

UMSL ACCOUNTING PROGRAMS HANDBOOK

A Guide for Accounting Students at the University of Missouri-St. Louis

2018-19 Edition

MISSION OF THE ACCOUNTING DEPARTMENT

To foster excellence in accountancy by:

- Providing a rigorous educational experience as a framework for lifelong learning to individuals of diverse academic backgrounds
- Creating, expanding and disseminating knowledge through scholarly activities
- Serving the academic, professional, and business communities.

<http://www.umsl.edu/divisions/business/accounting/acctg.html>



EARNED EXCELLENCE



THE BEST BUSINESS SCHOOLS IN THE WORLD
THE BEST ACCOUNTING PROGRAMS IN THE WORLD

What You Can Learn in this Handbook:

Why study Accounting?

What makes UMSL Accounting degrees valuable?

What do I need to know if I am a transfer student?

What Degree programs are available to me?

How do I get admitted into the UMSL Graduate Business College?

If I am a current student, can I earn early admission into the Master of Accounting program?

What is the Graduate Management Admissions Test (GMAT)?

How do I become a CPA?

Is financial assistance available?

Are there paid accounting internships? (Spoiler alert: a lot!)

What do UMSL Accounting students do besides study?

When and how do I get a full-time position?

Will I be remembered when I graduate?

Where can I learn more?

Why Study Accounting?

The CPA profession is dynamic, intellectually rewarding, and lucrative. Our graduates earn entry level positions, earn the Certified Public Accountant designation and other professional designations, and then rise to high-ranking positions such as “C-Suite” corporate executive roles, CPA firm senior managers and partners, internal audit executives, information systems auditors and executives, lawyers, investment bankers, entrepreneurs, risk management executives, not-for-profit corporation and agency leaders, governmental agency leaders, high school teachers, and University professors. As you can see, a degree in Accounting opens the door to vast opportunities.

What Makes UMSL Accounting Degrees Valuable?

The UMSL Accounting curricula prepare graduates well. Our alumni are leaders at local, regional, national, and international Certified Public Accountant (CPA) firms, Corporations, not-for-profit corporations and agencies, and government agencies across the globe. Our graduates launch their careers at leading CPA firms such as Anders, BDO, BKD, BSW, Deloitte, E&Y, CLA, KPMG, PWC, RubinBrown, Mueller Prost, and UHY, at leading corporations such as Ameren, Anheuser-Busch InBev, BJC Healthcare, Boeing, Centene, Edward Jones, Emerson, Enterprise, Express Scripts, Laclede Gas, SSM Healthcare, and Wells Fargo, and at leading government agencies like the FBI, the Federal Reserve, and the FDIC. Our graduates also pass the CPA Exam at rates far beyond the national average.

The Accounting Faculty at UMSL is committed to seeing such success come to every graduating class. Our faculty is composed of full-time scholars who teach day and evening courses in both the undergraduate and graduate programs. The professors hold PhDs from top academic accounting programs including Indiana University, the University of Utah, Drexel University, and Virginia Tech. In addition to extensive academic experience, our faculty members average over 10 years in professional practice with prestigious organizations such as EY, PWC, Deloitte, Anheuser Busch InBev, and Citicorp. The faculty is also active in research and have published their research in leading accounting journals such as *The Accounting Review*, *Journal of Accounting & Economics*, *Accounting Horizons*, *Contemporary Accounting Research*, *Issues in Accounting Education*, *Journal of the American Taxation Association*, and the *Journal of Accountancy*. You will find your Professors on campus and readily available to answer your questions or discuss your career aspirations.

We also have outstanding student services available for our students. We have a staff of full-time advisors for the undergraduate and graduate academic programs to help you plan your studies. We also have an outstanding Career Placement Office that facilitates interviews with organizations seeking to hire our accounting students. The Career Placement professionals are available any time to help you with resumes and interviewing skills. See

<http://www.ums.edu/depts/career/>

What Do I Need to Know if I Am a Transfer Student?

If you are transferring to UMSL, we WELCOME you with open arms and we work to make your transition seamless. Many students each semester transfer to us from community colleges, other campuses of the University of Missouri system, and colleges and universities around the globe.

To get started, make sure your application is completed in a timely manner so that you can be admitted and register for the classes you want. A complete application includes transcripts of coursework taken in high school and other colleges and universities. Only you can request to have these transcripts sent to UMSL from those institutions, as they contain confidential information. You can apply on-line <http://www.umsl.edu/admissions/apply-now.html>.

