

POST-BACCALAUREATE CERTIFICATES IN **ACCOUNTING**

Online Programs

Accounting is the common language of business — it touches every facet of an organization. Northwestern's online post-baccalaureate certificates provide working professionals with the precise education they need for career advancement or CPA preparation. Courses in three structured certificates — Fundamentals of Accounting, CPA Preparation and Advanced Accounting — are available online. Online accounting courses can also be combined with on-campus courses to meet the requirements of accounting certificates or certificates in other subjects, including customized certificates.

The **Fundamentals of Accounting** certificate provides students with a solid foundation in the principles and practices of accounting, including financial reporting and taxation. Individuals who have budget responsibilities or who aspire to such work will profit from a basic knowledge of accounting.

Career changers who need the accounting course work to meet CPA requirements can complete the **CPA Preparation** certificate. The program consists of 12 courses (equivalent to 30 semester hours) to meet the Illinois' CPA requirements. Students in other states can customize their certificates to meet any requirements that apply.

The **Advanced Accounting** program offers in-depth and advanced knowledge of a range of topics, from auditing to income tax to research and communication. Students who have already completed significant course work in accounting may use these courses to complete their course requirements for the Illinois CPA examination or CPA exams in other states. Where necessary, students can customize their choice of courses to meet specific state requirements.

ADVANCE YOUR CAREER OR PREPARE TO BE A CPA

- Build a solid foundation in accounting principles and practices with the Fundamentals of Accounting certificate.
- Develop analytical, regulatory, and communications skills in preparation for the CPA exam in the CPA Preparation or Advanced Accounting certificates.
- Study online — core courses in these programs are available online.
- Combine online and on-campus courses to meet certificate requirements, or create a custom post-baccalaureate certificate to suit your needs.



“Our online accounting courses provide working professionals with more flexibility and greater access to the courses they need. Each course delivers the rigor and quality of Northwestern University that prepares students for the challenges ahead.”

Peter Kaye, PhD, Assistant Dean

312-503-2579 • sps.northwestern.edu/post

Northwestern
PROFESSIONAL STUDIES

Curriculum

POST-BACCALAUREATE ACCOUNTING CERTIFICATES ONLINE PROGRAMS

Course descriptions and schedule information are available at sps.northwestern.edu/post

FUNDAMENTALS OF ACCOUNTING

PROGRAM GOALS

STUDENTS IN THE PROGRAM WILL:

- Analyze and prepare financial statements
- Employ critical thinking skills to analyze financial data as well as the effects of differing financial accounting methods on the financial statements
- Define the needs of the various users of accounting data and demonstrate the ability to communicate such data effectively, as well as the ability to provide knowledgeable recommendations
- Apply cost accounting methods to evaluate and project business performance
- Demonstrate an understanding of the taxation of individual income

REQUIRED COURSES

- ACCOUNT 201 Introduction to Financial Accounting
- ACCOUNT 202 Introduction to Managerial Accounting
- ACCOUNT 208 Income Tax
- ACCOUNT 210 Intermediate Accounting
- ACCOUNT 310 Managerial Cost Accounting

TUITION AND FEES

Post-baccalaureate tuition for the 2016–17 academic year is \$1,811 per course. Online students also pay a technology fee of \$120 per course.

CPA PREPARATION

PROGRAM GOALS

STUDENTS IN THE PROGRAM WILL:

- Fulfill the requirements of the CPA exam
- Analyze and synthesize complex financial information to make recommendations for action
- Integrate accounting knowledge with business knowledge to make informed decisions
- Prepare financial documents that meet regulatory requirements as well as the needs of business clients or owners
- Demonstrate accounting knowledge through clear written and oral presentations, which consider the needs of the audience
- Use research methods to resolve accounting issues, making use of authoritative documents and online databases

REQUIRED COURSES

- ACCOUNT 201 Intro to Financial Accounting
- ACCOUNT 202 Intro to Managerial Accounting
- ACCOUNT 208 Income Tax I
- ACCOUNT 210 Intermediate Accounting I
- ACCOUNT 211 Intermediate Accounting II
- ACCOUNT 308 Income Tax II
- ACCOUNT 310 Cost Accounting
- ACCOUNT 350 Auditing Principles and Procedures
- ACCOUNT 360 Auditing Principles & Procedures II
- ACCOUNT 390 Topics: Forensic Accounting
- ACCOUNT 390 Topics: International Accounting
- ACCOUNT 390 Topics: Research & Communication

