

BUSINESS - ACCOUNTING

Program Outline

Major:	BACT
Length:	2 Years
Delivery:	4 Semesters, plus 2 work terms
Credential:	Ontario College Diploma, Co-op
Effective:	2012-2013
Location:	Barrie
Start:	Fall (Barrie), Winter (Barrie)

Description

This program introduces students to the various functional aspects of business in general, and accounting in particular. Graduates are able to apply computer, communication, and mathematical skills and employ management accounting techniques to support accounting activities, including the maintenance of accounting records and the preparation of financial statements and individual tax returns.

Career Opportunities

Graduates of Business - Accounting and Business Administration - Accounting Programs work in a broad range of employment settings in all sectors of business and industry, including banks and other financial institutions, government offices, public accounting firms, small business, self-employment, tax preparation firms, financial planning firms, manufacturing firms, and non-profit organizations.

Program Learning Outcomes

The graduate has reliably demonstrated the ability to:

- maintain paper and electronic accounting records and prepare financial statements for sole proprietorships, partnerships, and corporations in accordance with Generally Accepted Accounting Principles;
- employ management accounting techniques in the planning, directing, and controlling of an enterprise;

- prepare routine tax returns for individuals ensuring compliance with relevant legislation and regulations;
- use mathematical techniques to support the financial management of a business organization including the preparation of financial information;
- apply computer skills and knowledge of accounting information systems to support the accounting function including maintaining accounting records and preparing financial statements and reports;
- recognize the impact of the operations of functional areas of an organization on its financial performance;
- recognize, within the context of the Canadian business environment, the impact of factors such as economic variables, legislation, and ethics on business operations;
- apply contemporary business communications practices and effective interpersonal skills to support the accounting function;
- employ environmentally sustainable practices within the profession.

Practical Experience:

Co-operative Education is a mandatory component of all Co-op programs at Georgian College; it has been designed as a process by which students integrate their academic education with paid work experience related to their program of study. This integration affects much more than simply earning a salary, including the adjustment to the work environment and the development of professionalism. It also reinforces skills and theory learned during academic semesters, develops professional contacts, job knowledge and career path, improves human relations and communication skills and promotes personal maturity and financial independence.

Students are requested to register, attend and participate in their scheduled co-operative education classes. These classes are scheduled for all first year students and are expected to be completed in order to proceed successfully to their first co-op work experience. To ensure students are eligible to proceed onto any co-op work experience students should refer to Promotional Status and Eligibility for Co-op as outlined in the College Calendar. Co-op policies and procedures can be located on our website:

www.georgianc.on.ca/careers/for-students/

Georgian College follows the Co-operative Education guidelines set out by the Canadian Association for Co-operative Education (CAFCE) and Education at Work Ontario (EWO) by supporting the learning outcomes designed for the program specific graduate profile and curriculum as set out by the Ministry of Training, Colleges and Universities.

External Recognition:

Certified General Accountants Association (CGA)

The CGA Association recognizes Georgian College courses for advanced standing into the CGA Program of Study. A graduate from the Business - Accounting (2 yr.) program

is eligible to apply for exemptions from 6 CGA courses. For further information, please contact Andrew Dykstra, CMA at (705) 728-1968 extension 1489, or consult the Association's web site at:

[https://cga-](https://cga-ontario.org/Prospective_Students/Post_secondary/College/Transfer_Credits.aspx)

[ontario.org/Prospective_Students/Post_secondary/College/Transfer_Credits.aspx](https://cga-ontario.org/Prospective_Students/Post_secondary/College/Transfer_Credits.aspx)

The Program Progression:

Fall Intake - Barrie

Sem 1	Sem 2	Work Term 1	Sem 3	Work Term 2	Sem 4
Fall 2012	Winter 2013	Summer 2013	Fall 2013	Winter 2014	Summer 2014

Winter Intake - Barrie

Sem 1	Sem 2	Sem 3	Work Term 1	Sem 4	Work Term 2
Winter 2013	Summer 2013	Fall 2013	Winter 2014	Summer 2014	Fall 2014

Articulation:

A number of articulation agreements have been negotiated with universities and other institutions across Canada, North America and internationally. These agreements are assessed, revised and updated on a regular basis. Please contact the program co-ordinator for specific details if you are interested in pursuing such an option. Additional information can be found on our website at

