

# ACCOUNTING

## ACCT M01 Introduction to Accounting 3 Units

*Formerly:* ACCT M01A

*In-Class Hours:* 52.5 lecture

*Advisories/Rec Prep:* BUS M30, ENGL M02 or equivalent, and MATH M01 or Elementary Algebra or equivalent

Covers the fundamentals of double-entry bookkeeping and the debit/credit method of recording transactions. Includes the full bookkeeping cycle from recording transactions to preparing financial statements. Emphasizes service enterprises operating as sole proprietorships.

**Grade Modes:** Letter Graded, Student Option- Letter/Credit, Pass/No Pass Grading

**Degree Applicability:** Applies to Associate Degree

**AA/AS GE:** None

**Transfer Credit:** CSU

**UC Credit Limitations:** None

**CSU GE-Breadth:** None

**IGETC:** None

## ACCT M40 Accounting Ethics 3 Units

*In-Class Hours:* 52.5 lecture

*Advisories/Rec Prep:* MATH M01 and ENGL M02

Explores ethics in the accounting profession. Emphasizes theories of ethics and their applications, the California State Board of Accountancy's rules of ethics, the American Institute of Certified Public Accountants' (AICPA) Code of Professional Conduct, the Public Company Accounting Oversight Board's (PCAOB) ethics standards, implications of the Sarbanes-Oxley Act, and ethical requirements of the Securities and Exchange Commission. Uses case studies to develop students' ability to recognize, analyze, and resolve ethical challenges faced by accounting professionals, as well as their skill in effectively communicating and defending their ethical decision-making.

**Grade Modes:** Letter Graded, Student Option- Letter/Credit, Pass/No Pass Grading

**Degree Applicability:** Applies to Associate Degree

**AA/AS GE:** None

**Transfer Credit:** CSU

**UC Credit Limitations:** None

**CSU GE-Breadth:** None

**IGETC:** None

## ACCT M50 Principles of Income Taxation 3 Units

*In-Class Hours:* 52.5 lecture

*Prerequisites:* Elementary Algebra (MATH M01) or placement as determined by college's multiple measures assessment process

*Advisories/Rec Prep:* College Writing (ENGL M02) or equivalent

Introduces the principles of federal and California taxation relating to individual income taxes. Emphasizes the preparation of personal tax returns.

**Catalog Notes:** Completion of ACCT M50 and ACCT M51 will help prepare students for the VITA (Volunteer Income Tax Assistance) Certification exam, the CTEC (California Tax Education Council) Registered Tax Preparer exam, and the EA (Enrolled Agent) exam.

**Grade Modes:** Letter Graded, Student Option- Letter/Credit, Pass/No Pass Grading

**Degree Applicability:** Applies to Associate Degree

**AA/AS GE:** None

**Transfer Credit:** CSU

**UC Credit Limitations:** None

**CSU GE-Breadth:** None

**IGETC:** None

## ACCT M51 Volunteer Income Tax Assistance (VITA) 3 Units

*In-Class Hours:* 35 lecture, 52.5 laboratory

*Advisories/Rec Prep:* ACCT M50 or Elementary Algebra (MATH M01) or placement as determined by college's multiple measures assessment process

Introduces the preparation of Federal and California income tax returns and use of tax preparation software. Emphasizes tax topics including capital gains and losses, business income and expenses, the Earned Income Tax Credit (EITC), Child Tax Credit, Child and Dependent Care Credit, filing status, dependency exemptions, basic deductions, and adjustments. Serves the local community as students participating in the Volunteer Income Tax Assistance (VITA) program prepare income tax returns for qualifying individuals at no cost.

**Catalog Notes:** Completion of ACCT M50 and ACCT M51 will help prepare students for the VITA (Volunteer Income Tax Assistance) Certification exam, the CTEC (California Tax Education Council) Registered Tax Preparer exam, and the EA (Enrolled Agent) exam.