Make an appointment to see an Academic Advisor in the College of Business Administration. They will help you plan your course of study and select courses based on a review of your transcript. Consulting an advisor early is important to help you identify how your previous coursework will transfer to UMSL and which previously taken courses are equivalent to College of Business Administration courses. We recommend that you visit an academic advisor regularly during your program to learn about changes in curricula and to help you stay on track. Contact the College of Business Administration Office of Undergraduate Studies to request an information packet or to schedule an appointment. You can call them at (314) 516-5888 or visit them personally on the first floor of Anheuser-Busch Hall (Suite 107).

You should expect the University of Missouri-St. Louis to be different from your previous educational institution. UMSL is one of four Universities that comprise the research university system in Missouri. We feature rigorous academic programs with high expectations of performance for its faculty and its students. Even if you have attended a college or university elsewhere, it is important to understand the expectations of your UMSL instructors and fulfill them in order to successfully complete a degree at this institution. Accounting faculty members are very accessible by phone, e-mail, or by visiting their offices. Take advantage of their presence on campus to get help with class work, to find helpful campus resources, and to help you understand the accounting program and profession.

What Degree Programs are Available?

Bachelor of Science in Accounting (B.S.A.)

The Bachelor of Science in Accounting (BSA) degree program is a 120-credit hour program that requires at least 60 hours to be taken outside of the College of Business Administration. The general education and business core course requirements are the same as those for the Bachelor of Science in Business Administration (BSBA) degree program. In addition, there are six required accounting courses at the 3000 level or greater. These courses are the following:

ACCTNG 3401	Financial Accounting & Reporting I
ACCTNG 3402	Financial Accounting & Reporting II
ACCTNG 3421	Accounting Information Systems
ACCTNG 3411	Cost Accounting
ACCTNG 3441	Income Taxes
ACCTNG 4435	Auditing

A sample program is provided below. *[Note: If you want to qualify to sit for the CPA examination in Missouri, you must have 150 credit hours of coursework. Options for fulfilling this requirement are discussed later.]*

A sample eight-semester plan of study for completing the Bachelor of Science in Accounting (B.S.A.) degree is provided on the next page.

Sample Bachelor of Science in Accounting Degree Program

Semester 1:

MATH 1030 College Algebra
 ENGL 1100 Freshman Composition
 Humanities course
 State Requirement course
 Social Science course

Semester 2:

MATH 1100 Basic Calculus
 ECON 1001 Microeconomics
 Humanities
 Science Lecture
 Cultural Diversity

Semester 3:

MATH 1105 Probability and Statistics
 ACCTNG 2400 Fundamentals of Financial Accounting
 ECON 1002 Macroeconomics
 INFSYS 2800 Systems Concepts and Applications
 Ethics

Semester 4:

ACCTNG 2410 Managerial Accounting
 SCMA 3300 Business Statistics
 BUSAD 2900 Legal Environment of Business
 Speech
 Social Science

Semester 5:

SCMA 3320 Operations Management
 MKTG 3700 Basic Marketing
 ACCTNG 3401 Financial Accounting and Reporting I
 ENGL 3120 Business Writing
 Global Awareness Elective

Semester 6:

FINANCE 3500 Financial Management
 MGMT 3600 Management and Organizational Behavior
 ACCTNG 3402 Financial Accounting and Reporting II
 ACCTNG 3421 Accounting Information Systems
 Non-Business Elective

Semester 7:

ACCTNG 3411 Cost Accounting
 ACCTNG 4435 Auditing
 Global Awareness Elective
 Non-Business Elective
 Elective

Semester 8:

ACCTNG 3441 Income Taxes
 MGMT 4219 Strategic Management
 MGMT 4220 Business Assessment Testing
 Elective
 Non-Business Elective

Master of Accounting

The Master of Accounting (M.Acc.) degree program is intended for students preparing to enter the accounting profession and working professionals seeking to advance their careers. Completing the Master of Accounting degree requirements will simultaneously satisfy the minimum education requirements to be eligible to take the Certified Public Accountant (CPA) examination in Missouri.

The Master of Accounting degree usually requires 30 hours (requirements B and C below) for students that hold degree in accounting. If a student holds an undergraduate degree in business but with a non-Accounting emphasis, completing the Master of Accounting degree will normally require around 45 credit hours. The degree usually requires 54-60 hours for students that hold an undergraduate degree in a field other than business.

Many of our students working full time, so the upper level classes are scheduled in the evening.

Prerequisite Courses:

Professional Accounting Core (21 credit hours/ 15 upper level Accounting credit hours):

ACCTNG 2400	Fundamentals of Financial Accounting
ACCTNG 2410	Managerial Accounting
ACCTNG 3401	Financial Accounting and Reporting I
ACCTNG 3402	Financial Accounting and Reporting II
ACCTNG 3421	Accounting Information Systems
ACCTNG 3411	Cost Accounting
ACCTNG 3441	Income Taxes

Master of Accounting Curriculum:

A. General Business (18 credits)

These requirements may be waived with appropriate undergraduate courses.

