

BUSINESS MANAGEMENT: ACCOUNTING - AAS DEGREE

Overview

See Department website and program contacts here

The **Business Management: Accounting (AAS) degree** is designed for students seeking careers in accounting, bookkeeping, payroll, and financial operations. The curriculum combines foundational business knowledge with technical accounting skills to prepare students for employment in a variety of business, corporate, nonprofit, and governmental settings.

Coursework includes topics such as **financial and managerial accounting, payroll, business software, economics, taxation, and business operations**. Students develop practical skills in analyzing, processing, and reporting financial information while gaining experience with industry-relevant tools and procedures.

The Business Management: Accounting program is workforce-focused and emphasizes practical, applied learning that prepares students for positions such as accounting assistant, full-charge bookkeeper, payroll specialist, accounts payable or receivable specialist, and staff accountant.

Students are encouraged to work with an advisor (<https://www.mhcc.edu/student-resources/academic-advising/>) to ensure appropriate course selection and program planning based on their educational background and career goals.

Refer to the tabs above for additional information about:

- **Education Plan** – provides a sample term-by-term sequence of courses
- **Career Info** – includes information on potential occupations, employment trends, and earnings

Program Learning Objectives

At the completion of this program, students should be able to:

- Demonstrate and apply an understanding of basic, common elements of a business.
- Demonstrate a solid understanding of the accounting cycle and accounting concepts.
- Prepare and analyze a comprehensive set of financial statements to promote profitable and efficient business operations.
- Demonstrate knowledge of computerized accounting systems, payroll processing, and use of spreadsheets in an accounting context.
- Demonstrate an understanding of appropriate management and interpersonal practices in a variety of business situations.

Education Plan

This sample Education Plan illustrates one possible course sequence. Students should consult an advisor (<https://www.mhcc.edu/student-resources/academic-advising/>) to create a personalized plan.

General education courses (such as math, writing, health, etc.) can be taken during any term, or before starting the program.

First Quarter		Credits
Fall		
HD118	From Undecided to Decided: Navigating Careers, Majors, and College Success	3
BA101Z	Introduction to Business	4
BA111	Introduction to Accounting (or AC110 or BA211 if taken SP24 or earlier)	4
BA131	Introduction to Business Computing	4
Credits		15
Second Quarter		
Winter		
BA206	Management Fundamentals	4
BA240	Nonprofit Financial Management Accounting	4
BA211Z	Principles of Financial Accounting (or BA212 if taken FA25 or prior)	4
WR121Z	Composition I	4
Credits		16
Third Quarter		
Spring		
BA213Z	Principles of Managerial Accounting	4
MTH065 or MTH058	Beginning Algebra II or Quantitative Reasoning I	4-6
BA228	Computer Accounting Applications	3
BA218	Personal Finance	3
Credits		14-16
Fourth Quarter		
Fall		
BA205	Business Communications	4
BA220	Tax Accounting	3
BA222	Finance	3
HUM202	Ethics in the Workplace 🌐	3
Health and Physical Education requirement (https://catalog.mhcc.edu/degree-certificate-requirements/aas/#health)		3
Credits		16
Fifth Quarter		
Winter		
BA177	Payroll Accounting	3
BA226Z	Introduction to Business Law	4
BUS286	Career Management	4
EC201Z	Principles of Microeconomics	4
Credits		15
Sixth Quarter		
Spring		
BA250	Small Business Management	4
BA215	Data Analytics for Accounting	3
BA271	Financial Statement Analysis	3
WE280BUB	Coop Ed-Business Management	2

Elective (Preferred Elective is BA169Z, BA285, or any course not already in curriculum with prefix BA, BUS, CIS, CS or ISTM, or SSC100) 3-4

Credits	15-16
Total Credits	91-94

Career Information

Explore potential careers related to this program, including typical job roles, employment trends, and projected growth. This information can help you better understand how your education may align with future career opportunities.