

ACCOUNTING DEPARTMENT
UNDERGRADUATE HANDBOOK
UNIVERSITY OF CONNECTICUT
2016-2017

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UConn's Accounting Department is one of the top programs in the country. Recognized nationally for innovation in curriculum, we offer a curriculum that emphasizes the leading developments in the field of accounting while utilizing the most current and practical technologies.

We were the first accounting program in New England to receive separate national accreditation by AACSB International, the premier accrediting agency for bachelors, masters and doctoral degree programs in business administration and accounting. In the most recent accreditation report, the AACSB stated:

"...The Department of Accounting is to be commended on its stable, dedicated, and student-oriented faculty and their instructional and scholarly accomplishments; outstanding curriculum coordination and cooperative learning activities; supportive advisory boards; and current program's professional orientation."

BS in Accounting - #25 in the Nation, Public Accounting Report

2016 graduating class: 149

120 credits required for graduation, including:

- 24 credits (20%) in upper-division Business courses
- 25 credits (21%) in accounting courses

Students must earn at least a 2.0 grade point average for all School of Business courses, including a 2.0 grade point average for all Accounting courses.

Placement

Through our close relationships with the accounting profession, including extensive internship and on-campus recruiting programs exclusive to the Accounting department, most accounting majors are placed in permanent jobs upon graduation.

Starting salaries for Accounting graduates range from **\$48-60,000**.

MS in Accounting

#2 in the Nation, US News & World Report, 2016

UConn's online MS in Accounting program provides students with the skill set critical to a successful professional career in public and private accounting. We have created a dynamic online community based on information literacy and student-centered learning. Key features of our online program are *flexibility, quality and relevance*.

Since 1999 the MSA Program has graduated 1,181 students and will welcome 115 new students for the 2015-2016 academic year.

Key Contacts: Ricki Livingston, Director, 860-486-3018

Erika Durning, Program Manager, 860-486-0334

Email: msacct@business.uconn.edu *Web:* www.business.uconn.edu/msaccounting

PhD in Accounting

The Ph.D. Program started in 1988; its mission is to train accounting academics for both the regional and national colleges. It is a full-time, in-residence program (Storrs only) and typically takes 4-5 years. Students can specialize in one of two areas of research: economics-based financial and tax research. Our graduates have accepted academic positions at Baruch College, Bentley College, Fairfield University, Louisiana State University, Providence College, SUNY at Albany, University of Georgia, University of Nevada, University of Tennessee, University of Wisconsin at Madison, Villanova University, to name a few.

Graduated	Tenured	Dissertation Stage	Coursework	Admitted F'16
46	16	2	3	2

Key Contacts: Todd Kravet, PhD Program Co-Director, 860-486-1361
 Sunny Yang, PhD Program Co-Director, 860-486-4696

Accounting Certificate Program

Our innovative online Accounting Certificate Program (ACP) allows the student to take full advantage of the quality courses for which UConn is so well known combined with the flexibility of asynchronous online education. The ACP combines the material from six undergraduate accounting courses into a four course graduate sequence. Students will take two ACP courses in the fall and two in the spring completing the certificate in mid-April.

ACP students interested in continuing on to earn a Master of Science in Accounting degree will be able to transition in May pending satisfactory academic performance (3.0+) in the ACP courses. Two ACP courses can be transferred towards the MSA Program degree requirements.

Student Accomplishments

- 2013 Accounting undergraduate and 2014 MS in Accounting alumni Chris Brown was selected for the FASB/GASB Post-Graduate Internship Program in 2015. Only approximately 20 graduates, nationwide, are selected annually for this prestigious program.
- 4 Honors Graduates in 2016.
- 15 Babbidge Scholars (4.0 in Spring and Fall 2015)
- 60 New England Scholars (3.7 in Spring and Fall 2015)
- 32 inducted into Beta Gamma Sigma

Honors Program

In 2016, four seniors graduated with Honors. By participating in the Honors Program, these students wrote an honors thesis in their senior year which consisted of original research on a variety of accounting topics. These students have demonstrated the ability and creativity to go beyond the basic course requirements and have distinguished themselves as special students.

Scholarship Program

We have a program of awarding scholarships to outstanding 1st, 2nd and 3rd year students with an interest in Accounting. These awards are made possible by the close working relationship we have with the Accounting Profession in Connecticut. Many new scholarships are the direct result of extensive department fundraising initiatives. The awards are given at our annual Accounting Honors Banquet, and are expressly designed to attract/reward undergraduate accounting majors and to establish early relationships between students and the profession. In 2016, 166 scholarships were awarded to deserving accounting majors.

