

## ACCT Addendum to California Catalog Volume 2, No. 3

**Effective Date: June 1, 2017**

Cover of catalog: Should be “Effective date, April 1, 2017

p. v: Delete English 050....Page 54

p. 4: The section below updates the address of the Alhambra campus:

American College of Commerce & Technology  
1000 South Fremont Avenue  
Building A10, Suite 10425  
Alhambra, CA 91803  
Telephone: 626-766-1420

p. 8: In the section “**Effective Spring Quarter, 2017**” remove:

- ENG 050 Module - \$50
- Academic Resources fee ESL - \$100 per quarter

p. 8 In the section “**Schedule of Tuition**” remove:

ESL - \$2,000 per level

p. 8 In the section “**Estimated Total Charges**” remove:

Total Charges for the Entire Program (ESL) - \$12,960

p. 12: The section below is new scholarship and grant information:

### “**Scholarships and Grants**”

All Alhambra Students are eligible for the “**ACCT 2017 New CA Campus Financial Assistance Grant**” in the amount of a 25% grant. This grant is extended for the remaining academic year and expires on December 17, 2017. The grant will no longer be offered after this date. Every enrolled student will receive this grant during this time period. There is no application to fill out and there is no deadline to meet for this grant. This grant is automatically applied to all students each academic term.

p. 12- 14: The section below replaces the material found under “**Scholarships and Grants**”:

Delete the following Scholarships and Grants:

Presidential Scholarship

Merit Scholarship

Loyalty/Continuation Scholarship

ACCT Family Scholarship  
Economic Development Grant  
Military Veterans Scholarships

**EMPLOYEE EDUCATIONAL BENEFITS:** Employees of ACCT are eligible for educational benefits.

*Part-Time Employees are eligible to receive a benefit of 50% tuition.*

*Full-Time Employees are eligible to receive a benefit of 90% tuition.*

Benefits are toward tuition only and not fees, and start with the next full quarter after date of hire, and receive only while employed at ACCT. Student must be in good academic and financial standing to continue to receive benefit.

Definition of Full-Time Employee is a benefit-eligible, permanent Full-Time employee. Educational benefits are extended to immediate family members of Full-Time employees. For Shareholders, educational benefits remain at 100% for the shareholder, and 90% for immediate family members of shareholders.

Benefits are intended to be capped at 3 undergraduate classes, or 2 graduate classes, each quarter. Exceptions may be made with approval IF the student is in his/her last intended quarter of study before graduation.

See HR for complete details.

**PRESIDENT'S EARLY REGISTRATION PROMOTIONAL INCENTIVE:**

Approximately one month prior to the beginning of each quarter, the President of ACCT may announce the "President's Early Registration Promotional Incentive" opportunity available to all ACCT students who have already attended courses at ACCT. For the one week designated by the President, students who have already enrolled and are attending ACCT must register for their coursework for the upcoming academic term during this week and will receive the opportunity to not only register for his/her coursework for the upcoming academic term, but during this designated week, as the student registers, he/she will also have their Academic Resources Fee and their Registration Fee waived for the upcoming term for registering for their coursework early. The "President's Early Registration Promotional Incentive" opportunity allows students who register early the opportunity to have of their academic fees owed to the institution waived. This incentive is open to all students at ACCT who have an approved payment plan and have a zero balance owed the institution at the time of registration. This incentive affects only the "President's Early Registration Promotional Incentive" and there is no waiving of tuition at ACCT for students participating in this program. The "President's Early Registration Promotional Incentive" is not available to students who have not yet matriculated. Thus, a student must have attended at least one academic term at ACCT to be eligible for the opportunity to participate in the "President's Early

Registration Promotional Incentive.” If a student has a question about the “President’s Early Registration Promotional Incentive” and/or wants to participate in the promotion, the student should contact Ernesto Ragunton, Director of Student Financial Services.

**NOTE:**

***ACCT reserves the unilateral right to change or terminate any or all of the benefits outlined in its scholarships, grants, and incentive policy at anytime.***

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**Lost & Found**

Items found on campus will be turned in to the Receptionist. To inquire about any lost or misplaced items, please contact the Receptionist.

