Catalog User Guide

This Guide Will Cover:

• **The Catalog Home Page**
  – Learn about the features of the Catalog home page.
• **How to Search Courses**
  – Find courses using the search features
• **Course Descriptions**
  – Learn about the different courses offered
• **Program Information**
  – Learn about the certificates and degrees offered
• **Program Preview**
  – Learn important information about the specific programs offered
• **How to Print Important Pages**
  – Only print what is important to you
• **How to Use the Degree Planner**
  – Print your planner for sequence of courses
• **How to View Archived (previous) Catalogs**
• **My Portfolio**
Catalog Home Page

Enter any keyword to search the catalog.

Use this menu to navigate the catalog.

Learn about the programs of study offered at Gaston College.

Learn about different courses offered at Gaston College.
How to Search Courses

Search for courses by prefix, course, type, and/or keyword.
Course Descriptions

Click on the course title to see all course information. Click on the title again to hide the text.
Program Information

View information on all programs of study (certificates, diplomas, and degrees) offered at Gaston College.
Program Preview

Program requirements and recommended sequence of courses to fulfill your certificate, diploma, or degree.

Accounting, A.A.S. (A25100)

The Accounting curriculum is designed to provide students with the knowledge and skills necessary for employment and growth in the accounting profession. Using the "language of business" and technology resources, accountants assemble, analyze, process, and communicate information about financial operations.

In addition to course work in accounting principles, theories, and practice, students will study business law, finance, management, and economics. Related skills are developed through the study of communications, computer applications, financial analysis, critical thinking skills, and ethics.

Graduates should qualify for entry-level accounting positions in many types of organizations including accounting firms, small businesses, manufacturing firms, banks, hospitals, school systems, and governmental agencies. With work experience and additional education, an individual may advance in the accounting profession.

Program Learning Outcomes:

1. Students will be able to apply generally accepted accounting principles.
2. Students will be able to analyze, record, report, and interpret financial information for outside users of financial statements.
3. Students will be able to analyze, record, report, and interpret financial information for managers' use in the decision-making process.
4. Students will be able to maintain effective accounting systems and controls.
5. Students will be able to utilize computer software to prepare Federal Income Tax returns.
6. Students will demonstrate knowledge of current business principles, theories, and practices.

Gaston College Business and Information Technology Associate Degree Programs are accredited by the Accreditation Council for Business Schools and Programs (ACBSP).

First Year

Fall

- ACC 100 Intro to Financial Accounting (4 Credit Hours)
- BUS 115 Introduction to Management (3 Credit Hours)
- BUS 115 Business Law I (2 Credit Hours)
- DB 110 Introduction to Computers (3 Credit Hours)
- ENG 111 Expository Writing (3 Credit Hours)
- Humanities Elective (3 Credit Hours)
How to Print Important Pages

Each page has two links to the printer-friendly version of the page.
How to Use the Degree Planner

Click here for the Degree Planner.

Sample Degree Planner
How to View Archived (previous) Catalogs

To view archived catalogs click the drop down.
To return to the active catalog click the drop down.
My Portfolio

Create your login to begin saving your important items!

Save favorite courses, programs, pages and more
How to Create a Portfolio

You even have the option for admissions to contact you.

Fill in all required information and select create account.
How to Use the Portfolio

You can use the stars to save information to your portfolio.
How to Remove Information from the Portfolio

You can verify and remove information from your portfolio.