Experiential Learning

Introduction to A Profession Award Winning Course

This six-evening (one credit) course exposes junior accounting majors to what it means to be an accounting professional. The course won a prestigious national award from the American Institute of Certified Public Accountants and the American Accounting Association for being the most outstanding accounting college course involving academics and practitioners. The seminar introduces students to accounting professionals, including distinguished alumni, within an academic setting allowing interaction and exploration of an accounting career. The series emphasizes crucial characteristics of the accounting profession (e.g., ethical behavior, professional etiquette) and attempts to instill a professional attitude among the students through their behavior and personal bearing.

Accounting Internship Programs

Internships can help students differentiate between career paths and crystallize career objectives. The experience in and exposure to real accounting systems and problems lead to the completion of course work with a clearer concept of the relationship between academics and professional development.

Number of 2016 Internships: **151**

Compensation range: \$17 - 29 per hour

Key Contact: Margaret Sweeney, Program Manager, 860-486-3860

Challenge, PwC's Accounting Case Competition

In Challenge, PwC's case competition, teams from UConn join nearly 5,000 other students from 100 colleges and universities to learn more about strategic issues companies all over the world are facing and compete for cash prizes at the local and national levels. In addition to gaining recognition for critical thinking and communication skills, students have the opportunity to connect with PwC professionals who provide mentoring for career pursuits. Challenge is an exciting learning experience that teams five students per team to tackle this high-level financial reporting and accounting policy case.

Deloitte Audit Innovation

In April 2016, UConn participated in Deloitte's first Audit Innovation Challenge in Parsippany, New Jersey, finishing second among six teams from the northeast region. The Challenge is designed to bridge the practice/theory gap as students work together to develop an innovative response to the Audit Innovation Challenge Statement. Each team presented their idea, via a 15 minute presentation to a panel of Deloitte judges.

Volunteer Income Tax Assistance (VITA) Program

VITA is a program sponsored by the Internal Revenue Service (IRS). The University of Connecticut works in partnership with the IRS to provide free tax assistance and tax return preparation services for individuals who are economically disadvantaged and for individuals for whom English is a second language.

- 2016 was the 16th consecutive year of VITA at UConn, and the sixth year an online program has been utilized by the preparers.
- Student volunteers: 50
- Taxpayers served: 554

Outreach

Advisory Council

The Accounting Department obtains valuable inputs regarding department activities from our Advisory Council of 24 leaders from business and professional organizations, including managing partners of national and regional accounting firms, corporate senior executives, and representatives from the FASB and CTCPA. The Advisory Council meets formally at least once per year.

Accounting Honors Banquet

Our honors banquet is held in the spring of each year, to honor the outstanding accomplishments of our students, faculty, and friends in the profession. It is attended by our student honorees and their families, accounting faculty and other members of the University community, and a large number of our professional constituency. In 2016, 303 people attended the Banquet.

Accounting Social

Each spring, we invite our friends from the profession to a social where students, professionals and faculty socialize among tables sponsored by various accounting firms, private organizations, and professional organizations such as the Connecticut Society of CPAs. Students find the event very useful for gathering information about careers in accounting and appreciate the opportunity to make professional contacts while learning about the participating firms. In 2016, the Social was attended by 27 firms and over 600 students.

Student Organizations

Beta Alpha Psi

The Beta Alpha Psi Fraternity is an honorary and professional fraternity for Accounting, Finance, and Information System Majors. Membership requires at least a 3.0 average overall and a 3.0 in his or her major.

Major activities of the fraternity are: professional meetings with speakers from industry; an annual Fall Career Fair; community service events including Habitat for Humanity, VITA, tutoring, Junior Achievement, fundraising for The Jimmy Fund, and participation in the regional and national programs.

For its extensive programs and outreach, The Epsilon Lambda Chapter at the University of Connecticut has received a Superior Rating from the national office for the past 14 academic years. In 2015-16, the fraternity had 55 active members.

Accounting Society

The Accounting Society is open to all Business School majors and does not have a minimum GPA requirement. Its meetings and activities are conducted jointly with Beta Alpha Psi.

Faculty

The Accounting Department has thirty faculty members who engage in teaching, research and service. During academic year 2015-2016, the faculty published eight journal articles and made 38 presentations. They received five teaching awards and one research and service awards. They hold memberships in 70 professional organizations. Accounting faculty hold 27 professional and editorial positions.

