

ACCTG50 : Accounting Internship

General Information

Author:	<ul style="list-style-type: none">Michael Scott
Course Code (CB01) :	ACCTG50
Course Title (CB02) :	Accounting Internship
Department:	ACCTG
Proposal Start:	Fall 2024
TOP Code (CB03) :	(0502.00) Accounting
CIP Code:	(52.0302) Accounting Technology/Technician and Bookkeeping.
SAM Code (CB09) :	Clearly Occupational
Distance Education Approved:	No
Will this course be taught asynchronously?:	No
Course Control Number (CB00) :	CCC000584257
Curriculum Committee Approval Date:	02/28/2024
Board of Trustees Approval Date:	04/16/2024
Last Cyclical Review Date:	02/28/2024
Course Description and Course Note:	ACCTG 50 is a discipline-specific course, which allows students to earn from 1-3 units for structured, supervised work on-campus or off-campus in the field of accounting under the supervision of a faculty advisor. It is designed to provide students with hands-on, discipline-linked work experience that will extend their knowledge and understanding of career demands in accounting. Note: This course is Pass/No Pass only. Note: This course may be taken four times; a maximum of 12 units may be earned. Students must arrange an approved internship prior to enrolling in this class. Complete two or more accounting courses within your program before attempting an internship.
Justification:	Mandatory Revision
Academic Career:	<ul style="list-style-type: none">Credit

Academic Senate Discipline

Primary Discipline:	<ul style="list-style-type: none">Accounting
Alternate Discipline:	No value
Alternate Discipline:	No value

Course Development

Basic Skill Status (CB08)

Course is not a basic skills course.

Allow Students to Gain Credit by Exam/Challenge

Course Special Class Status (CB13)

Course is not a special class.

Pre-Collegiate Level (CB21)

Not applicable.

Grading Basis

- Pass / No-Pass Only

Course Support Course Status (CB26)

Course is not a support course

Transferability & Gen. Ed. Options

General Education Status (CB25)

Not Applicable

Transferability

Transferable to CSU only

Transferability Status

Approved

Units and Hours

Summary

Minimum Credit Units (CB07) 1

Maximum Credit Units (CB06) 3

Total Course In-Class (Contact) Hours 54 - 162

Total Course Out-of-Class Hours 0 - 0

Total Student Learning Hours 54 - 162

Credit / Non-Credit Options

Course Type (CB04)

Credit - Degree Applicable

Noncredit Course Category (CB22)

Credit Course.

Noncredit Special Characteristics

No Value

Course Classification Code (CB11)

Credit Course.

Variable Credit Course

Funding Agency Category (CB23)

Not Applicable.

Cooperative Work Experience

Education Status (CB10)

Weekly Student Hours

	In Class	Out of Class
Lecture Hours	0	0
Laboratory Hours	3 - 9	0
Studio Hours	0	0

Course Student Hours

Course Duration (Weeks)	18
Hours per unit divisor	54
Course In-Class (Contact) Hours	
Lecture	0
Laboratory	54 - 162
Studio	0

Total 54 - 162

Course Out-of-Class Hours

Lecture	0
Laboratory	0
Studio	0
Total	0

Time Commitment Notes for Students

No value

Units and Hours - Weekly Specialty Hours

Activity Name	Type	In Class	Out of Class
No Value	No Value	No Value	No Value

Pre-requisites, Co-requisites, Anti-requisites and Advisories

Advisory

ESL141 - Grammar And Writing IV

Objectives

- Compose a 400 to 450-word thesis-based essay which: (a) summarizes and cites appropriately a reading passage provided as a prompt, (b) includes a clear thesis statement, (c) uses evidence to support the thesis, (d) shows clear organization into an introduction, body, and conclusion, and (e) uses appropriate rhetorical modes such as comparison/contrast, cause/effect, and persuasion in order to support a thesis.
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Entry Standards

Entry Standards

Course Limitations

Cross Listed or Equivalent Course

Specifications

Methods of Instruction

Methods of Instruction Discussion

Methods of Instruction Demonstrations

Methods of Instruction Lecture

Methods of Instruction Multimedia

Methods of Instruction Field Activities (Trips)

Out of Class Assignments

- Journal (e.g. documentation of duties performed)
- Written assignments (e.g. research of industry-specific educational requirements, company profile, and etc.)
- Final resume
- Final project (e.g. professional portfolio)

Methods of Evaluation

Rationale

Other Internship facility supervisor's evaluation of student
Writing Assignment Reports (e.g. weekly reports of reflections on internship experiences)
Other Student self-evaluation (e.g. self-assessment of internship performance)

Textbook Rationale

No Value

Textbooks

Author	Title	Publisher	Date	ISBN
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No Value	No Value	No Value	No Value	No Value
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Other Instructional Materials (i.e. OER, handouts)

No Value

Materials Fee

No value

Learning Outcomes and Objectives

Course Objectives

Demonstrate an understanding of the professional and educational minimum qualifications for employment and advancement within the target career/discipline.

Demonstrate effective professional practices and soft skills of a specific career/discipline.

Analyze personal performance of specific skills related to the target career/discipline.

SLOs

Demonstrate basic occupational competencies required for employment in the target career/discipline. Expected Outcome Performance: 70.0

ILOs Analyze and solve problems using critical, logical, and creative thinking; ask questions, pursue a line of inquiry, and derive conclusions;
Core cultivate creativity that leads to innovative ideas.
ILOs

Demonstrate depth of knowledge in a course, discipline, or vocation by applying practical knowledge, skills, abilities, theories, or methodologies to solve unique problems.

Practice ethical and responsible behavior within personal, academic, professional, social, and societal contexts; recognize and welcome diverse lifestyle choices that promote physical, intellectual, psychological, and social well-being.

Course Content

Lecture Content

No value

Laboratory/Studio Content

Orientation (2 hours)

- Professional standards, behavior and ethical code of conduct
- Job skill requirements
- Self-reflection and problem solving
- Professionalism
- Appropriate attire
- Professional behavior
- Work Interactions and Sexual Harassment Policies and Procedures
- Developing learning objectives
- Employer-student contract

Internship (52-160 hours)

- On-the job shadowing of current employees
- Information gathering of current industry trends
- Public accounting, Management accounting, Governmental accounting, and Internal auditing

Total Hours: 54-162

Additional Information

Is this course proposed for GCC Major or General Education Graduation requirement? If yes, indicate which requirement in the two areas provided below.

No

GCC Major Requirements

No Value

GCC General Education Graduation Requirements

No Value

Repeatability

Not Repeatable

Justification (if repeatable was chosen above)

No Value

Resources

Did you contact your departmental library liaison?

No

If yes, who is your departmental library liaison?

No Value

Did you contact the DEIA liaison?

No

Were there any DEIA changes made to this outline?

No

If yes, in what areas were these changes made:

No Value

Will any additional resources be needed for this course? (Click all that apply)

- No

If additional resources are needed, add a brief description and cost in the box provided.

No Value