**Grade Modes:** Letter Graded, Student Option- Letter/Credit, Pass/No Pass Grading

**Degree Applicability:** Applies to Associate Degree

**AA/AS GE:** None

**Transfer Credit:** CSU

**UC Credit Limitations:** None

**CSU GE-Breadth:** None

**IGETC:** None

## ACCT M52 Taxation of Business Entities 3 Units

*In-Class Hours:* 52.5 lecture

*Prerequisites:* Elementary Algebra (MATH M01) or placement as determined by college's multiple measures assessment process and ACCT M50 or ACCT M51

*Advisories/Rec Prep:* College Writing or placement as determined by college's multiple measures assessment process (ENGL M02)

Provides students with a basic understanding of concepts of U.S. federal and state income taxation of business entities including corporations, S-corporations, partnerships, and limited liability companies.

**Catalog Notes:** Completion of ACCT M50, ACCT M51, ACCT M52, and ACCT M53 will help prepare students for the VITA (Volunteer Income Tax Assistance) Certification exam, the CTEC (California Tax Education Council) Registered Tax Preparer exam, the EA (Enrolled Agent) exam, and portions of the CPA (Certified Public Accountant) exam.

**Grade Modes:** Letter Graded, Student Option- Letter/Credit, Pass/No Pass Grading

**Degree Applicability:** Applies to Associate Degree

**AA/AS GE:** None

**Transfer Credit:** CSU

**UC Credit Limitations:** None

**CSU GE-Breadth:** None

**IGETC:** None

**ACCT M53 Volunteer Income Tax Assistance II (VITA II) 3 Units***In-Class Hours:* 35 lecture, 52.5 laboratory*Prerequisites:* ACCT M50 or ACCT M51*Advisories/Rec Prep:* MATH M01 and ACCT M01 or ACCT M110

Continues the development of preparation and review of basic to advanced Federal and California income tax returns and use of tax preparation software. Develop skill sets of effective Quality Reviewers, Site Coordinators, and Supervisors. Emphasizes tax topics including capital gains and losses, business income and expenses, the Earned Income Tax Credit (EITC), Child Tax Credit, Child and Dependent Care Credit, filing status, dependency exemptions, basic deductions, and adjustments. Serves the local community as students participating in the Volunteer Income Tax Assistance (VITA) program prepare income tax returns for qualifying individuals at no cost. Other: Completion of ACCT M50, ACCT M51, ACCT M52, and ACCT M53 will help prepare students for the VITA (Volunteer Income Tax Assistance) Certification exam, the CTEC (California Tax Education Council) Registered Tax Preparer exam, the EA (Enrolled Agent) exam, and portions of the CPA (Certified Public Accountant) exam.

**Grade Modes:** Letter Graded, Student Option- Letter/Credit, Pass/No Pass Grading

**Degree Applicability:** Applies to Associate Degree

**AA/AS GE:** None

**Transfer Credit:** CSU

**UC Credit Limitations:** None

**CSU GE-Breadth:** None

**IGETC:** None

**ACCT M60 Excel for Accounting 3 Units***In-Class Hours:* 52.5 lecture*Prerequisites:* ACCT M01 or ACCT M110

Examines the use of accounting principles and accounting data analysis using Excel. Includes the creation of professional worksheets, the use of formulae and functions, charts, database, basic macros, and other Excel features with emphasis on accounting as a financial analysis tool.

**Grade Modes:** Letter Graded, Student Option- Letter/Credit, Pass/No Pass Grading

**Degree Applicability:** Applies to Associate Degree

**AA/AS GE:** None

**Transfer Credit:** CSU

**UC Credit Limitations:** None

**CSU GE-Breadth:** None

**IGETC:** None

**ACCT M62 Quickbooks For PCs 3 Units***In-Class Hours:* 52.5 lecture*Prerequisites:* ACCT M01 or ACCT M110

Introduces computerized accounting, integrating the principles of accounting to an automated system in use by many accounting professionals. Includes setting up business books and working with inventory, accounts receivable, accounts payable, payroll, financial statements and reports.

**Grade Modes:** Letter Graded, Student Option- Letter/Credit, Pass/No Pass Grading

**Degree Applicability:** Applies to Associate Degree

**AA/AS GE:** None

**Transfer Credit:** CSU

**UC Credit Limitations:** None

**CSU GE-Breadth:** None

**IGETC:** None

**ACCT M70 Payroll Accounting 3 Units***In-Class Hours:* 52.5 lecture*Prerequisites:* ACCT M01 or ACCT M110*Advisories/Rec Prep:* ACCT M60

Focuses on the application of payroll accounting concepts, procedures and related internal controls. Includes calculation of federal and state payroll taxes and withholdings, preparation and filing of governmental forms, and record keeping systems and procedures.