**Student Use of ACCT Facilities**

Students are welcome to use the facilities of the ACCT but are not permitted to remain in the ACCT building space after ACCT hours of operation without faculty supervision.

**Student ID Cards**

Each student is issued an ACCT Student photo ID card. The ID card is to be carried on campus at all times for security purposes.

p. 16: Add the following to page 16

**S = Satisfactory (non-credit courses)**

Has successfully completed the requirements for the course. Does not factor into a student’s grade point average, is not used for purposes of satisfactory academic progress.

**U = Unsatisfactory (non-credit courses)**

Did not meet the requirements for this course and needs to repeat it. . Does not factor into a student’s grade point average, is not used for purposes of satisfactory academic progress.

p. 20 Information about Change of Program has been revised as follows:

**“Change of Program”**

Who is pursuing an academic program and decides to change his or her program of study may apply only those courses that count towards the *new* degree program in the CGPA calculations and course completion percentages. The student’s normal program length

will be recalculated. He or she will start with the recalculated CGPA and credits attempted and completed for the purposes of determining satisfactory academic progress.

To change a program of study, a student must complete an “Academic Program Request Form” and meet with:

1. The new program academic dean for advising, defining prerequisites, or for transfer credit issues,
2. The Director of Admissions so the student’s records can be updated, and
3. F-1 students must contact with the primary designated School Official (“PDSO”) to change the program of study in the SEVIS system.

The Academic Program Change request Form and the new enrollment agreement will be retained in the student’s file.

- p. 26: The section below updates the address of the Alhambra campus under “**Admission Acceptance**”:

Admissions Office  
American College of Commerce & Technology  
1000 South Fremont Avenue  
Building A10, Suite 10425  
Alhambra, CA 91803  
Telephone: 626-766-1420  
[Alhambra.admission@acct.edu](mailto:Alhambra.admission@acct.edu)

- p. 30: BUS280 Project Management Principles should read “**BUS285** Project Management Principles.”

- p. 32: The General Studies component section should read:

**General Studies component 27 credits/6 courses**

ENG110 English Composition\*  
MAT100 College Algebra\*  
PSY100 Introduction to Psychology\*  
SCI210 Environment and Health\*

*Humanities: choose two of the following four courses:*

HUM100 Introduction to the Humanities\*  
HUM110 Origins of Western Culture\*  
HUM230 World Literature\*  
HUM200 Creative and Critical Thinking\*

\*denotes general education course.

p. 31: CIS170 Computer Science Fundamentals should be replaced with BUS220 Business Technologies.

p. 31 and 32: The General Studies component section should read:

**General Studies component 31.5 credits/7 courses**

ENG110 English Composition\*  
ENG200 Research and Writing  
MAT100 College Algebra\*  
PSY100 Introduction to Psychology\*  
SCI210 Environment and Health\*

*Humanities: choose two of the following four courses:*

HUM100 Introduction to the Humanities\*  
HUM110 Origins of Western Culture\*  
HUM230 World Literature\*  
HUM200 Creative and Critical Thinking\*

\*denotes general education course.

p. 34-35: The General Studies section should read:

**General Studies 58.5 credits/13 courses**

ENG110 English Composition\*  
ENG200 Research and Writing\*  
MAT100 College Algebra\*  
MAT310 Descriptive Statistics\*  
POL350 Contemporary International Problems\*  
POL400 Geopolitics\*  
SCI210 Environment and Health\*

*Humanities: Choose four out of the following courses:*

HUM100 Introduction to the Humanities\*  
HUM110 Origin of Western Culture\*  
HUM200 Creative and Critical Thinking\*  
HUM230 World Literature\*  
HUM400 Philosophy and Religion\*  
HUM410 Ethics\*  
HUM420 Comparative Religion\*  
HUM430 Religion in America\*

*Social Sciences: Choose two of the following courses:*

PSY100 Introduction to Psychology\*

SOC101 Introduction to Sociology\*

ANT200 Introduction to Anthropology\*

\*denotes general education course.

