A.S. in Accounting

The A.S. Degree Program in Accounting will enable qualified JMVU graduates to be the financial record keepers of many companies, and even sustain their own businesses. In small corporations, the accounting clerks or assistants may have all of the responsibility of daily financial transactions. They will be able to prepare financial statements, handle payroll, prepare invoices and receive payments, and manage banking transactions. In larger corporations, these assistants will be prepared to assume more specialized responsibilities, such as serving as the accounts receivable clerk, or auditing clerk.

Graduates of the JMVU A.S. in Accounting Program may also be able to attain employment in related fields. According to the Florida Occupational Profile provided for Bookkeeping, Accounting and Auditing Clerks, these related positions include loan officers, wholesale and retail buyers, claims examiners, compensation and benefits analysts, insurance appraisers and adjusters, and customer service representatives.

The A.S. Degree Program in Accounting is designed to enable graduates to become financial assistants, accounting clerks and bookkeepers immediately upon graduation. The program provides students with a combination of technical training, accounting, business practices and General Education courses. Students receive a comprehensive understanding of accounting and bookkeeping through applied and relevant courses, with a practical internship during the last semester. This degree also prepares students to continue their education at JMVU or other postsecondary institutions in the field of business.

Program Objectives

Upon completion of the A.S. in Accounting at Jose maria Vargas University, students will be able to:

1. Prepare financial statements.
2. Apply the knowledge of theories, principles, strategies, and tools in the accounting area.
3. Interpret business law and tax laws.
4. Effectively use information technology applications in the accounting environment.
5. Implement generally accepted accounting principles.

This program is offered exclusively in English or in Spanish.

Program Delivery
Students enrolled in the A.S in Accounting will complete at least 51% and up to 99% of the coursework online. At least 1% of the course will be offered on campus.

DISTANCE LEARNING EDUCATION INFORMATION

![José María Vargas University logo]

Technological requirements for Distance Education Students:

Students must have ready access to all standards outlined. Additionally, some courses require the ability to   download and install software.

It is recommended that students need to have basic technological proficiency. Assignments may include, but are not limited to, word processing, document creation, digital slide presentations, and recording video   presentation. Students that don't have the basic technological proficiency can benefit from the university's   optional offered trainings in the mentioned areas.

Devices

- A Desktop or laptop device is necessary to complete the coursework.
- Desktop or laptop device must have Windows 8/10 or MacOS 10.10 or above and the capability of producing sound via speakers or headphones.
- Mobile devices may be used for some, but not all, LMS functions. A mobile device cannot replace a desktop/laptop.

Connectivity

- High-speed Internet connection: Cable, DSL, etc.
- Internet Web Browser (Firefox, Internet Edge, Safari, or Google Chrome).
- Personal or university e-mail account.

Recommended creation/processing software

- Word Processor (MS Word, Google Docs, etc.).
- PDF Reader (Adobe Acrobat Reader or Apple Preview).
- Additional software may be required for certain courses.

Students privacy:

Student privacy is very important to the university. Students the university FERPA statement located university website under the consumer disclosures tab in the financial aid section. Students may also review the student records section of the university catalog pages 79-80 for more information on privacy.

Verification of Identity Protection:

During the admissions process students will be asked to provide a copy of their state or government issue ID. After students begin their program they will be required to upload a face picture to their Vargas Portal profile. Student identities will be verified and their privacy protected through the use of a student a unique username and password during the Admissions process. The Admissions and Financial Aid Offices will verify incoming student documentation. Student privacy will be protected through the https secure connection of the Vargas Portal. Students will login online and agree through a student agreement that they are the sole users of the course materials. Students will be ask to submit their assignments on the Vargas Portal.

Additional Distance Education Fees:

There are no platform access fees, online library access fees, fees associated with identity verification and the course textbooks maybe purchased by the students on amazon.com and other online retail stores. If students desire the university to purchase the course textbooks for the student, the university will charge the cost of the book plus $30 to

the student account. Through the Vargas Portal students will be able to pay the charges, if they desire the university to buy the books for them.

Graduation Requirements

A total of 60 credit hours must be completed by taking the following courses. Courses which meet the General Education requirements (21 credit hours) are labeled "**General Education**".

COURSE NUMBER	COURSE TITLE	DELIVERY MODE	COURSE TYPE	TOTAL COURSE CREDIT/CLOCK HOURS	ONLINE CREDIT HOURS	IN PERSON COMPONENT
SLS 1601	Orientation & Study and Research Techniques	ONLINE	General Education	3.00	3	0

SEMESTER I (requirement of 12 credits)

COURSE NUMBER	COURSE TITLE	DELIVERY MODE	COURSE TYPE	TOTAL COURSE CREDIT/CLOCK HOURS	ONLINE CREDIT HOURS	IN PERSON COMPONENT
ENC 1000	Oral and Written Communications	ONLINE	General Education	3.00	3	0
MAC 1105	College Mathematics I	ONLINE	General Education	3.00	3	0
ACG 3073	Accounting I	ONLINE	Core/Required	3.00	3	0
CGS 210	Office Applications	ONLINE	Core/Required	3.00	3	0

SEMESTER II (requirement of 15 credits)

COURSE NUMBER	COURSE TITLE	DELIVERY MODE	COURSE TYPE	TOTAL COURSE CREDIT/CLOCK HOURS	ONLINE CREDIT HOURS	IN PERSON COMPONENT

ENC 1101	Composition I	ONLINE	General Education	3.00	3	0
ACG 3341	Accounting II	ONLINE	Core/Required	3.00	3	0
TAX 200	Federal Income Tax I	ONLINE	Core/Required	3.00	3	0
ACG 265	Principles of Auditing	ONLINE	Core/Required	3.00	3	0
ACG 207	Managerial Accounting	ONLINE	Core/Required	3.00	3	0

SEMESTER III (requirement of 15 credits)

COURSE NUMBER	COURSE TITLE	DELIVERY MODE	COURSE TYPE	TOTAL COURSE CREDIT/CLOCK HOURS	ONLINE CREDIT HOURS	IN PERSON COMPONENT
PSY 2012	General Psychology	ONLINE	General Education	3.00	3	0
ACG 236	Cost Accounting	ONLINE	Core/Required	3.00	3	0
APA 112	Accounting Applications	ONLINE	Core/Required	3.00	3	0
ACG 268	Fraud Examination	ONLINE	Core/Required	3.00	3	0
BUL 224	Business Law I	ONLINE	Core/Required	3.00	3	0

SEMESTER IV (requirement of 15 credits)

COURSE NUMBER	COURSE TITLE	DELIVERY MODE	COURSE TYPE	TOTAL COURSE CREDIT/CLOCK HOURS	ONLINE CREDIT HOURS	IN PERSON COMPONENT

PHI 2600	Ethics or another philosophy course	ONLINE	General Education	3.00	3	0
TAX 201	Federal Income Tax II	ONLINE	Core/Required	3.00	3	0
BSC 1085	General Anatomy and Physiology	ONLINE	General Education	3.00	3	0
FIN 201	Business Finance	ONLINE	Core/Required	3.00	3	0
MAN 294	Internship in Accounting	RESIDENTIAL	Core/Required	3.00	0	3
TOTAL				**60**	**57**	**3**
					Distance Education - 95%	

- Successful completion of the university career services requirements.