

Last Name

First Name

**JEFFERSON COLLEGE  
ASSOCIATE OF APPLIED SCIENCE  
ACCOUNTING DEGREE PLAN**

Effective 2019-2020

| COURSE TITLES                                    | COURSE NUMBERS         | DONE | NOW | NEED | CERT | DEGREE |
|--|------------------------|------|-----|------|------|--------|
| Spreadsheet Applications (3)                     | BIT125                 |      |     |      | X    | X      |
| Introduction to Business (3)                     | BUS101                 |      |     |      |      | X      |
| Financial Accounting (3)                         | BUS240                 |      |     |      | X    | X      |
| Managerial Accounting (3)                        | BUS241                 |      |     |      |      | X      |
| Tax Accounting (3)                               | BUS246                 |      |     |      |      | X      |
| Business Communications (3)                      | BUS261                 |      |     |      | X    | X      |
| Bookkeeping (3)                                  | MGT107                 |      |     |      | X    | X      |
| Payroll Accounting (3)                           | MGT243                 |      |     |      | X    | X      |
| Computerized Accounting (3)                      | MGT244                 |      |     |      | X    | X      |
| QuickBooks (3)                                   | MGT245                 |      |     |      | X    | X      |
| Group I. <i>Communications (3)</i>               | ENG101(H)              |      |     |      | X    | X      |
| Group II. <i>Humanities/Communications (3)</i>   | COM100(H) or<br>COM110 |      |     |      |      | X      |
| Group III. <i>Social/Behavioral Sciences (3)</i> |                        |      |     |      |      | X      |
| <i>Civics (3)</i>                                |                        |      |     |      |      | X      |
| <i>MO Higher Ed Civics Exam</i>                  | PSC001                 |      |     |      |      | X      |
| Group IV. <i>Business Math (3) required</i>      | MGT103*                |      |     |      | X    | X      |
| <i>Math (3) MTH131, 132, or 134</i>              |                        |      |     |      |      | X      |
| Group V. <i>Computer Literacy</i>                | CIS125*                |      |     |      | X    | X      |
| Group VI. <i>First Year Experience (1-3)</i>     |                        |      |     |      | X    | X      |
| Electives (12) <i>Selected from list below</i>   |                        |      |     |      |      | X      |
| <b>Student Signature/Date</b>                    |                        |      |     |      |      |        |
| <b>Advisor Signature/Date</b>                    |                        |      |     |      |      |        |

Total Credit Hours:

31-33      64-66

**GENERAL EDUCATION & INSTITUTIONAL REQUIREMENTS****Group I. Communications 3 hrs.**ENG101(H) English Comp. I **required****Group II. Humanities/Communications 3 hrs.**COM100(H) or COM 110 **required****Group III. Social/Behavioral Sciences 6 hrs.**

3 hours must fulfill Civics requirement

See MOTR CORE 42 list for choices**Group IV. Math 6 hrs.**MGT103 Business Math\* (3) **required**MTH131, 132, or 134 (3) **select one****Group V. Computer Literacy 3 hrs.**CIS125\* Computer Concepts and Applications **required****Group VI. First Year Experience 1-3 hrs.**COL100\*/101\*/136\* **required****Elective Options:**

Principles of Mgt BUS 120

Business Statistics BUS168

Cost Accounting BUS245

Business Law BUS265

Macroeconomics ECO101

Microeconomics ECO102

Personal Finance MGT125

Personal Selling MGT132

Entrepreneurship MGT145

Marketing MGT150

Financial Management MGT262

Accounting Internship MGT295

Ethics PHL202

Business &amp; Prof. Ethics PHL204

\*These courses listed in the General Education and Institutional Requirements are not part of the MOTR CORE 42 general education program, and are not guaranteed to transfer to other institutions.