

Business Administration: Accounting Concentration

Hello,

In preparation for your second year of studies in Business Administration: Accounting Concentration. This letter holds important information to help you prepare for success.

As presented in earlier communications, all students are to have paid their fall semester tuition & fees, or, made approved arrangements to do so by **Friday, August 3**. Failure to do so risks losing your seat for 2018-19.

Finances aside, full-time studies resume **Wednesday, September 5 (8:30am)**. To prepare, please review the 'student program information' packet posted at www.nscclunenburg.ca. Here, you'll find details for the fall.

Accounting Concentration students have **required courses** in each semester. Required courses for Fall are as follows:

Fall Semester- Course Title	Course Code
Communications: Workplace Apps.	COMM2215
Finance I	FINA3010
Financial Accounting III	ACTG 3003
Computerized Accounting I	ACTG 2010

In addition to your required courses, you will be enrolled in **one prescribed elective**:

- 'Spreadsheets II' (COMP 3111)

This fall, we have the following **on-campus** elective offerings from which you may select to fill your **one** additional elective requirement:

- '**Managing Your Personal Finances**' (FINA 1311)
- '**Community Learning & Leadership**' (BUSI 2010)

Or, fall semester **online** offerings may interest you! Details, including a list of available fall semester online topics and 'what to expect from an online learning environment can be provided through Jeremy Porter (Assistant REA).

To enroll, please contact Jeremy Porter (Assistant Registration & Enrolment Advisor) to set a time / date for enrolment planning. Soon after meeting, your unique class schedule will be visible on MyNSCC. His office number is 902-543-0621, or, jeremy.porter@nsc.ca. If he is unavailable, please connect with Student Services Administration, which can be reached at 902-543-2295.

As outlined on our campus website, and main college website, second year students return to studies **September 5**. We traditionally hold a welcome back breakfast, and brief orientation to uptake students from all program areas about changes made this summer; we look forward to seeing you there.

Thank you for choosing the Accounting concentration; I wish you success in 2018-19.

Sincerely,

Susan Sanford, Academic Chair
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