p. 35: The Electives section should read:

**Electives 31.5 credits/7 courses Credits**

Students choose seven of the following courses:

ACC302 Accounting Information Systems

ACC399 Cooperative Education in Accounting Externship

BUS120 Fundamentals of E-Business

BUS130 Principles of Management

BUS285 Project Management Principles

BUS300 Organizational Behavior

BUS320 Entrepreneurship

BUS350 International Business

BUS400 Current Topics in Business

GIS481 Geospatial Analysis Modeling

HCM350 Healthcare Management

MKT360 E-Marketing

MKT 410 International Marketing

MAT300 Calculus\*

*Course substitutions for the electives stated may be possible with approval of the program dean.*

\*denotes general education course.

***CPT Externship Extension (optional)***

ACC399-(1 – 6) Cooperative Education in Accounting Externship Extension (0 credits; may only be taken after ACC399)

p. 36: The General Studies section should read:

**General Studies 58.5 credits/13 courses**

ENG110 English Composition\*

ENG200 Research and Writing\*

MAT100 College Algebra\*

MAT310 Descriptive Statistics\*

POL350 Contemporary International Problems\*

POL400 Geopolitics\*  
SCI210 Environment and Health\*

*Humanities: Choose four out of the following courses:*

HUM100 Introduction to the Humanities\*  
HUM110 Origin of Western Culture\*  
HUM200 Creative and Critical Thinking\*  
HUM230 World Literature\*  
HUM400 Philosophy and Religion\*  
HUM410 Ethics\*  
HUM420 Comparative Religion\*  
HUM430 Religion in America\*

*Social Sciences: Choose two of the following courses:*

PSY100 Introduction to Psychology\*  
SOC101 Introduction to Sociology\*  
ANT200 Introduction to Anthropology\*

\*denotes general education course.

p. 37: The Electives section should read:

**Electives 31.5 credits/7 courses Credits**

Students choose seven of the following courses:

ACC200 Principles of Accounting  
ACC240 Managerial Accounting  
ACC250 Intermediate Accounting I  
ACC302 Accounting Information Systems  
BUS399 Cooperative Education in Business Administration Externship  
BUS400 Current Topics in Business  
GIS481 Geospatial Analysis Modeling  
HCM350 Healthcare Management  
MKT360 E-Marketing  
MKT 410 International Marketing  
MAT300 Calculus\*

*Course substitutions for the electives stated may be possible with approval of the program dean.*

\*denotes general education course.

***CPT Externship Extension (optional)***

BUS399-(1 – 6) Cooperative Education in Business Administration Externship Extension (0 credits; may only be taken after BUS399)

- p. 38: The first sentence on the page: “The BS in Computer Information Sciences consists of at least 40 classes for 180 quarter hours” should be replaced with “The BS in Computer Information Sciences consists of 40 classes for 180 quarter hours.”
- p. 38: Under CIS Electives, CIS298 Forensic Tools and Technology and CIS473 Software Design should be added.
- p. 38: Under CIS Electives, CIS455 Database Warehousing should be deleted.
- p. 38-39: The General Studies section should read:

**General Studies 58.5 credits/13 courses**

ENG110 English Composition\*  
ENG200 Research and Writing\*  
MAT100 College Algebra\*  
MAT310 Descriptive Statistics\*  
POL350 Contemporary International Problems\*  
POL400 Geopolitics\*  
SCI210 Environment and Health\*

*Humanities: Choose four out of the following courses:*

HUM100 Introduction to the Humanities\*  
HUM110 Origin of Western Culture\*  
HUM200 Creative and Critical Thinking\*  
HUM230 World Literature\*  
HUM400 Philosophy and Religion\*  
HUM410 Ethics\*  
HUM420 Comparative Religion\*  
HUM430 Religion in America\*

*Social Sciences: Choose two of the following courses:*

PSY100 Introduction to Psychology\*  
SOC101 Introduction to Sociology\*  
ANT200 Introduction to Anthropology\*

\*denotes general education course.