For further information, please contact:

George Plesko, Ph.D.
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Phone: (860) 486-6870
Email: gplesko@business.uconn.edu

David Papandria, CPA
Instructor in Residence and Asst Department Head
Phone: (860) 486-1930
Email: dpapandria@business.uconn.edu

University of Connecticut
School of Business
2100 Hillside Road, Unit 1041A
Storrs, CT 06269-1041



Linda Petrofsky
Department Administrative Assistant
Phone: 860-486-3018
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Leanne Adams, CPA
Administrative Assistant to the Department Head
Phone: 860-486-6419
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Erika Durning
Online Programs Coordinator
Phone: 860-486-0334
Email: erika.durning@business.uconn.edu
Fax: 860-486-4838
Web: www.business.uconn.edu/accounting

ACCOUNTING FACULTY AND STAFF (2016-2017)

Name Title	Ph.D. From Research Area	Teaching Area Phone / E-Mail (@business.uconn.edu)
Adams, Thomas <i>Assistant Professor</i>	Temple University Auditing	Managerial 860-486-8790 / tadams
Bragg, Wayne <i>Instructor In-Residence, Hartford</i>	MBA, University of Connecticut Cost, Managerial	Cost, Managerial 860-782-2400 / wbragg
Brown, Anna <i>Assistant Professor</i>	Baruch College Financial	Financial 860-486-8121 / abrown
Cansler, Suzanne <i>Instructor In-Residence</i>	MS, SUNY Albany Accounting	Financial, Assurance 860-486-4130 / scansler
Dunbar, Amy <i>Associate Professor</i>	University of Texas at Austin Tax	Tax 860-486-5138 / adunbar
Glozter, Paul <i>Instructor In-Residence</i>	BS, University of Connecticut Financial Reporting, Cost	Cost, Financial, Non-Profit 860-486-3018 / pglotzer
Gramling, Lawrence J. <i>Associate Dean, Assistant Professor</i>	University of Maryland Assurance	Financial, Assurance 860-486-2892 / lgramling
Hurley, Richard <i>Instructor In-Residence, Stamford</i>	University of Connecticut Financial, Forensic, Managerial	Financial, Forensic, Managerial 860-251-8466 / rhurley
Hussein, Mohamed E. <i>Professor</i>	University of Pittsburgh Behavioral Accounting	Cost, Managerial, International 860-486-3087 / mhussein
Kravet, Todd <i>Co-Director PhD Program, Assistant Professor</i>	University of Washington Financial Reporting, Mergers & Acquisitions	Financial 860-486-4361 / tkravet
Livingston, Ricki <i>Director of Online Programs, Instructor In-Residence</i>	MSA, University of Connecticut Financial, Distance Learning Pedagogy	Financial, Non-Profit 860-486-8180 / rlivingston
Nelson, Clifford M. <i>Assistant Professor In-Residence</i>	University of Illinois Managerial, Operations Information	Managerial 860-486-4510 / cnelson
Neururer, Thaddeus <i>Visiting Assistant Professor</i>	Boston University Financial, Asset Pricing, Analyst Behavior	Financial, Managerial 860-486-4598 / tneururer
Papandria, David J. <i>Assistant Department Head, Instructor In-Residence</i>	BS, Marian College Accounting	Assurance 860-486-1930 / dpapandria
Phillips, John <i>Associate Professor</i>	University of Iowa Tax, Financial Reporting	Tax, Financial Reporting 860-486-2789 / jphillips
Plesko, George <i>Department Head, Associate Professor</i>	University of Wisconsin-Madison Tax, Financial	Financial, Managerial, Tax 860-486-6421 / gplesko

ACCOUNTING FACULTY AND STAFF (2016-2017)

Name Title	Ph.D. From Research Area	Teaching Area Phone / E-Mail (@business.uconn.edu)
Racca, Joshua <i>Assistant Professor In-Residence</i>	University of North Texas Capital markets, education	Managerial, cost, tax, data analysis 860-486-8130 / jracca
Ramunni, Paul <i>Instructor In-Residence, Waterbury</i>	MS. CW Post; MS, Fordham Accounting	Accounting 860-824-0781 / pramunni
Schmeiser, Arthur <i>Instructor In-Residence</i>	BS, St. John's University Financial Reporting, Audit	Audit, Financial 860-486-3018 / aschmeiser
Sottile, Melissa Carver <i>Instructor In-Residence</i>	MS, U. of Hartford, MBA, University of Georgia Financial Planning, Tax	Tax, Financial 860-486-4594 / msottile
Utke, Steven <i>Assistant Professor</i>	University of Georgia Financial	Tax, Financial 860-486-2374 / sutke
Weber, David P. <i>Associate Professor</i>	University of Colorado at Boulder Financial, Tax	Financial 860-486-2573 / dweber
Willenborg, Michael <i>Richard F. Kochanek Professor</i>	Pennsylvania State university Assurance, Initial Public Offerings	Financial 860-486-3020 / mwillenborg
Williams, Steven T. <i>Visiting Instructor</i>	MBA, University of Connecticut Managerial	Managerial 860-486-4413 / swilliams
Yang, Sunny <i>Co-Director PhD Program, Assistant Professor</i>	University of Colorado at Boulder Financial	Financial 860-486-4696 / yyang
Zheng, Kexin <i>Assistant Professor</i>	Massachusetts Institute of Technology Accounting Information in Debt Contracting	Managerial 860-486-4327 / kzhen
Zhou, Ying <i>Assistant Professor</i>	University of Florida Financial Reporting, Disclosure Regulation	Cost 860-486-3019 / yzhou
Adams, Leanne <i>Administrative Assistant to the Department Head</i>		860-486-6419 / ladams
Durning, Erika <i>Online Programs Coordinator</i>		860-486-0334 / edurning
Petrofsky, Linda <i>Administrative Assistant to the Accounting Department</i>		860-486-3018 / lpetrofsky
Sweeney, Margaret <i>Program Manager, Accounting Recruiting and Career Advising</i>		860-486-3860 / msweeney