<http://www.georgianc.on.ca/academics/articulations/>

Admission Requirements:

Applicants must meet ONE of the following requirements to be eligible for admission to this program:

- OSS Curriculum: OSSD or equivalent with Grade 12 English (C) or (U) (ENG4C, ENG4U); plus any Grade 11* or 12 College level Mathematics (MBF3C, MAP4C or MCT4C) or 11* or 12 University level Mathematics (MCF3M, MCV4U, MHF4U, MCB4U, MGA4U or MDM4U). (*Minimum of 60% in Grade 11 College or University level Mathematics MBF3C or MCF3M)
- Academic and Career Entrance Certificate (ACE) program with Communications and business or technical math
- Ontario High School Equivalency Certificate (GED)
- Mature applicant with standing in the required courses and/or mature student testing that meets the minimum standards for admission

Applicants who are 19 years of age or over by the first day of classes, and who lack the academic entrance qualifications, may be considered for entrance to an appropriate post-secondary diploma or certificate program as mature applicants. Each applicant will be considered on an individual basis and acceptance will be determined by counselling, Communication Placement Assessment (CPA), previous post-secondary education and evaluation of experience. Some programs also have specific prerequisite requirements that must be met prior to admission. Mature applicants must meet all program specific prerequisites. Those applying as mature students and having no documentation of Grade 12 education must supply, if required, proof of age, such as a copy of an official birth certificate or driver's licence. Refer to Section 2.5 and 2.6 of the Academic Calendar for further details.

Additional Information:

In order to broaden the program choices, all General, Accounting, Human Resources, and Marketing students, whether they are in a two-year or a three-year diploma program, will share a common first semester. Students will take five mandatory courses in that semester, and will have a choice of which General Education course they wish to take. The curriculum for this common first semester is as follows:

Code	Course Name
ACCT 1000	Financial Accounting Principles 1
BUSI 1001	Introduction to Organizational Behaviour
MATH 1002	Mathematics of Finance
MKTG 1000	Introduction to Marketing
Plus one each of	
Communications course	
General Education course	

Graduation Requirements:

- 19 Mandatory Courses
- 2 Communications Courses
- 3 General Education Courses
- 2 Co-op Work Terms

Graduation Eligibility:

To graduate from this program, the passing weighted average for promotion through each semester, from year to year and to graduate is 60%. Additionally, a student must attain a minimum of 50% or a letter grade of P (Pass) or S (Satisfactory) in each course in each semester.

Mandatory Courses

ACCT1000 Financial Accounting Principles 1
ACCT1001 Financial Accounting Principles 2
ACCT1002 Computerized Accounting
ACCT2000 Cost Accounting 2
ACCT2001 Intermediate Accounting 1
ACCT2002 Intermediate Accounting 2
ACCT2003 Cost Accounting 1
ACCT3004 Accounting Information Systems
BUSI1001 Introduction to Organizational Behaviour
COMP1003 Microcomputer Applications
ECON1000 Microeconomics
ECON2000 Macroeconomics
FNCE2002 Taxation
FNCE2010 Financial Management
HURM1000 Human Resources Management Foundations
LAWS2000 Business Law
MATH1002 Mathematics of Finance
MKTG1000 Introduction to Marketing
STAT2000 Statistics 1

Communications Courses

To be selected at time of registration from the College list, as determined by testing.

General Education Courses

To be selected from College list

Co-op Work Terms

COOP1008 Business Work Term 1
COOP2025 Business Accounting Work Term 2

Course Descriptions:

ACCT1000 Financial Accounting Principles 1 42.0 Hours

This introductory course in financial accounting covers the accounting cycle including preparation of financial statements for service and trading companies operating as single proprietorships. Also included are topics related to accounting for merchandising operations, accounting information systems, cash.

ACCT1001 Financial Accounting Principles 2 42.0 Hours

This introductory course in financial accounting provides students with an overview of accounting for receivables, inventories and cost of goods sold, capital assets, current and long-term liabilities, partnership accounting and accounting for corporations. The course is designed to provide students with an opportunity to interpret and apply current accounting standards in these accounting areas.