ADVANCED ACCOUNTING

PROGRAM GOALS

STUDENTS IN THE PROGRAM WILL:

- Fulfill the requirements of the CPA exam
- Analyze and synthesize complex financial information to make recommendations for action
- Integrate accounting knowledge with business knowledge to make informed decisions
- Prepare financial documents that meet regulatory requirements as well as the needs of business clients or owners
- Demonstrate accounting knowledge through clear written and oral presentations, which consider the needs of the audience
- Use research methods to resolve accounting issues, making use of authoritative documents and online databases

REQUIRED COURSES

- ACCOUNT 211 Intermediate Accounting II
- ACCOUNT 350 Auditing Principles & Procedures I
- ACCOUNT 390 Topics: Research and Communication

ELECTIVES (2 to 4 courses, based on previous coursework)

- ACCOUNT 308 Income Tax II
- ACCOUNT 360 Auditing Principles & Procedures II
- ACCOUNT 390 Topics: International Accounting
- ACCOUNT 390 Topics: Forensic Accounting

Students in the CPA Preparation and Advanced Accounting certificates can customize these certificates, if necessary, to meet specific state requirements.

Admission

Visit us online or speak with an Admissions Adviser for more program and admission information.

sps.northwestern.edu/post
spspost-bacc@northwestern.edu
312-503-2579

APPLICATION DEADLINES

Applications are accepted every quarter.

| QUARTER | DEADLINE |
|---------|------------|
| FALL | August 1 |
| WINTER | November 1 |
| SPRING | February 1 |
| SUMMER | May 1 |

APPLICATION CHECKLIST

Online application — begin the application process by visiting sps.northwestern.edu/apply and selecting Post-Baccalaureate Certificates. There is no application fee.

Supplemental materials — applicants must provide the following supplemental materials:

- Statement of purpose
- Current resume or CV
- Official transcript showing Bachelor's degree conferral
- Documentation of English proficiency for students whose first language is not English

Supplemental materials, with the exception of transcripts, must be uploaded to the online application.

OFFICIAL TRANSCRIPTS

Northwestern University accepts e-transcripts from US institutions via secure electronic providers. Please consult with your undergraduate institution to see if they are part of a secure e-delivery network. Official electronic transcripts may be sent to: spsadmissions@northwestern.edu. Please note transcripts are not accepted by fax or personal email.

If your institution is not part of a secure e-delivery network, official hard copy transcripts may be sent to the address below:

Post-baccalaureate Certificate Admissions
Northwestern University School of Professional Studies
Wieboldt Hall, Sixth Floor
339 East Chicago Avenue
Chicago, Illinois 60611

TRANSFER CREDIT POLICY

With the exception of the CPA Preparation program, courses from an institution other than Northwestern University may not be transferred to satisfy program requirements.

Students in the CPA Preparation program may transfer up to eight semester hours or twelve quarter hours of academic credit toward their program. An official transcript from the grade-granting institution showing a grade of C or better must be submitted

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for transfer credit to be awarded. It is recommended that all transcripts related to a transfer credit request be submitted at the time of application to the program as all credit must be approved before a student begins his or her coursework at SPS.

INTERNATIONAL APPLICANTS

SPS welcomes international students to apply to our undergraduate programs. SPS does not, however, process I-20 or DS-2019 forms for full-time student or exchange visas. Our programs are designed as part-time programs for working professionals and cannot be used to maintain legal status in the United States. Please contact the International Office with any questions. at 847-491-5613 or www.northwestern.edu/international

INTERNATIONAL TRANSCRIPTS

Applicants with international transcripts must request an official credential evaluation from a NACES member which provide U.S. educational equivalents for each educational credential earned. These may also be called general reports or document-by-document reports. The evaluations must be prepared for Northwestern University School of Professional Studies and must arrive in our office in a sealed envelope issued by the evaluator. Please contact the Admissions Office for further guidance.

ENGLISH PROFICIENCY

All applicants to SPS programs whose first language is not English, at minimum must demonstrate language proficiency. Applicants may provide official scores for either the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System (IELTS) exam. The test must be taken no more than two years before the intended quarter of entry. For the TOEFL, applicants must score 600 or higher on the paper-based test, 250 or higher on the computer-based test, or 100 or higher on the internet based test. SPS's institutional code for the TOEFL is 9019. For the IELTS exam, applicants must receive a score of 7.0 or higher. Additionally, students may choose to provide official transcripts verifying an undergraduate or graduate degree from an accredited four-year institution or equivalent, where the sole language of instruction is English. Please contact the Admissions Office for more information.