Quantitative Methods:

SCMA 5300	Statistical Analysis for Management Decisions
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Finance Requirement:

FINANCE 6500	Financial Management
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Choose any four courses from the following:

BUS AD 5100	Managerial Communication
BUS AD 5900	Law, Ethics, and Business
BUS AD 6990	Strategy Formulation and Implementation
INFSYS 5800	Management Information Systems
SCMA 5320	Production and Operations Management
MGMT 5600	Organizational Behavior and Administrative Processes
MKTG 5700	Contemporary Marketing Concepts

B. Master of Accounting Degree Requirements (15 credits):

**These requirements may be waived with appropriate undergraduate courses. If courses are waived, students must take additional accounting electives to meet the minimum credit hour requirement.*

Core Requirements:

ACCTNG 4401	Financial Accounting & Reporting III
ACCTNG 4402	Financial Accounting & Reporting IV
ACCTNG 4435	Auditing *

Graduate Topics Course (Choose *one* course from the following graduate topics courses):

ACCTNG 5403	Graduate Topics in Financial Accounting
ACCTNG 5412	Graduate Topics in Managerial Accounting: Controllership
ACCTNG 5435	Graduate Topics in Auditing
ACCTNG 6441	Graduate Topics in Taxation

Research Course (Choose *one* course from the following research courses):

ACCTNG 5402	Professional Accounting Research
ACCTNG 5406	Accounting Research and Professional Writing
ACCTNG 5441	Tax Research

C. Electives (15 credits)

Students must complete 15 credits of electives. At least six hours of these electives must be accounting electives. The other 9 credits can come from either the accounting list or the business list shown below.

Accounting Electives:

ACCTNG 5402	Professional Accounting Research
ACCTNG 5403	Graduate Topics in Financial Accounting
ACCTNG 5406	Accounting Research & Professional Writing
ACCTNG 5408	Fraud Examination
ACCTNG 5412	Graduate Topics in Managerial Accounting: Controllership
ACCTNG 5435	Graduate Topics in Auditing
ACCTNG 5436	Systems Auditing
ACCTNG 5441	Tax Research
ACCTNG 5446	Advanced Topics in Taxation
ACCTNG 5480	International Accounting
ACCTNG 5490	Graduate Accounting Internship
ACCTNG 5491	Contemporary Issues in Accountancy
ACCTNG 5498	Graduate Topics in Accounting
ACCTNG 5499	Individual Research in Accounting
ACCTNG 6441	Graduate Topics in Taxation

Non-Accounting Business Electives:

Any	BUS AD 5000 and above
Any	SCMA 5300 and above
Any	FINANCE 5500 and above
Any	MGMT 5600 and above
Any	MKTG 5700 and above
Any	INFSYS 5800 and above

All Master of Accounting degree students must complete at least 15 hours in accounting (a minimum of 12 hours at the 5000-level). To plan your course of study, consult an advisor to determine when specific courses will be available as some courses are not offered every year.

Please check the university's website:

<https://www.umsl.edu/divisions/business/accounting/Degree%20and%20Certificate%20Programs/index.html> for specific courses and course descriptions.

Master of Business Administration (MBA) – Accounting Emphasis

For students desiring a broader business orientation in graduate study, the MBA is a good choice. *Students may fulfill the State of Missouri requirements to sit for the CPA examination through the MBA program with emphasis in Accounting only if they already have an undergraduate degree in Accounting.*

A. General Requirements:

	Quantitative Skills Bootcamp
BUS AD 5000	Economics for Managers
BUS AD 5100	Managerial Communications
SCMA 5300	Statistical Analysis for Management Decisions

B. Core Requirements:

ACCTNG 5400	Financial and Managerial Accounting
BUS AD 5900	Law, Ethics, and Business
FINANCE 6500	Financial Management
INFSYS 5800	Management Information Systems
SCMA 5320	Production and Operations Management
MGMT 5600	Managing People in Organizations
MKTG 5700	Contemporary Marketing Concepts

[Based on a formal review and evaluation of the Graduate Business Programs Office, candidates may be granted waivers in the Business Core section. Waivers depend on the availability of, and performance in, prior coursework. Regardless of the number of courses waived, all students must complete at least 30 hours to earn the MBA degree.]

C. Advanced Topics (*):

Students must take at least one course in each functional area: Accounting, Finance, Information Systems, Management, Marketing, and Logistics and Supply Chain Management.