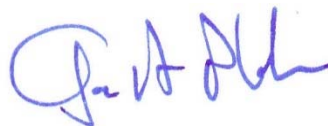
Dear Accounting Majors:

Welcome to the Accounting Department Undergraduate Major Handbook for 2016-2017! We have prepared this Handbook to make it convenient for you:

- ✓ To easily find useful information, including:
 - important contacts,
 - academic requirements,
 - accounting faculty and staff,
 - extra-curricular activities for accounting students and
 - many of the services offered at the School of Business and the University.
- ✓ To get answers to many of your frequently-asked questions.

This Handbook is part of the commitment of our accounting faculty and staff to assist you in doing your best and enjoying your studies at UConn. We hope it will save you time and provide you with all of the information and services you need.

Sincerely,



George Plesko, Ph.D.
Accounting Department Head

IMPORTANT RESOURCES

One of the most difficult issues students have to deal with is determining WHERE to look for answers to questions. To help you with this, we have listed below links to certain key resources, forms, etc. Some/many of these links can be found in other areas of this handbook, and others are only listed here, but we hope putting contact information in one place for those resources that accounting majors typically access might help you get to those resources more quickly and easily.

Academic Advisement Report

<http://www.peoplesofthelp.uconn.edu/student/st08cs90.html>

Academic Requirements Report

<http://www.peoplesofthelp.uconn.edu/student/st07cs90.html>

Accounting faculty and staff

<http://accounting.business.uconn.edu/faculty/>

Accounting Society

<https://uconncontact.uconn.edu/organization/accountingsociety>

Add/drop form

<http://registrar.uconn.edu/wp-content/uploads/sites/749/2014/06/schrevision.pdf>

Admission to School of Business

<http://undergrad.business.uconn.edu/applying/>

Beta Alpha Psi

<https://uconncontact.uconn.edu/organization/betaalphapsi>

Center for Students with Disabilities

<http://www.csd.uconn.edu/index.php>

Change Major/Advisor Form

<http://undergrad.business.uconn.edu/forms/>

Community Standards

<http://community.uconn.edu/>

Counseling and Mental Health Services (CMHS)

<http://www.counseling.uconn.edu/>

Discrimination

<http://www.ode.uconn.edu/discrimination>

Excess Credit Authorization form

<http://undergrad.business.uconn.edu/forms/>

FERPA form – Letter of Recommendation Release

<http://ferpa.uconn.edu/forms/>

Forms – Registrar’s Office

<http://registrar.uconn.edu/forms-3/>

Additional Degree Petition	Course Credit by Exam	Repeat Course for a Third Time
Audit Course	Excess Credit Authorization	Replacement Diploma
Campus Change	FERPA Release	Schedule Revision
Cancellation of Additional Degree	Independent Study	School Change
Cancellation of Double Major	Minor Cancellation	Transcript Request
Change Catalog Year	Pass/Fail	Transfer College Report Release

Forms – Office of Undergraduate Advising (OUA)

<http://undergrad.business.uconn.edu/forms/>

Permission Number Request Form	Minor Plans of Study
Major and/or Advisor Change – Storrs	Course Evaluation Request
Major and/or Advisory Change – Regional	Course Planning Sheet
Excess Credit Authorization Form	Prospective Student Advising Record
Substitution Request Form	Business Fundamentals Summer Program
Major Plans of Study	Registration

Letter of Recommendation Release Form (FERPA)