- p. 39 should read:

**Electives 27 credits/6 courses**

Students choose six of the following courses:  
CIS100 Analog Circuit Theory and Design

CIS105 Computer Office Applications  
CIS110 Digital Circuit Theory and Logic Design  
CIS111 Basic Hardware  
CIS113 Basic Networking  
CIS160 Introduction to Internetworking  
CIS171 Computer Programming Logic  
CIS175 Computer Hardware and Software Project  
CIS399 Cooperative Education in CIS Externship  
CIS473 Software Design  
CIS481 Artificial Intelligence  
CIS494 Linux Operating System  
GIS481 Geospatial Analysis Modeling  
HCM350 Healthcare Management  
MKT360 E-Marketing  
MKT 410 International Marketing  
MAT300 Calculus\*

\*denotes general education course

*Course substitutions for the electives stated may be possible with approval of the program dean.*

***CPT Externship Extension (optional)***

CIS399-(1 – 6) Cooperative Education in CIS Externship Extension (0 credits; may only be taken after CIS399)

p. 41: ANT200 should read:

***ANT200 Introduction to Anthropology\* (4.5 quarter credit hours)***

This course provides an introduction to the field of anthropology, a field which integrates research on the cultural, biological, evolutionary, linguistic and historical aspects of humans. By analyzing the diversity of human cultural activities and forms, the field searches for foundational human traits and characteristics common to all societies, cultures, and languages.

\*denotes general education course.

p. 44: The course description for CIS150 should read:

***CIS150 Introduction to Networking (4.5 quarter credit hours)***

**Prerequisite: CIS170**

This course introduces the student to basic concepts of computer networks, including topologies, protocols, software for LAN and WAN management, and network performance issues.

p. 45: The following course and description should be added:

***CIS298 Forensic Tools and Technologies (4.5 quarter credit hours)***

This course acquaints the student with knowledge of industry tools and technologies available for analyzing computer problems. Topics include analysis of Windows and UNIX operating systems, network and wireless analysis, and computer intrusions.

p. 47: The course description for CIS458 should read:

***CIS458 Business System Analysis and Design (4.5 quarter credit hours)***

**Prerequisite: LEG100 or BUS100**

This course will emphasize the analysis of business problem in an organization and the subsequent design of computer systems to meet the organization's needs. Students will study the stages of system development, including problem definition, consideration of alternative solutions, selection, implementation, control, and management of the system. A special emphasis is placed the role of end-users in this process.

p. 47: The following course and description should be added:

***CIS473 Software Design (4.5 quarter credit hours)***

Students develop skills to develop systems that satisfy user requirements, including batch, client/server and real time systems. Topics include methodologies to design object-oriented and web-based systems, and designs for databases, user interfaces, forms, and reports.

p. 47: The course description for CIS480 should read:

***CIS480 Web Design (4.5 quarter credit hours)***

**Prerequisite: CIS170 or BUS220**

***Lecture 40 hours, Laboratory 10 hours***

Students will learn advanced web design and development principles. The course will focus on the theory and practice of using web design software applications in the creation of effective multi-page interface design. Students will explore web design concepts, including project planning, layout, usability, information design, site structure, site management and graphic design in the context of the web.

p. 48: The English course section should read:

***ENG100 Vocabulary and Reading Comprehension (4.5 quarter credits hours) (No longer offered)***

Placement by examination.

This course focuses on reading comprehension, pronunciation, vocabulary development and spelling.

***ENG110 English Composition\* (4.5 quarter credit hours)***

This course develops grammar, sentence structure, punctuation skills, and style points required for effective written communication. Students use a standard handbook and apply proofreading skills to all types of written communications. The student is guided in learning writing as a process: understanding audience and purpose, exploring ideas and information, composing, revising, and editing.