ACCTNG 5401	Financial Reporting and Analysis (if 5400 waived)
Any approved	6000-level course beyond FINANCE 6500 (if 6500 waived)
Any approved	5000-level course beyond MKTG 5700 (if 5700 waived)
Any approved	5000-level course beyond INFSYS 5800 (if 5800 waived)
Any approved	5000-level course beyond SCMA 5320 (if 5320 waived)

D. Required Electives:

Students must complete a minimum of nine credit hours of elective courses that are graduate-level and business-related. Elective classes may be applied to an emphasis.

E. Global Management (Choose one of the following):

BUS AD 6990	Strategy Formulation and Implementation
INTL BUS 5289	Internal Business Strategies
MGMT 4614	Entrepreneurship / Small Business Management

[Note: for students with a non-business degree, the Global Management requirement is satisfied only with BA 6990 – Strategy Formulation and Implementation.]

F. Emphasis:

MBA students may obtain an emphasis in Accounting, Finance, Information Systems, International Business, Logistics and Supply Chain Management, Management, Marketing, or Operations Management. Beyond ACCTNG 5400, MBA students seeking an emphasis in Accounting must complete ACCTNG 5401 and a minimum of 9 additional hours of 4400-level or 5400-level Accounting electives.

[Note: Any 4400 or 5400-level ACCTNG course for which the student meets the prerequisites may be substituted for ACCTNG 5400 and ACCTNG 5401. Only courses that are substantially different from those taken for credit in a student's undergraduate program are acceptable though.]

Advisors in the *Office of Graduate Programs in Business* can assist you in preparing your application packet and planning your course of study. You can call them at (314) 516-5885 or visit them in 104 Anheuser-Busch Hall.

How do I get into Graduate school?

To be eligible to apply to any graduate business program at UMSL, you must hold a baccalaureate degree from an accredited college or university and you must demonstrate high promise for academic success. Admission to the Master of Accounting program is competitive, and all aspects of a student's application (letters of recommendation, previous work experience, grade point average, and performance on the Graduate Management Admissions Test (GMAT)) are considered when making admissions decisions.

Before your application to a graduate program in business will be considered, you must submit the completed application and:

- a. Have official transcripts covering all collegiate academic work sent to the Office of Graduate Admissions (or the Office of International Student Services for international students).
- b. Take the GMAT and have your scores sent to the University of Missouri-St. Louis.
- c. Forward two letters of recommendation from professors or employers and a current résumé to the Office of Graduate Admissions (or Office of International Student Services).

Because it takes time to register and prepare for the GMAT, take the test, and have scores received in our office, students are encouraged to write early for information. You may request information about the graduate business programs and apply on- line through the Admissions web page:

<http://www.umsl.edu/admissions/apply-now.html>

Master of Accounting Early Admission Policy

The Accounting Department provides an admission option for outstanding students at the University of Missouri - St. Louis. The Early Admission option is available to any applicant who meets ALL of the following criteria:

- Will earn a B.S. in Accounting or a B.S. in Business Administration at UMSL prior to entering the Master of Accounting program
- Has an overall undergraduate GPA of 3.0 or higher at the time of application
- Has completed at least three 3000-level accounting classes at UMSL
- Has a UMSL upper-level accounting GPA of 3.2 or higher

Students who meet the academic qualifications and deadlines above will receive an expedited admission decision, generally within two weeks of their application. This will allow them to register for graduate classes for the coming semester on a timely basis.*

*Currently, UMSL policy allows early admission students to register for only one semester before their Bachelor degrees are conferred. Therefore, students who wish to take summer classes (including an internship for credit) should register for Fall semester classes first, in order to ensure enrollment in their preferred Fall classes. Enrollment in an internship for credit and certain summer courses is more flexible and can be accomplished after graduation.

Students who do not meet the qualifications for Early Admission are encouraged to submit complete application packages as early as possible. Applications are reviewed on a rolling basis and applicants who are accepted early will be able to register for classes on a timely basis.

Advisors in the Office of Graduate Programs in Business can assist you in preparing your application packet. You can call them at (314) 516-5885 or visit them in person in Suite 104 Anheuser-Busch Hall.

What is the GMAT?

All applicants to graduate business programs at the University of Missouri-St. Louis are required to take the Graduate Management Admissions Test (GMAT). The GMAT is a standardized assessment that provides business schools with an indication of the intellectual capacity of applicants for advanced study.