<http://ferpa.uconn.edu/forms/>

Major/Advisor Change Request Form

<http://undergrad.business.uconn.edu/forms/>

MIS certificate information

<http://mis.business.uconn.edu/certificate-in-mis/>

MS in Accounting (MSA) website

<http://msaccounting.business.uconn.edu/>

National Association of Black Accountants

<https://uconncontact.uconn.edu/organization/naba/about>

Office of Institutional Equity – Campus Resources

<http://www.ode.uconn.edu/>

Center for Students with Disabilities	http://www.csd.uconn.edu/
Community Standards	http://community.uconn.edu/
Counseling and Mental Health Services (CMHS)	http://www.counseling.uconn.edu/
Discrimination	http://www.ode.uconn.edu/discrimination
Suicide Prevention	http://www.suicideprevention.uconn.edu/
Student Responsibilities: The Student Code Preamble	http://community.uconn.edu/the-student-code-preamble/
Student Services & Advocacy	http://dos.uconn.edu/
Sexual Violence Awareness	http://sexualviolence.uconn.edu/

Permission Number Request Form

<http://undergrad.business.uconn.edu/forms/>

Plan of Study Form

<http://undergrad.business.uconn.edu/plans-of-study/>

Recovery Community, UConn

<http://urc.uconn.edu/>

Scholarships – Accounting Department

<http://accounting.business.uconn.edu/undergraduate/scholarship-application/>

Scholarships – School of Business

<http://undergrad.business.uconn.edu/scholarships/>

Sexual Violence Awareness

<http://sexualviolence.uconn.edu/>

Student Groups

<https://uconntact.uconn.edu/>

Accounting Society

<https://uconntact.uconn.edu/organization/accountingsociety>

Beta Alpha Psi

<https://uconntact.uconn.edu/organization/betaalphapsi>

National Association of Black Accountants

<https://uconntact.uconn.edu/organization/naba/about>

UConn Recovery Community

<http://urc.uconn.edu/>

Student Responsibilities – the Student Code Preamble

<http://community.uconn.edu/the-student-code-preamble/>

Student Services and Advocacy

<http://dos.uconn.edu/>

Education Abroad program

<http://abroad.uconn.edu/>

Suicide Prevention

<http://www.suicideprevention.uconn.edu/>

Transfer Credits-to UConn

<http://admissions.uconn.edu/content/transfer/transfer-credit>

Transfer Credits – Current UConn students

<http://admissions.uconn.edu/content/transfer/current-uconn-students>

University Undergraduate Catalog

<http://catalog.uconn.edu/>

Office of Undergraduate Advising (OUA)

<http://undergrad.business.uconn.edu/>

FREQUENTLY ASKED QUESTIONS

Academic Integrity

Does the University of Connecticut, the School of Business, and the Accounting Department have a policy regarding academic integrity and academic misconduct for undergraduate students?

Yes, the Undergraduate Academic Integrity policy can be found in the [Responsibilities of Community Life: The Student Code Preamble](#). The policy details the procedures the University uses to resolve academic misconduct cases. The School of Business and the Accounting Department are also covered by that code.

In addition, the Accounting Department also has a separate Code of Conduct which can be found at http://www.business.uconn.edu/documents/acct/acctg_code_of_conduct.pdf

Admission to the School of Business

How does a current UConn student apply for admission to be an accounting major?

You have to apply to be admitted to the School of Business. Once you are admitted, students in the School of Business may request a change to, or from, accounting.

See <http://undergrad.business.uconn.edu/applying/> regarding admission to the School of Business.

How does a current undergraduate Storrs Business student request a change in their major to a different Storrs Business major, or request a change of their Academic Advisor?

See <http://undergrad.business.uconn.edu/forms/> for instructions and the form that must be completed.

Plan of Study

Where can a student find the Plan of Study form?

The Plan of Study form can be found at <http://undergrad.business.uconn.edu/plans-of-study/>. Hard copies are also available in the Accounting Department office, Room 417.

How does an accounting major determine which year's Plan of Study should be used?

The Plan of Study to be used corresponds to the year in which a student is admitted to the School of Business (e.g. if admitted for the spring semester of 2016, would follow the Plan of Study for 2015-2016). A student can adopt a more current version of the Plan of Study if they so desire, but they can never select a **prior year** Plan of Study nor can they select a more current version and then move back to the prior version.

If you are not sure what Plan of Study you should be using, check your Advisement Report in PeopleSoft at <http://www.peoplesofthelp.uconn.edu/student/st08cs90.html>

Does an Academic Advisor have to sign off on the Plan of Study?

