

Professionals in accounting provide accurate records and ensure taxes are completed for businesses, government agencies, firms, and individuals. The basic tasks of this occupation include preparing, analyzing, and verifying financial documents in order to provide information to clients. You may also broaden your skills and services to include budget analysis, information technology consulting, and limited legal and financial services.

What type of career can I have with this major?

The two year Accounting major is intended to provide entry level employment. In order to open the door to other higher level employment opportunities listed, advanced education, degrees, licensing, certification and experience may be required for some of the career options such as Controller, CPA, and others.

- Account Clerk
- Accountant (CPA)
- Accounting Payroll Specialist
- Actuary
- Auditor
- Benefits Administrator
- Bookkeeper
- Budget Consultant
- Claims Adjuster
- Computer Operations Supervisor
- Computer Operator/Programmer
- Controller
- Credit and Collection Specialist
- FBI Agent
- Forensic Accountant
- Insurance Officer
- Investment Analyst
- Loan Administrator
- Management Consultant
- Market Research Analyst
- Payroll Manager
- Revenue Agent

Where can I work?

This profession provides you with a choice of various work environments including government agencies, non-profit organizations, for-profit agencies, and public and private companies.

- Accounting Firms
- Advertising Companies
- Banks
- Colleges and Universities
- Computer Industry
- Finance Companies
- Government Agencies
- Hospitals
- Insurance Companies
- Investment Firms
- Labor Unions
- Management Consulting Firms
- Social Services Agencies and Organizations
- Stock/Securities Brokers
- Trade Associations

What type of professional organizations and resources are available in this industry?

There are many professional organizations that offer resources, articles, job opportunities, training and conference information. We suggest you visit each organization's website to gather more information and contacts in your field.

- American Institute of Certified Public Accountants
- National Association of State Boards of Accountancy
- Institute of Management Accountants
- Accreditation Council for Accountancy and Taxation
- The Institute of Internal Auditors
- Information Systems Audit and Control Association
- Association of Government Accountants

What type of Accounting program does San Diego Mesa College offer?

The accounting program at San Diego Mesa College prepares students for employment as a bookkeeper, account clerk, accounting technician, audit or tax aide, or accountant trainee. Practical coursework allows students to work part-time in the field while completing the curriculum.

- Certificate of Performance: Government/Nonprofit Accounting
- Certificate of Achievement: Accounting
- Associate in Science: Accounting

See college catalog for program descriptions, course titles, and areas of emphasis.

Associates Degrees/Certificates**Getting Started**

- Step 1:** [Application](#) - Start by completing the online application for admission
- Step 2:** [Orientation](#) - Complete the online New Student Orientation (Flash player required)
- Step 3:** [Assessment](#) - Visit the Assessment office to learn about English and math testing
- Step 4:** [Advisement](#) - Complete the online First Semester Planning Workshop
- Step 5:** [Registration](#) - Register for classes

While You're Taking Classes

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|--|----------------------|------------------------------|
| Update your resume and craft a cover letter | Attend job fairs | Conduct industry research |
| Look into volunteer/internship opportunities | Perform job searches | Think about transfer options |

See the Transfer or Career Center for assistance

Transfer Options**Getting Started**

- Join a professional accounting association as a student member
- Decide if you will major in accounting for transfer
- Map out where you want to transfer for your accounting Bachelor's degree

Education Planning**Fall semester 1st year (1-15 units):**

- 1) Attend transfer workshops 2) Review articulation agreements 3) Map general education (GE) requirements
4) Identify regionally accredited 4-year institutions to apply 5) Attend a Transfer Fair 6) Meet with a counselor

Spring semester 1st year (16-30 units):

- 1) Continue to attend transfer workshops 2) Check-in with a counselor to make sure your educational plan is on track
3) Seeking tutoring assistance in the academic skills center to keep your grades competitive

Fall semester 2nd year (31-45 units):

- 1) Submit admissions applications to 4-year institutions: Fall for CSU/UC; Early spring for private and out-of-state institutions 2) Identify deadlines and due dates for admissions transcripts and other documents

Spring semester 2nd year (46-60 units):

- 1) Identify deadlines and due dates for admissions transcripts and other documents 2) Submit your FAFSA between January 1st-March 1st. 3) Turn in your deposit and registration forms to the institution you decide to attend. 4) Attend the transfer orientation event(s) at your new campus 5) Complete academic coursework and transfer!

While You're Taking Classes

- Update your resume • Prepare a cover letter • Complete an internship in accounting • Build your network • Maintain a strong GPA • Hold a leadership position in an accounting club/society • Find a mentor
- Seek a year-long job in accounting under the supervision of a CPA • Visit your Career Center as much as possible!

CPA Licensing