The GMAT measures basic verbal, mathematical, and analytical writing skills that students have developed over a long period of time in your education and work. It consists of an Analytical Writing Assessment, a quantitative section, and a verbal section. It does NOT measure:

- a. Your knowledge of business
- b. Your job skills
- c. Specific content in your undergraduate or first university course work
- d. Your abilities in any other specific subject area
- e. Subjective qualities—such as motivation, creativity, and interpersonal skills

Preparing to take the GMAT

No admission decision is made on the basis of test scores alone. However, your GMAT score is a significant part of your application. It is important to prepare for the test carefully. The Graduate Management Admission Council recommends that you prepare at least four weeks before you attempt the exam.

GMAT Preparation Materials

There are many resources available to help you prepare for the GMAT. They vary greatly in the amounts of time and money they require. You should decide on a level of preparation that meets *your* needs. Be aware that the GMAT is taken by individuals worldwide who hope to gain admission to graduate business programs. Even if you have done well in your undergraduate program, taking the GMAT without adequate preparation could result in a low score, which may delay or impede your entrance into a graduate business program.

If you have any questions about registering or preparing for the GMAT, contact the Office of Graduate Programs in Business. You can call them at (314) 516-5885 or visit them in person in Suite 104 Anheuser-Busch Hall.

What Does It Take to Become a Certified Public Accountant?

CPA Certification in Missouri

Eligibility requirements, to sit for the CPA examination as a Missouri candidate are as follows:

- Be of good moral character
- Be at least 21 years of age
- Hold a baccalaureate degree in any field of study
- Have successfully completed a minimum of 150 credit hours of higher education
- Have successfully completed a minimum of 60 credit hours in business
- Have successfully completed 33 credit hours in accounting (these can be included in the 60 credit hours in business)
- Have completed a course in Auditing

Candidates can begin testing 60 days prior to the end of the semester in which the requirements to sit for the exam will be completed. Candidates must submit an official transcript and enrollment verification worksheet notarized by the UMSL registrar with the application.

Potential CPA Examination Candidates: For preliminary credential evaluation services, contact 1-800-CPA-Exam or <http://www.nasba.org/exams/cpaexam/missouri>

In addition to successfully passing the certification exam, the State of Missouri also has a professional experience requirement before a certificate and license to practice will be granted.

Refer to Missouri State Board of Accountancy Regulation Specifying Eligibility Requirements for the Missouri CPA Examination (Paragraph 4 CSR 10-2.041 of regulations) for details of the statute governing certification.

The University of Missouri-St. Louis continues to offer a 120-credit hour Bachelor of Science in Accounting degree program for students who wish to enter areas of the accounting profession that do not require CPA certification. The BSA will provide an excellent foundation for entry into the profession, but Missouri state law requires that 30 additional hours of study that fulfill the requirements listed above are required before attempting the CPA examination.

Please note that the State law does not require a master's degree to fulfill the 150-credit hour CPA requirement. Some students may wish to take additional undergraduate courses to fulfill the requirement or may enter graduate programs that complement their BSA degrees. Consult your advisor, professors, and your professional contacts early in your academic program to plan the best path to fulfill your career goals.

Taking the CPA Exam

The Certified Public Accountants Examination is delivered in a computer-based format in four sections totaling 14 hours in length. The exam is divided into “Auditing and Attestation,” “Financial Accounting and Reporting,” “Regulation,” and “Business Environment and Concepts.” The exam is offered six days a week during two out of every three months throughout the year and is administered by private testing centers. The American Institute of Certified Public Accountants creates and grades the test.

For more information about state requirements to sit for the CPA examination and regulations for licensing, check out the National Association of State Boards of Accountancy (NASBA) website <http://nasba.org>. For general exam information, including a tutorial on how the computerized exam works, go to <http://www.aicpa.org/BecomeACPA/CPAExam/Pages/CPAExam.aspx>

For more on Applying to take the CPA Exam in Missouri, go to <http://nasba.org/exams/cpaexam/missouri/>

Is Financial Assistance Available?

Accounting Scholarships

Each academic year the accounting faculty has the opportunity to award a number of scholarships specifically designated for accounting students. They include cash awards, scholarships for CPA review courses and opportunities to compete for prestigious local and national scholarships. The majority of these scholarships are awarded for the academic year beginning in late August through mid-May of the following year.

In an effort to keep the selection process as fair as possible, we ask each student who wishes to be considered for these awards to fill out a standardized UMSL application. The online application is available in February at www.umsl.edu/services/finaid/scholarships/apply.html and must be completed by April 1.

Completed applications for Accounting Scholarships must be submitted online by midnight on April 1. Notifications of awards for the next academic year are made by the end of June. All applicants are notified about whether or not they have been awarded a scholarship for the following academic year.