Yes! When you are preparing to graduate, you submit your plan of study electronically through StudentAdmin. Please be sure all areas are marked as “Satisfied” before submitting. After you submit your plan of study electronically, your advisor will review it. If approved, the plan of study is reviewed by the Office of Undergraduate Advising, before the final review by Degree Audit. You will receive automatic notifications throughout the approval process so you know where it is in the process – you may also log in to StudentAdmin to track the status.

How do I determine who my Academic Advisor is?

To determine your Academic Advisor, check your Advisement Report in PeopleSoft at <http://www.peoplesofthelp.uconn.edu/student/st08cs90.html>

How many Economics courses can I take as an accounting major?

You can take as many Economics courses as you would like. However, as noted on the Plan of Study, only nine hours of Economics courses count toward your 60 General Education hours. Any additional Economics courses taken will count towards your 120 as electives.

Can I take courses Pass/Fail?

Yes. You are allowed to take up to 3 courses Pass/Fail (P/F). You cannot take more than one P/F course in any one semester, it cannot be used to satisfy any General Education requirement, and it cannot be a course offered by any department in the School of Business.

For further details, see the *UConn Undergraduate Catalog, Academic Regulations, Grading: Pass/Fail Option* (<http://catalog.uconn.edu/academic-regulations/#passfailoption>), *Pass/Fail Restrictions* (<http://catalog.uconn.edu/academic-regulations/#passfailrest>), and *Restriction by School or College* (<http://catalog.uconn.edu/academic-regulations/#Rest2>).

Am I required to earn at least a “C” for each accounting course taken or must I maintain an overall “C” average for my accounting courses?

Accounting majors must maintain a 2.0 average GPA in their accounting courses, among other requirements, to graduate. See catalog at <http://catalog.uconn.edu/208-2/#Sch> or a School of Business Plan of Study for additional detail.

How many hours must I take in a semester to be considered a full time (FT) student, and what are the implications if FT status is not maintained?

You must maintain 12 hours each semester to be deemed a FT student. Students considering taking fewer than 12 credits should consult their advisor and read carefully the rules governing scholastic probation and dismissal, financial aid and housing. They also should ask if their part-time status will affect their social security, their insurance and related matters.

For further details see the *UConn Undergraduate Catalog, Academic Regulations, Registration, Full-Time and Part-Time Registration* (<http://catalog.uconn.edu/academic-regulations/#Ful>).

When can I add/drop a course?

The rule is that courses can be added/dropped during the first 10 days of the semester without special permission, and courses dropped during this period will not be recorded on your transcript. Adding or dropping courses after the first 10 days will be subject to various approvals based on how many weeks have elapsed. If a course is dropped after the first 10 days of the semester, your transcript will indicate this with a “W” and the “W” can then only be removed by action of the Provost’s Office. For further details, see the *UConn Undergraduate Catalog, Registration, Adding or Dropping Classes* (<http://catalog.uconn.edu/academic-regulations/#Addin>).

The add/drop form (titled “Schedule Revision Request”) can be found in the Registrar’s web site at <http://registrar.uconn.edu/wp-content/uploads/sites/749/2014/06/schrevision.pdf>

PLEASE NOTE: Dropping courses after the first 10 days can impact a student’s financial aid status and eligibility. Students should discuss the impact on current and future awards with the Financial Aid Office before dropping a course.

Can I repeat a course?

A student may repeat a course previously taken one time without seeking permission in order to earn a higher grade (however, see comment below regarding prerequisites/co-requisites). A course can only be taken a third time with the permission of the Director of the Office of Undergraduate Advising (Ms. Nelson) and the course instructor. When a course is repeated, the registered credit and grade points for the most recent taking of the course shall be included in the GPA calculation and the registered credit and grade for the prior taking of the course shall remain on the transcript, but shall be removed from the GPA calculation.

Repeating a course previously passed can have negative consequences. For example, if a student fails a class previously passed, the student would lose credit for the first, passed, attempt and not earn credit for the second, failed, attempt. Repeating a course previously passed could affect financial aid, and could also raise questions by recruiters who review transcripts as part of the recruiting process.

Finally, a student must have department head permission to repeat a course that is listed as a prerequisite (or co-requisite) for any course that the student has passed. For example, a student who received a “C” in Intermediate 1 (ACCT 3201) and subsequently passed Intermediate 2 (ACCT 3202) may not then go back and retake ACCT 3201 without permission. For further details, see the *UConn Undergraduate Catalog, Academic Regulations, Repeating Courses* (<http://catalog.uconn.edu/academic-regulations/#Rep>).

Can BADM 2710 be substituted for ACCT 2101?

Yes. If you have taken BADM 2710 before you are admitted to the School of Business, BADM 2710 will substitute for ACCT 2101 and counts toward the 120 hours requirement.

