

## Accounting Payroll Practitioner (APP) Newnham Campus

Pre-September 2014 Entry

September / January Year 1, Level 1	January / May Year 1, Level 2	September Year 2, Level 3	January Year 2, Level 4	September / January / May CO-OP WORK TERM
<b>ACC 120</b> Accounting Basics I (4 hours) (*PCP)	<b>ACC 220</b> Accounting Basics II (4 hours) <b>Pre-req. ACC 120</b>	<b>ACC 427</b> PC Applications & Accounting Software (3 hours) <b>Pre-req. ACC 120, ICA 001</b>	<b>ACC 400</b> Taxation (4 hours) <b>Pre-req. ACC 220, QNM 106, EAC 150</b>	<b>CWT 100</b> Co-op Work Term <b>Pre-req. CPP 100</b>
<b>BUS 106</b> Intro. to Business Administration (4 hours) <b>Co-req. EAC 149 / EAP 500</b>	<b>APP 300</b> Payroll Compliance Legislation (3 hours) (*PCP) <b>Pre-req. ACC 120</b>	<b>APP 301</b> Payroll Fundamentals I (3 hours) (*PCP) <b>Pre-req. APP 300</b>	<b>ACC 425</b> Management Accounting (4 hours) (*CPM) <b>Pre-req. ACC 220, SMS 216 Co-req. EAC 349</b>	<b>CPP 200*</b> Co-op Professional Practice Seminar <b>Pre-req. CPP 100 Co-req. CWT 100</b>
<b>EAC 150</b> College English (3 hours)	<b>HRA 701</b> Introduction to Human Resources Management (3 hours) <b>Pre-req. EAC 149/EAP 500 or EAC150</b>	<b>EAC 349</b> Effective Business Writing (4 hours) <b>Pre-req. EAC 150</b>	<b>APP 302</b> Payroll Fundamentals II (3 hours) (*PCP) <b>Pre-req. APP 301, EAC 150</b>	* CPP 200 is offered over a weekend during the last month of the Co-op work term.
<b>ICA 001</b> Intro. to Computer Applications (2 hours)	<b>OBR 250</b> Organizational Behaviour Management (3 hours) (*CPM) <b>Pre-req. BUS 106</b>	<b>HRA 831</b> Design and Administration of Compensation Plans (3 hours) (*CPM) <b>Pre-req. HRA 701</b>	<b>APP 303</b> Call Centre Operations-- Accounting & Payroll (3 hours) <b>Pre-req. APP 301, ACC 427, EAC 150</b>	
<b>QNM 106</b> Mathematics of Finance (4 hours)	<b>SMS 216</b> Intro. to Microcomputers II (3 hours) <b>Pre-req. ACC 120, ICA 001</b>	<b>GENERAL EDUCATION 2</b> (3 hours)	<b>APP 304</b> Payroll, Accounting, and Technology Practicum (3 hours) <b>Pre-req. ACC 220, ACC 427, APP 301, EAC 150</b>	
<b>SSC 100</b> Success Strategies for College (2 hours)	<b>GENERAL EDUCATION 1</b> (3 hours)		<b>CAP 503</b> Career Planning (1 hour) (non co-op only) <b>Pre-req. EAC 349</b> or <b>CPP 100</b> Co-op Professional Theory (1 hour) <b>Pre-req. EAC 349</b>	
			<b>GENERAL EDUCATION 3</b> (3 hours)	

**NOTE:**

APP Students must maintain a GPA of 2.5 or better to remain in the program.

APP students must take 3 GENERAL EDUCATION COURSES, and at least one of these must be from a different area of interest than the others.

Students must successfully complete EAC 149 or EAP 500 before entering semester 3.

Students must successfully complete EAC 150 before entering semester 4.

Students with CPT test score indicating a requirement for remedial math should take QNM 103 in Semester 1 and QNM 104 in Semester 2 (QNM 103 + QNM 104 = QNM 106)

Subject sequence, pre-requisites, and co-requisites are subject to change.

Last Updated: March 2016