P- ACCT1000 Financial Accounting Principles 1 or P- ACCT1004 Introduction To Accounting or P- ACCT1010 Accounting 1 or P- ACCT1008 Financial Accounting 1 (ODE) or P- ACCF1000 Principes de compt financière or P- ACC2122 Financial Acctg. Principles 1 or P- ACC2113 Intro Accounting 1 or P- BDE2101 Introductory Accounting or P- BDE2123 Financial Acct I

ACCT1002 Computerized Accounting 42.0 Hours

This course introduces students to a multi-module accounting software program designed for small to medium-size businesses. Students will use the software and their knowledge of Generally Accepted Accounting Principles (GAAP) to create and maintain accounting records, including period end procedures and the creation of financial statements for sole proprietorships.

P- ACCT1000 Financial Accounting Principles 1 or P- ACCT1004 Introduction To Accounting

ACCT2000 Cost Accounting 2 42.0 Hours

This course builds on the knowledge developed in Cost Accounting 1 with a study of budgeting, standard cost systems, performance evaluation and control techniques and relevant costing for short and long run decision making.

P- ACCT2003 Cost Accounting 1 or P- ACC2258 Cost Accounting 1 or P- ACC2325 Cost Accounting 1

ACCT2001 Intermediate Accounting 1 42.0 Hours

This course is designed to provide the student with an in-depth exposure to the Canadian accounting environment and all elements of the theoretical framework that comprises Generally Accepted Accounting Principles (GAAP). The student will learn to apply this accounting theory to revenue, expenses and current assets.

P- ACCT1001 Financial Accounting Principles 2 or P- ACC2123 Financial Acctg Principles 2 or P- ACC2114 Introductory Accounting 2 or P- ACCT1007 Accounting 2 or P- BDE2110 Accounting 2 or P- ACCT1009 Financial Accounting 2 (ODE) or P- BDE2124 Financial Acct li

ACCT2002 Intermediate Accounting 2 42.0 Hours

This intermediate financial accounting course emphasizes the critical concepts of assets, liabilities and shareholders' equity. This course is designed to provide the students with the opportunity to identify, interpret and apply current accounting standards in the areas of: investments, capital and intangible assets; current and long term liabilities, and Shareholders' Equity.

P- ACCT2001 Intermediate Accounting 1 or P- ACCT2008 Intermediate Accounting 1 (ODE) or P- ACCT2006 Intermediate Accounting 1 (ODE) or P- ACC2251 Intermediate Accounting 1 or P- ACC2257 Intermediate Accounting 1

ACCT2003 Cost Accounting 1 42.0 Hours

This course is an introduction to Cost Accounting as a Management tool. Emphasis will be placed upon the application of cost accounting theory in the solution of problems and case studies.

P- ACCT1000 Financial Accounting Principles 1 or P- ACCT1004 Introduction To Accounting or P- ACCT1010 Accounting 1 or P- ACCT1008 Financial Accounting 1 (ODE) or P- ACC9101 Introduction To Accounting or P- ACC2122 Financial Acctg. Principles 1 or P- ACC2113 Intro Accounting 1 or P- BDE2101 Introductory Accounting or P- BDE2123 Financial Acct I

ACCT3004 Accounting Information Systems 42.0 Hours

This course integrates concepts associated with traditional methods of gathering accounting information and "state of the art" system design. The course explains how a proper information system captures, stores, combines, summarizes, and organizes data into information that is meaningful to management for decision making. This course lays the foundation for students as future business professionals to begin thinking about innovative methods for providing accounting user support, information technology, and strategic decision making as active participants in the management team.

P- ACCT2001 Intermediate Accounting 1 or P- ACC2251 Intermediate Accounting 1

BUSI1001 Introduction to Organizational Behaviour 42.0 Hours

Organizational Behaviour is an introductory course which teaches social science theory as applied to the business world. It provides rich insights about working people in all kinds of organizations and also suggests how people may be motivated to work together more productively.

COMP1003 Microcomputer Applications 42.0 Hours

This course will introduce the student to database, spreadsheet, and presentation software. The student will be provided with a working knowledge of the most common business computer application software. This course will provide the student with hands-on learning and independent study.