Various Course Selection Issues

What is the maximum number of credits students can take per semester, and what needs to be done to take more than that amount?

Accounting majors cannot take more than 17 credits per semester or 18 credits if a 2.6 term GPA or higher was earned the prior semester, without prior approval from the student's advisor and the Director of the Office of Undergraduate Advising (Ms. Nelson). If a student is unable to self-enroll into more than 17 credits, but has met the 2.6 term GPA in the prior semester, the student can contact the Registrar's Office to be allowed to register in 18 credits. Excess credit requests will not be approved until final grades for the prior semester have been posted. **NOTE: The School of Business approval form (which must be used) is different from the University version, and can be found at**

<http://undergrad.business.uconn.edu/forms/>

Students in the Honors Program are allowed further latitude; please see

<http://honors.uconn.edu/home-3/additional-benefits/>.

How do I request a Permission Number for a course that is overenrolled?

The request for a Permission Number for a course that is overenrolled can be found at <http://undergrad.business.uconn.edu/forms/>. Every attempt will be made to accommodate such requests, but there is no guarantee that all such requests can be met.

Any suggestions related to successfully registering for an elective "W" course?

Accounting majors are required to take two writing courses, BADM 4070W and one elective "W" course. Because the University's general rule is that every UConn student must take at least two "W" courses, seats in such courses can be difficult to find. We cannot help you with that process, other than to suggest you take that course as soon as possible—do not wait until your last semester or two and then try to get in. If you have a problem, visit (IN PERSON) the professor who teaches the class (email is not very effective as professors are inundated with email requests for "W" courses) and ask for a Permission Number.

Is participation in our Education Abroad program worthwhile and what are some of the plusses and minuses that should be considered?

Studying abroad is an excellent experience for any student, even if one does not take any Accounting or Business courses while on an Education Abroad experience. However, there are numerous issues related to studying abroad that may make it impossible (e.g. cost, timing, interfering with certain extracurricular activities, work, family issues, etc.). If you think you might have an interest, you should look at the Education Abroad website at <http://abroad.uconn.edu/> and meet with someone in the Office of Global Affairs to discuss the program.

If you are going to study abroad you need to keep a couple of items in mind that are somewhat unique to accounting majors. First, you should not (generally) do the study abroad in the fall of your junior or senior year (depending on whether you are going to graduate in 4 or 5 years) as it may overlap with the recruiting process and the firms do not make exceptions to the timing for doing their recruiting to accommodate students abroad. Second, you should select the courses you want to take very early because all selections require preapproval and, unfortunately, we have found that overseas courses that will substitute for our accounting courses are rare. That does not mean you should not study abroad, it just means that you need to plan ahead to determine what courses you may take as electives, or Gen Ed required courses, if you cannot find any equivalent/approved accounting courses.

Are accounting courses offered during the winter intersession and the summer?

Although ACCT 2001 (always) and 2101 (frequently) are offered during the winter intersession, upper level accounting courses are generally not offered in the winter intersession. In the summer, many of our courses are offered at least once, subject to meeting minimum enrollment requirements. They are typically offered at the West Hartford campus. You should check early with the Accounting Department or the Registrar's Office to see if, and when, courses you may be interested in will be offered.

How do I obtain an MIS certificate?

Technology is playing an increasingly important role in Corporate America. To see what you can do to strengthen your IT credentials, see <http://mis.business.uconn.edu/certificate-in-mis/>

Can credits for 3000-4000 level accounting courses be transferred to UConn from another college/university?

Except for those Connecticut Community Colleges that are operating under the terms of specific agreements with the University, transfer of these credits is permitted only by the successful completion of validation procedures (e.g. satisfactory completion (C or better) of additional prescribed coursework at UConn, or completion of a departmental examination, among others) established by the Accounting Department. Before beginning any validation procedures students must receive approval from the accounting department. For specific details see <http://admissions.uconn.edu/content/transfer/transfer-credit> and <http://admissions.uconn.edu/content/transfer/current-uconn-students> .

Recruiting: Internships/Full Time

When can I participate in the Accounting Department internship program?

You must be an accounting major to be eligible to be part of the process. To participate in the program you must have completed four accounting courses before the internship starts. Students with an overall GPA of 3.0 and lower will have limited opportunities available to them.

How do I register to be included in the internship and/or full time recruiting process?

During the first few days of the fall semester you will receive an email from the Accounting Department (Ms. Margaret Sweeney-Program Manager), accompanied by a packet of detailed application instructions, recruiting dates and related information that will need to be completed and returned by the deadline if you want to participate. If you do not receive the packet at that time, or have questions about the requested information, you should contact Ms. Sweeney directly at Margaret.Sweeney@uconn.edu, by phone (860-486-3860) or stop by (Room 425).

