

degree is to be awarded.

- » Complete all financial obligations to Paris Junior College.
- » Successfully complete all sections of the THEA (for students not exempt from the TSI requirement).
- » Submit course substitutions to the appropriate Vice President's office.

Note: Academic rules and requirements are subject to change at the end of any semester and/or summer session. Individual academic divisions may prescribe additional standards of performance.

Within five years of initial enrollment a student may graduate according to the catalog requirements in effect at the time of first enrollment or any subsequent catalog provided the requisite courses are still being offered and mandates of regulating agencies are satisfied.

If a student fails within five years to complete all requirements of the catalog in effect at the time of initial enrollment, then the student will be required to graduate under the current catalog.

Accounting / Business Administration

The Accounting/Business Administration program is designed to prepare students for transfer to a four-year university as a business major and adheres to the Texas Higher Education Coordinating Board's Field of Study Curriculum for Business. The program will provide students with a background in basic academic areas such as mathematics and the sciences, as well as introductory work in the business areas of accounting, economics and business computer applications. Graduates from the program will have earned an Associate of Science degree and will be ready for junior and senior level work in such business areas as accounting, finance, management, and marketing.

Suggested Course of Study for University Transfer Students (63 Credit Hours)

Freshman Year	Sophomore Year
PSYC 1100 or EDUC 1100	ACCT 2301
BCIS 1405	ACCT 2302
ENGL 1301	ECON 2301
ENGL 1302	ECON 2302
HIST 1301	GOVT 2305
HIST 1302	GOVT 2306
Lab Science (8 Credit Hours)	Humanities (3 Credit Hours)
MATH 1314 or MATH 1324	MATH 1325
PHED 1134	PHED Activity
SPCH 1315 or 1321	Social/Behavioral Science (3 Credit Hours)
	Visual/Fine Arts (3 Credit Hours)

Note: Completion of the Field of Study may require an additional term(s).

CERTIFICATE IN OFFICE ACCOUNTING (42 Credit Hours)

The Certificate in Office Accounting is designed to prepare students for employment as an accounting clerk and includes coursework in accounting principles, computerized accounting packages, databases, spreadsheets, and other related business curriculum.

First Semester

PSYC 1100 or EDUC 1100	Learning Frameworks
ITSC 1405	PC Operating Systems - Windows
ITSC 1409	Integrated Software Applications 1
POFT 1329.....	Keyboarding and Document Formatting
or POFT 2301	Document Formatting and Skillbuilding
POFT 1321.....	Business Math

Second Semester

ACCT 2301	Principles of Accounting
ACNT 1411	Intro to Computerized Acct.
ITSW 1404	Intro to Spreadsheets
POFT 2312.....	Business Correspondence & Communication

Third Semester

ACNT 1403.....	Intro to Accounting I
ITSC 2321	Integration of Software Applications II
BUSG 1301.....	Intro to Business
BUSG 1304.....	Personal Finance

One Tech Prep course, which may have been completed in high school.

ACCT 2301	Principles of Accounting I	3.3.1
	A study of accounting principles as applied to vouchers, books of original entry, controlling accounts, adjusting and closing entries, financial statements, controls, and accounting concepts. Fee Charged.	
ACCT 2302	Principles of Accounting II	3.3.1
	A study of accounting principles as applied to the corporate form of business, application of accounts and records peculiar to a corporation accounting for manufacturing, and analysis of financial statements. Fee Charged. Prerequisite: ACCT 2301.	
ACNT 1403	Introduction to Accounting I	4.3.3
	A study of analyzing, classifying, and recording business transactions in a manual and computerized environment. Emphasis on understanding the complete accounting cycle and preparing financial statements, book reconciliations, and payroll. Fee Charged.	
ACNT 1411	Introduction to Computerized Accounting	4.2.4
	Introduction to utilizing the computer in maintaining accounting records, making management decisions, and processing common business applications with primary emphasis on general ledger package. Fee charged.	
BUSG 1301	Introduction to Business	3.3.0
	Fundamental business principles including structure, functions, resources	

and operational resources. The student will describe the scope of business enterprise in the nation and the world today, identify major business functions of accounting, management, marketing and economics; describe the relationships of social responsibility, ethics and law in business; and define and apply business terminology.

BUSG 1304 Personal Finance 3.3.0

A study of the financial problems which people ordinarily encounter in managing their family financial affairs. Topics include financial security for the family, budgeting, use of credit, home ownership, financial tangles, and savings and investment planning. The student will identify the concepts associated with the time value of money; identify the concepts associated with personal budgeting; and recognize the differences among various savings and investment programs and classes of securities. The student will identify the options for personal insurance; describe retirement and estate planning techniques; explain the benefits of owning versus renting real property; and discuss consumer protection legislation. Introduction to utilizing the computer in maintaining accounting records, making management decisions, and processing common business applications with primary emphasis on general ledger package.

ECON 2301 Principles of Economics (Macro) 3.3.0

An introduction to the U.S. economy's organization and operation. Emphasis is placed on national income determination, monetary and fiscal policies, money and banking, business cycles, and economic growth.

ECON 2302 Principles of Economics (Micro) 3.3.0

An introduction to the market economy. Emphasis is placed on the price mechanism, supply and demand analysis, degrees of competition, and income distribution.

Agriculture

This course of study provides courses necessary for all agriculture majors at Texas four-year institutions. All courses will transfer to any Texas State four-year institution's agriculture degrees. It is important to take the course progression as provided, as some courses build upon others.

Suggested Course of Study for University Transfer Students (64-67 Credit Hours)

Freshman Year - First Semester	Freshman Year - Second Semester
PSYC 1100 or EDUC 1100	AGRI 1415
AGRI 1301	AGRI 2317
AGRI 1419	MATH 1314
ENGL 1301	ENGL 1302
HIST 1301	PHED 1134
ARTS 1301	HIST 1302