Financial Aid Office

The only scholarships awarded by the Accounting Department faculty are those that are specifically donated to the Accounting Department by its alumni and friends. Accounting department scholarships should not be confused with financial aid available from the Office of Student Financial Aid, 327 Millennium Student Center; (314) 516-5526. That office can inform you about financial aid and scholarship programs that are available throughout the University as well as student loan programs.

Are Paid Accounting Internship Opportunities Available?

Most kinds of work experience enhance your resume by complimenting your University education and by showing prospective employers your initiative, reliability, and personal responsibility. Having worked in your professional field of interest provides an edge over other applicants. Internships also help you decide if the field is right for you and assist you in honing in on the area of the profession that best suits your interests, personality, and professional goals. Internships may be paid or unpaid, although most accounting internships are paid.

Many UMSL accounting majors find internship opportunities each year. In fact, in recent years over 100 of our students annually have earned an internship opportunity. Some students have found them as early as the fall semester of their junior year. Recruiters usually come to campus in the fall to interview students for winter and summer internships. Individuals interested in internships should register with the Career Services Office, 278 Millennium Center; (314) 516-5111.

The Career Services Office has listings of internship opportunities. Some accounting firms and other businesses conduct on-campus interviews for internships in their organizations. In order to qualify for these positions, you must register on the Career Key website. Ms. Lynn Willits is the Career Services coordinator for College of Business students. She is a wonderful advocate for our students. She can help you register and learn to use the Career Key system. If you do not register and learn how to use Career Key properly, you could miss opportunities for on-campus interviews. Please contact Ms. Willits in Career Services now! It is never too early to get started.

Other employers do not interview on campus but do have part-time jobs, temporary positions, and internships in the accounting field available. Contact the College of Business Internship Coordinator, Ms. Lisa Fikki in Suite 107 Anheuser-Busch Hall about internship availability (314) 516-6117; email: fikkil@umsl.edu). She announces these opportunities by e-mail (to students who sign up to receive e-mails) and provides an overview of the opportunities to all students enrolled in a business course each week.

Internships for University Credit

Undergraduate students can earn university credit for temporary accounting internships that have a suitable educational component through course number ACCTNG 3490 (Internship in Accounting). Graduate students can earn credit by enrolling in ACCTNG 5490 (Graduate Internship in Accounting). Students seeking credit for internships should first read the “Requirements” then, if appropriate, complete the “Application for Accounting Internship.”

After being hired for an internship, a student wishing to earn academic credit must enlist the assistance of a faculty member in the Accounting Department to supervise the academic side of the internship. Students will be expected to meet regularly during the semester with their faculty sponsor and provide written progress reports about their internship experience. Other requirements include a written assignment for which the topic and expectations for satisfactory completion are worked out between individual students and their faculty sponsor. ACCTNG 3490 and ACCTNG 5490 are graded on a “Satisfactory/Unsatisfactory” basis. If you have any questions about Accounting Internships for Academic Credit, contact Ms. Lisa Fikki or Professor Wen.

What do UMSL Accounting Students do Besides Study?

Accounting majors work hard. However, a well-rounded student, like a well-rounded professional, manages life to accommodate personal interests as well. UMSL accounting majors have been involved in the university's varsity athletic teams, music ensembles, student government, college and university committees and many of the special interest clubs and organizations on campus. You are strongly encouraged to explore the varied cultural opportunities available in the academic community that extend far beyond the business college classrooms.

The faculty provides support to several student-professional organizations that help students learn more about the accounting profession while also providing social settings for students to interact with each other for conversation, professional development, community service, and fun. These groups sponsor meetings and other events where students meet faculty and other active members of the accounting profession in formal presentations and informal discussions. Opportunities such as these help students identify career paths, learn about professional life, and network with prospective employers.

Accounting Club

The Accounting Club is a recognized student organization on campus that is open to all students of the university. It meets regularly to hear presentations from individuals from all areas of professional experience. The group sponsors social events that build camaraderie among accounting students as well.

Beta Alpha Psi

This is the honor society for students in accounting, finance, and information systems. The University of Missouri - St. Louis' *Gamma Psi* chapter has been very active in community service projects such as Red Cross blood drives, Old Newsboys, Habitat for Humanity, and on-campus tutoring programs. Some members travel to regional and national meetings to share their experiences and learn from other Beta Alpha Psi chapters around the country. The honor society's professional and social programs for their members have often been recognized by the national association for their superior efforts. The members also enjoy several fun social events each year.

Missouri Society of Certified Public Accountants (MOCPA)

The St. Louis Chapter of the MSCPA regularly sponsors events for students to meet MSCPA members and learn about career paths and options available to accounting majors. The MSCPA also offers our students *free* annual memberships.

