

# Business Accounting BBA

The undergraduate accounting major requires completion of **63 course credits**

## PROGRAM KEY POINTS

- A Bachelor of Business Administration (BBA) in Business Accounting offers a comprehensive education in accounting principles, financial management, and business operations.
- The course emphasizes the importance of using accounting principles relating to all financial systems.

## FOUR YEAR CAREER MAP ADVISORY

- Accompanying the Career Milestones, please use the Academic Degree Program Maps link that offers suggested four-year course combinations and prerequisites based on the undergraduate annual catalog year you started at QC.
- All underlined content in this document acts as a hyperlink to important resources for your guidance. Access these links using the command (*ctrl + click*) or if you are using the printed version, please scan the QR codes.
- Review your academic program maps to align it with your career milestone map.



ACADEMIC MAP



CAREER MAP



\* Repeat regularly in each academic year (Years 1, 2, 3 & 4)

# Business Accounting BBA

The undergraduate accounting major requires completion of **63 course credits**

## Freshman

### FALL

Career Milestones	Done
Access <a href="#">Handshake QC</a> *	
Create a <a href="#">Draft Resume</a>	
Review Courses for the Major	
Join a <a href="#">Student Club</a> on campus	
Attend the Career Center's Meet and Greet Orientation *	
Take a <a href="#">Focus2</a> career assessment	

### SPRING

Career Milestones	Done
Create a <a href="#">LinkedIn Account</a>	
<a href="#">Explore career options</a> for Accounting majors	
Schedule an appointment on <a href="#">QC Navigate</a> with an advisor (career, academic and/or faculty)	
Join student accounting clubs and organizations such as <a href="#">ALPHA</a> , <a href="#">NABA</a> , <a href="#">AICPA</a> ,	
Attend <a href="#">Career Center's workshops</a>	
Participate in a virtual work experience program	

## Sophomore

### FALL

Career Milestones	Done
Update your <a href="#">Handshake QC</a> profile and interests *	
Develop a network of contact through LinkedIn	
Build out and formulate an effective <a href="#">resume</a>	
<a href="#">Learn software tools like Excel, SQL, Tableau, Asana, etc.</a>	
Apply for accounting summer internships	
Attend <a href="#">Professional Development Workshops</a>	

### SPRING

Career Milestones	Done
Identify a mentor and check-in periodically	
Participate in a <a href="#">case study competition</a>	
Volunteer for <a href="#">VITA tax preparation services</a>	
Join <a href="#">professional organizations</a> . Attend <a href="#">on campus</a> and <a href="#">external</a> career fairs, local meetings, <a href="#">conferences</a> and seminars	
Enroll in workshops for <a href="#">advanced Excel and data analysis tools</a>	
Attend software workshops software such as: <a href="#">QuickBooks</a> , <a href="#">Sage</a> , <a href="#">Xero</a> , <a href="#">NetSuite</a>	



ACADEMIC MAP



CAREER MAP



\* Repeat regularly in each academic year (Years 1, 2, 3 & 4)

# Business Accounting BBA

The undergraduate accounting major requires completion of **63 course credits**

## Junior

### FALL

Career Milestones	Done
Update resume to be more succinct and industry ready*	
Utilize LinkedIn to build your network	
Apply for internships on <a href="#">Handshake QC</a> , Spring Forward, <a href="#">Career Launch</a> , <a href="#">CUNY tech prep</a> , <a href="#">LifeSci NYC</a> , etc.	
Research <a href="#">Big 4 accounting firms</a> best practices	
Engage with the <a href="#">Financial Accounting Standards Board's (FASB)</a> resources	
Utilize online resources such as <a href="#">The Vault</a> tutorials, case studies, etc.	

### SPRING

Career Milestones	Done
Acquire <a href="#">technical internship interview</a> readiness	
Attend <a href="#">national accounting seminars</a> to network with professionals	
Secure at least one internship by summer of Junior year	
Start <a href="#">self-guided case studies</a> outside classroom	
Participate in city or national case study competitions	
Explore <a href="#">IMA CMA student scholarship</a> and certification	

## Senior

### FALL

Career Milestones	Done
Take advantage of events offered by <a href="#">Career Center</a> to perfect job search, <a href="#">interviewing</a> and employability skills	
<a href="#">Schedule an appointment with the career advisor</a>	
Inform contacts you are searching for a job	
Apply, apply and <a href="#">apply for more jobs</a> . Record <a href="#">your progress</a>	
Complete a senior thesis or capstone project	

### SPRING

Career Milestones	Done
<a href="#">Apply for more jobs</a> . Record your progress and remember to follow-up on your applications	
Secure references and recommendations	
If applicable finish applying to graduate school	
Connect with <a href="#">alumni office</a> and <a href="#">join QC alumni</a>	
Connect with alumni in <a href="#">LinkedIn groups</a>	
<a href="#">Consider an MBA</a> or additional certifications	
<a href="#">Apply to take the CPA exam</a> if eligible	



ACADEMIC MAP



CAREER MAP



\* Repeat regularly in each academic year (Years 1, 2, 3 & 4)