Which is better-a winter or summer internship?

It depends on each student's personal preferences and circumstances.

Both winter and summer internships provide students with the opportunity to see what the "real world" is like in public accounting firms, industry, etc. Internships also provide employers the opportunity to see if an individual will be a good "fit" for a full time job upon graduation.

While both winter and summer internships are meaningful, winter internships are in public accounting during the firms' "busy season". Thus, an intern may get a somewhat better sense of the environment of the public accounting profession during the busy season. The winter internship is a longer experience (10 weeks) than the summer experience (8 weeks) and there is potential for overtime in the winter which is paid at time and a half. Overtime is rarely available in the summer.

Winter interns take the spring semester off from classes and do not have a spring break.

Winter internships start right after the New Year's Day holiday and end in late March/early April depending upon the employer. Winter interns register as co-op students for the spring semester to maintain full-time student status. Student can choose to earn six accounting internship credits for the experience and these are registered for in the summer semester. To stay on track for graduation, students can take additional summer credits along with the six internship credits. Because summer internships are typically more "popular", there may be higher probability of obtaining a winter internship.

Is there a relationship between when I do my internship and the 150 hour requirement?

Yes. The accounting firms' general rule is that an internship cannot be done more than one year prior to completion of the 150 hours, unless you do a winter internship. For example, if you are going to have 150 hours (MSA or otherwise) after 5 years, you will do the internship in the winter of your 3rd year or the summer between your 4th and 5th year. If you are going to be 150 hours compliant after 4 years, you can do the internship in the winter of your 3rd year or the summer between your 3rd and 4th year.

If I find an internship position "outside" the Accounting Department program, am I still eligible for credit?

Yes. However, you will need to contact Ms. Sweeney at Margaret.Sweeney@uconn.edu before you start the internship for approval to earn internship credit. Failure to obtain this approval before starting the internship will result in there being NO CREDIT AWARDED for the internship.

Can non-US citizens participate in the internship program?

There are very limited opportunities of internships for non-US-citizens.

CPA Exam

What are the education requirements necessary to allow someone to sit for the CPA Exam, and to be licensed to practice as a CPA?

The education requirements to sit for the Exam and the requirements for licensure vary by state. The information below is meant to serve as guidance for students and, while it is based on our understanding of the rules of the State of Connecticut, students need to check the education requirements on the state board of accountancy websites for the state where they want to be licensed as the differences between can be significant.

For Connecticut, in general, to **sit** for the Exam you have to have completed your undergraduate degree (including 46 hours of accounting and related subjects, of which 24 must be accounting). See the Education Requirements for Licensure at the Connecticut State Board of Accountancy web site at <http://www.ct.gov/dcp/cwp/view.asp?a=1622&Q=582312>

To be **licensed** to practice in Connecticut one must have an undergraduate degree and 150 total hours (excluding experience requirements and the ethics exam). There must be 60 hours of General Education courses, 30 hours of Economics/Business Administration courses, and 36 hours of accounting courses. See the Education Requirements for Licensure at the Connecticut State Board of Accountancy web site at <http://www.ct.gov/dcp/cwp/view.asp?a=1622&Q=582312>

Can I get licensed following one state's rules but practice in another state?

All states have reciprocity rules with respect to licensing and practicing, and you should review the rules carefully as they can be very different by state. However, if you are properly licensed and practice in one state and are required to practice in another state (either temporarily on a particular engagement or you move to another state) these reciprocity rules address those situations as well. Your firms will also be able to help you.

Do I have to complete the 150 hour requirement within a certain time period of finishing the CPA Exam?

Some states require the 150 hours be completed within a specified period of time after completing the CPA Exam. To our knowledge, Connecticut is not one of those states. However, students should always check with their particular state board of accountancy.

Is there a work experience requirement that must be fulfilled before I can get my license to practice?

Yes. As with many issues related to licensing, every state is different and you need to research your state's rules in this area. For Connecticut, see the State Board of Accountancy web site at <http://eregulations.ct.gov/eRegsPortal/Browse/getDocument?guid={0015D563-A69F-4FC1-A167-452415A42D3B}> (Section 20-280-24)

MSA Program

Where can I obtain information about our MSA program, and how do I apply?

See the MSA program web site at <http://msaccounting.business.uconn.edu/>

Scholarships

Are scholarships available to accounting majors either through the accounting department and/or the School of Business?

Yes. See <http://accounting.business.uconn.edu/undergraduate/scholarship-application/> related to accounting department scholarships and <http://undergrad.business.uconn.edu/scholarships/> related to scholarships granted by the School of Business.