National Association of Black Accountants

NABA has sponsored a local student chapter for many years. This university-recognized group provides opportunities for students to work together to build relationships with each other, with professionals in the community, and with other organizations to enhance their interests in accounting as a career. Membership is open to all interested students.

Institute of Internal Auditors (IIA)

The Institute of Internal Auditors (IIA) is the leading source for information and guidance about the internal audit profession. With a student membership in the local chapter you will gain access opportunities before anyone else, and get on the fast track to advance your professional career.

Learn more about the organization and local chapters at the national IIA website <https://na.theiia.org/Pages/IIAHome.aspx>.

Institute of Management Accountants (IMA)

IMA is the worldwide association for accountants and financial professionals working in business, and represents more than 60,000 members who work in public and private corporations, academia, and not-for-profit institutions. As an IMA Student member, you can learn about the role of accountants and financial managers in business and explore your career options. IMA offers student members access to many of the benefits of regular Professional Members at a significantly reduced rate. The local St. Louis chapter provides access to networking events, professional development, and support for achieving the Certified Management Accountant (CMA) certification. Learn more about the organization and benefits of a student membership <https://www.imanet.org/?ssopc=1>.

Association of Government Accountants (AGA)

AGA serves government accountability professionals by providing quality education, fostering professional development and certification, and supporting standards and research to advance government accountability. The St. Louis Chapter works to support the goal of advancing government accountability throughout all levels of government. Membership is available to public sector employees, private sector employees who have public sector clients or work in public sector environments, and college students planning to work in the public sector after graduation. Learn more about the local chapter and upcoming events at <http://www.agacgfm.org/Membership/overview.aspx>.

Information Systems Audit and Control Association (ISACA)

ISACA's more than 95,000 constituents hold positions as information systems (IS) auditors, consultants, educators, IS security professionals, regulators, chief information officers, internal auditors and many others. Student membership will give you the knowledge and tools you need to develop your professional identity. Learn more about the organization and local chapters at <http://www.isaca.org/about-isaca/Pages/default.aspx>.

Association of Certified Fraud Examiners (ACFE)

Being an ACFE member means joining a more than 50,000 member network of anti-fraud specialists. The ACFE is committed to providing a comprehensive resource center for all students to learn about the global threat of fraud and to help them prepare for careers in the anti-fraud profession. They offer reduced membership fees and full access to the ACFE's member resources to college students interested in fraud prevention and detection. Learn more about the organization and local chapters at <http://www.acfe.com>.

American Society of Women Accountants (ASWA)

The American Society of Women Accountants represents professional women in accounting and finance and provides them an opportunity for networking and continuing professional education (CPE) with peers at the local, regional and national level. Become a member and enjoy benefits like prestigious status of professional affiliation, national contacts for networking and professional information, business management skills development, networking opportunities, speaking and writing development through chapter activities, and personal and professional support. Learn more about the organization at <http://www.afwa.org>.

Learn about more campus organizations on the Student Government Association website's listing at <http://www.umsl.edu/~sga/groups.html>

When and how do I get a Full-time Position?

Start speaking to firm representatives and interviewing for careers early in your academic career. CPA firms begin recruiting our students far before their last semester or even their last year. The university offers on-campus networking opportunities to learn about accounting and business careers. Take advantage of student professional organizations and career fairs to meet accounting professionals and learn about the varied career paths you might choose. Once you begin taking upper division accounting courses (i.e., 3000-level or higher), you should register with the Career Services Office if you are interested in internship opportunities. By the fall semester of your senior year, you should register with Career Services to take advantage of on-campus recruiting events and interviews.

Career Services Office

The Career Services Office, 278 Millennium Center (314) 516-5111 has listings of entry-level job opportunities in accounting. Many accounting firms and other businesses conduct on-campus interviews for positions in their organizations.

On-campus interviews begin *early in the Fall Semester* for jobs that begin in January through September of the following year. Get organized early and register with the Career Services Office so that your resume is ready to submit to prospective employers. Take advantage of seminars offered by the Career Service Office that will help you polish your resume, dress professionally, and prepare for the interview process.

Career Fairs

Informal career fairs are a good way to learn about the wide array of job opportunities for accounting graduates. These events may be held on-campus or off-campus. They generally consist of invited firms and businesses that set up tables have representatives present who are eager to talk to you about your interests and career opportunities. They usually have printed information that you can take away to consider more thoroughly. Business casual attire is worn to go along with the informal nature of the events. The most high profile and valuable of these opportunities is the Accountants' Networking Night which is sponsored by UMSL's Chapter of Beta Alpha Psi and takes place early in the fall semester annually. The St. Louis Chapter of the Missouri Society of CPAs often sponsors a "Career Day" when students can meet professionals, learn about accounting careers, and hear presentations from successful people in the profession. Local chapters of the Institute of Management Accountants, Institute of Internal Auditors, and National Association of Black Accountants also provide occasions for students to meet professionals.

