

This further certifies that the above-mentioned student has taken and completed the courses listed below with the corresponding description:

ACT101-1 . FUNDAMENTALS OF ACCOUNTING 1A

This course provides an introduction to accounting, within the context of business and business decisions. Students obtain basic understanding of the principles and concepts of accounting as well as their applicability and relevance in the national context and learn how to use various types of accounting information found in financial statements and annual reports. This course starts with an introduction to accounting: definition, functions, scope and objectives, differences among the different branches of accounting, classical notion of stewardship, double-entry bookkeeping and accounting systems, and the chart of accounts. The next topic is the accounting cycle - recording, handling, and summarizing accounting data, including the preparation and presentation of financial statements for service companies. Credit units: 3.0. Pre-requisite: None. Co-requisite: None.

ACT101-2 . FUNDAMENTALS OF ACCOUNTING 1B

This course is the continuation of the introduction to accounting, within the context of business decisions. The course centers on the accounting cycle for merchandising companies. Emphasis is placed on understanding the reasons underlying basic concepts and providing students with an adequate background on the recording, classification, and summarization functions of accounting to enable them to appreciate the varied uses of accounting data. It will also cover the preparation of financial statements for internal and external purposes, accounting information systems manual and computerized special journals; understanding balance sheet & income statement for service & trading business. Credit units: 3.0. Pre-requisite: ACT101-1. Co-requisite: None.

ACT102-1 . FUNDAMENTALS OF ACCOUNTING 2A

This is a continuation of the fundamentals of accounting 1A. It emphasizes the transactions and financial statements of a manufacturing company. It deals with transactions, financial statements, and problems peculiar to the operations of partnerships as distinguished from sole proprietorships. Topics include: partnership formation and operations including accounting for the admission of partners, changes in capital, and profit- and loss-sharing ratios. Credit units: 3.0. Pre-requisite: ACT101-2. Co-requisite: None.

ACT102-2 . FUNDAMENTALS OF ACCOUNTING 2B

This is the continuation of fundamentals of accounting 2A. It includes topic such as conversion of an unincorporated enterprise into a corporation; accounting for incorporated enterprises, including corporate organizations, paid in capital, accumulated earnings (loss), dividends and treasury shares. Credit units: 3.0. Pre-requisite: ACT102-1. Co-requisite: None.

ACT111-1 . FINANCIAL ACCOUNTING AND REPORTING 1A

This course introduces the nature, functions, scope, and limitations of the broad field of accounting theory. It deals with the study of the theoretical accounting framework objectives of financial statements, accounting