COOP1008 Business Work Term 1 560.0 Hours

Co-operative Education is a mandatory component of all Business programs. You must participate in a series of co-op classes (CPHR0001 - 12 sessions) prior to the application process. Classes provide you with the knowledge and skills to conduct a self-directed job search. You are responsible to obtain a Co-op position and have it approved by your Consultant. You must successfully complete a fourteen-week, full-time, program-related work experience to acquire your first Co-op credit.

COOP2025 Business Accounting Work Term 2 560.0 Hours

Building on previous Co-op experience, students will continue to gain valuable experience and develop knowledge and skills that are relevant to today's business world. Students will gain experience with a variety of accounting functions in various workplaces. Upon completion of the Co-op work term students will be required to attend a debriefing session to review the requirements for completion of the Co-op work term.

P- COOP1008 Business Work Term 1

ECON1000 Microeconomics 42.0 Hours

This course provides an introduction to the principles and methods of economic analysis. The course examines how households and firms make economic decisions. It also analyzes the efficiency of scarce resource allocation under a range of market structures.

ECON2000 Macroeconomics 42.0 Hours

This course is designed to give students an understanding of how the overall economy operates and what economic indicators tell us about its health. The course explores government options for stabilizing the economy, and the impact of international trade. It is highly recommended that students take Microeconomics (ECON 1000 or equivalent) prior to taking this course.

FNCE2002 Taxation 42.0 Hours

This course introduces the student to Canadian Income Tax legislation and practice, related to the filing of personal income tax returns.

P- ACCT1004 Introduction To Accounting or P- ACC9101 Introduction To Accounting or P- ACCT1000 Financial Accounting Principles 1 or P- ACC2122 Financial Acctg. Principles 1

FNCE2010 Financial Management 42.0 Hours

This is an introductory course in financial management, with an emphasis on the major decisions made by the financial executive of an organization. The student studies topics in the financial management of profit-seeking organizations. A major objective is the development of analytical and decision-making skills in finance through the use of theory questions and practical problems.

P- ACCT1001 Financial Accounting Principles 2 or P- ACCT1007 Accounting 2 or P- ACCT1009 Financial Accounting 2 (ODE) or P- BDE2110 Accounting 2 or P- BDE2124 Financial Acct II or P- ACC2123 Financial Acctg Principles 2 or P- ACC2114 Introductory Accounting 2

HURM1000 Human Resources Management Foundations 42.0 Hours

This course provides an understanding of the modern Canadian human resources function. It covers the historical development of human resources management, the influence of government, staffing, employee relations, current trends and future issues.

It provides a brief introduction to more specialized areas including compensation, training and development, employment law, industrial relations, occupational health and safety, and human resources planning.

LAWS2000 Business Law 42.0 Hours

This course covers the legal framework within which business takes place. The student learns how to avoid legal problems. Major topics include: the Canadian legal system, torts, contract law, the Sale of Goods Act, consumer protection, and employment law.

MATH1002 Mathematics of Finance 42.0 Hours

This introductory course is designed to develop a student's ability to perform basic mathematic operations and to apply mathematical techniques to a wide range of business problems. The mathematics of compound interest and annuities forms a major component of the course.

MKTG1000 Introduction to Marketing 42.0 Hours

This is an overview course with primary focus on marketing products and services to the ultimate consumer. Emphasis is placed on the basic marketing premise that customer needs must be satisfied in order to achieve company objectives. The student gains insight into the complex and interdependent variables involved in developing successful marketing strategies. The strategic marketing planning process is introduced, along with the specific concepts and principles involved in the four key components of the marketing plan - Product, Price, Distribution, and Promotion Strategies.

STAT2000 Statistics 1 42.0 Hours

This course is designed to develop students' skills in organizing and summarizing information. It also provides an introduction to the techniques of inferential statistics (that is, drawing conclusions about populations on the basis of sample data). Students are expected to have and further develop their skills with spreadsheet software.

Course Description Legend

P = Prerequisite; C = Concurrent prerequisite; CO= Corequisite

Information contained in College documents respecting programs is correct at the time of publication. Academic content of programs and courses is revised on an ongoing basis to ensure relevance to changing educational objectives and employment market needs. The college reserves the right to add or delete programs, options, courses, timetables or campus locations subject to sufficient enrolment, and the availability of courses.