**Grade Modes:** Letter Graded, Student Option- Letter/Credit, Pass/No Pass Grading

**Degree Applicability:** Applies to Associate Degree

**AA/AS GE:** None

**Transfer Credit:** CSU

**UC Credit Limitations:** None

**CSU GE-Breadth:** None

**IGETC:** None

**ACCT M80 Internship in Accounting 1-4 Units***In-Class Hours:* 75-300 paid cooperative

*Prerequisites:* Completion of or concurrent enrollment in one course in the discipline. To take this course, contact the Career Transfer Center. Requires orientation session. Students receive one unit of credit for each 60 hours unpaid or 75 hours paid work. May enroll in up to 4 units per semester with a maximum of 16 total units of any type of work experience

Provides on-the-job learning to develop effective work habits, attitudes, and career awareness in paid or unpaid internships that are related to the field of accounting. Involves the development and documentation of learning objectives and the completion of an internship paper, presentation, or project. Includes both workplace supervisor and faculty advisor feedback and/or written evaluations.

**Grade Modes:** Letter Graded, Student Option- Letter/Credit, Pass/No Pass Grading

**Repeatable for Credit:** Course may be taken up to 3 times for credit.

**Degree Applicability:** Applies to Associate Degree

**AA/AS GE:** None

**Transfer Credit:** CSU

**UC Credit Limitations:** None

**CSU GE-Breadth:** None

**IGETC:** None

**ACCT M110 Financial Accounting 3 Units**

*Formerly:* ACCT M02A; ACCT M02B

*In-Class Hours:* 52.5 lecture

*Prerequisites:* MATH M01 or equivalent

*Advisories/Rec Prep:* BUS M30 and ENGL M02

*C-ID:* ACCT 110

Examines financial accounting from both the user and preparer perspective, emphasizing public corporations. Explores accounting as an information system, why it is important and how it is used by investors, creditors and others in making decisions. Emphasizes recording and reporting of business transactions with a focus on the accounting cycle, the application of Generally Accepted Accounting Principles (GAAP), and the form and content of the basic financial statements. Includes issues relating to asset, liability, and equity valuation, revenue and expense recognition, cash flow, internal controls, ethics, and financial statement analysis.

**Grade Modes:** Letter Graded, Student Option- Letter/Credit, Pass/No Pass Grading

**Degree Applicability:** Applies to Associate Degree

**AA/AS GE:** None

**Transfer Credit:** CSU, UC

**UC Credit Limitations:** None

**CSU GE-Breadth:** None

**IGETC:** None

**ACCT M120 Managerial Accounting 3 Units**

*Formerly:* ACCT M02C; BUS M02C

*In-Class Hours:* 52.5 lecture

*Prerequisites:* ACCT M110

*C-ID:* ACCT 120

Examines how managers use accounting information in decision-making, planning, directing operations, and controlling. Focuses on cost terms and concepts, cost behavior, cost structure, cost-volume-profit analysis, profit planning, standard costs, operational and capital budgeting, cost control, costing systems in a manufacturing environment, performance analysis, and ethics.

**Grade Modes:** Letter Graded, Student Option- Letter/Credit, Pass/No Pass Grading

**Degree Applicability:** Applies to Associate Degree

**AA/AS GE:** None

**Transfer Credit:** CSU, UC

**UC Credit Limitations:** None

**CSU GE-Breadth:** None

**IGETC:** None

- Accounting, Associate in Science (<http://catalog.vcccd.edu/moorpark/programs-courses/business-administration/accounting-as/>)
- Accounting I, Certificate of Achievement (<http://catalog.vcccd.edu/moorpark/programs-courses/business-administration/accounting-one-coa/>)
- Accounting II, Certificate of Achievement (<http://catalog.vcccd.edu/moorpark/programs-courses/business-administration/accounting-coa/>)