Interviewing Tips

Most CPA firms want to hire students after they have completed the 150-hours required for licensure. Still, firms fill their staffing needs well before graduation, so recruiting for permanent positions occurs a year or more before graduation. Visit the Career Placement Service office to plan for interviews according to recruiters' scheduled visits.

Before your interview, be sure to *learn about the company or firm* you will be speaking with. The Career Placement Service often has literature provided by the firm to help you prepare. The internet and the library are also excellent sources of information to help you know the organization with which you will be interviewing.

Casual attire has become the norm for many offices. However, the interview process calls for professional attire. You should *wear a conservative suit and dress shoes for your interview*; it is what the recruiter will expect even if the firm's office environment allows for more informal dress. If you have any questions about what is appropriate, ask a professional staff person in the Career Placement Service office or an accounting professor.

Have a copy of your resume with you during the interview. Act professionally. Maintain good posture, speak clearly and directly to the interviewer, use good manners, and *always thank the recruiter* for the interview, at the conclusion of the meeting and by follow-up email, no matter how you thought it went. *First impressions matter greatly!*

Will Anyone Remember Me When I am Gone?

Accounting Alumni

The current students and faculty of the UMSL Accounting Department are fortunate to have strong support of accounting program alumni. Due in part to the fact that so many UMSL students stay in the metropolitan area to pursue their careers, alumni provide a wealth of information, insights, and financial support to the accounting program. Accounting graduates have become recognized leaders in the business community. Accounting alumni return to campus regularly as speakers at student organization meetings and in accounting classes. They also support the campus and the university through their leadership in the alumni associations, speakers' bureau, and as active members of advisory councils to the university faculty and administration. Most of the scholarships the accounting faculty awards each year are funded by the generosity of former accounting students who are grateful for their UMSL education and want others to have the same academic opportunity. Current students and graduates are welcome to join us on LinkedIn, "UMSL Accounting Alumni" or http://www.linkedin.com/groups?gid=3324976&trk=hb_side_g

The continued success of the UMSL accounting programs depends in great extent on the support of its alumni!

UMSL Alumni Association

The Alumni Association serves its members with networking and social events, but just as importantly acts as a resource for the campus and the university system. Alumni act as ambassadors for the campus to educate the public and its elected officials about the good work of the University of Missouri and encourage young people to look to UMSL for a high quality education. Join us on LinkedIn, "University of Missouri-St. Louis Alumni Association". Your participation will be welcomed! Check out the Alumni Association web page: <http://www.umsl.edu/services/ur/alum/alumassoc/index/html>.

College of Business Administration Chapter of the Alumni Association

The Business Alumni Chapter is a section of the larger UMSL Alumni Association that serves the special interests of professionals who have graduated with degrees from the College of Business Administration, including alumni of the accounting programs. This unique organization of friends of the university keeps alumni connected to the campus, each other, and to the future of the College through its extensive programs. Join us on LinkedIn, "University of Missouri-St. Louis School of Business Alumni"

We hope your experiences, both in the classroom and in the wider community of scholars that is the University of Missouri-St. Louis, will make you a loyal alumnus of the future!

Where Can I Learn More About UMSL?

You are encouraged to regularly consult the University of Missouri-St. Louis website www.umsl.edu for up-to-date information about class schedules, course descriptions, program requirements, and a wide variety of services, events, and opportunities on our campus.

The Accounting Department website is found at www.umsl.edu/divisions/business/accounting/acctg.html. This site has links to accounting organizations on campus, accounting firms, and other accounting resources – as well as specific information about accounting programs.

Can I Provide Feedback?

Please do! Drop us a note...send an email...stop by our offices.

Students are encouraged to communicate with their instructors about career and program advice as well as seeking help with course material. Please let us know what other information would be helpful to you and other accounting students so that we may include it in future editions of the *Accounting Programs Handbook*.

In addition to the professors teaching your accounting classes, please contact the following Accounting Department faculty to seek information and provide feedback about the *Handbook*.

Accounting Department Chairperson

Dr. Stephen Moehrle

moehrle@umsl.edu

207 Anheuser-Busch Hall

(314) 516-6142

Departmental Address

Accounting Department

College of Business Administration

University of Missouri-St. Louis

One University Boulevard

St. Louis, MO 63121