***ENG200 Research and Writing\* (4.5 quarter credit hours)***

**Prerequisite: ENG110 or Department Approval**

This course examines and implements the principles of argumentation. An argumentative paper is researched and developed based on the concept of writing as a process. The course focuses on the logical organization of ideas patterned on established structures of argument. The course reinforces the importance of the research process and critical evaluation of sources. Acknowledging the intellectual proper documentation of sources is stressed.

\*denotes general education course.

p. 50: The Humanities course section should read:

***HUM100 Introduction to the Humanities\* (4.5 quarter credit hours)***

This course introduces students to the humanities through surveying religious, cultural, and aesthetic practices from a variety of regions, contexts, and time periods.

***HUM110 Origins of Western Culture\* (4.5 quarter credit hours)***

This course covers the study of civilizations and cultures such as ancient Egypt, Crete, Greece, and Rome which have given root to Western culture. Analyzes the artistic, intellectual, religious, political, and socioeconomic aspects of each culture and traces their development in western civilization.

***HUM200 Creative and Critical Thinking\* (4.5 quarter credit hours)***

This course explores the way arguments are constructed. Students are provided with a survey of methods of reasoning, including inductive and deductive reasoning, formal and informal logic, and rhetorical and linguistic persuasion. The scientific method will also be discussed.

***HUM230 World Literature\* (4.5 quarter credit hours)***

This course provides the student with a survey of Western and non-Western literary expression. Topics will include analysis of genre, cultural perspective, and literary voice.

***HUM260 Latin and Vocabulary Development\* (4.5 quarter credit hours) (Now being taught out)***

This course provides a solid foundation and understanding of the roots of many English words, and American traditions through an introduction of the Latin language. The course includes basic Latin and English grammar, development of reading skills, and will accentuate vocabulary building through Latin etymology and derivatives.

***HUM400 Philosophy and Religion\* (4.5 quarter credit hours)***

This course offers an integrative approach to philosophical and religious world views in relation to such questions as the origin of all things, the limits of knowledge, and the role and responsibilities of the individual. Also examines the philosophical and religious views of the great thinkers throughout history.

***HUM410 Ethics\* (4.5 quarter credit hours)***

This course covers the application of ethics to everyday life. Examines classical and contemporary writings concerning such matters as courage, pride, compassion, honor, self-respect; and the negative sides of this behavior, such as hypocrisy, self-deception, jealousy, and narcissism. Studies authors such as Plato, Aristotle, St. Augustine, Kant, Nietzsche, Dostoyevsky, Melville, Singer, MacIntyre, and Lasch.

***HUM420 Comparative Religion\* (4.5 quarter credit hours)***

This course presents a foundational, historical, conceptual, and cultural analysis of major world religions. Constructively studies, analyzes, investigates, and examines such religions as indigenous faiths, Judaism, Christianity, Islam, Hinduism, Buddhism, Confucianism, and modern new religious movements.

***HUM430 Religion in America\* (4.5 quarter credit hours)***

Introduces students to a variety of major themes, figures, and trends within American religion. Social and cultural contexts will be considered, as well as case studies of selected religious groups.

\*denotes general education course.

p. 51: The Mathematics course section should read:

***MAT100 College Algebra\* (4.5 quarter credit hours)***

This course covers a variety of algebraic concepts, including rational expressions, radicals and exponents, quadratic equations, systems of equations, and the graphing of linear functions.

***MAT300 Calculus\* (4.5 quarter credit hours)***

**Prerequisite: MAT100 or Department Approval**

This course introduces the fundamental concepts of calculus. Includes geometric interpretation of the derivative and integral, techniques of differentiation, the first and second derivative test, curve, sketching the fundamental theorem of calculus, techniques of integration, and the area between curves.

***MAT310 Descriptive Statistics\* (4.5 quarter credit hours)***

**Prerequisite: MAT100 or Department Approval**

Concentrate on the art of describing and summarizing data. Includes the topics of experimental design, measures of central tendency, correlation and regression, and probability and chance variability. Demonstrates statistical applications to a wide variety of subjects, such as the social sciences, economics, and business.

\*denotes general education course.

p. 52: The Political Science, Psychology, Science, and Sociology course sections should read:

**Political Science**

***POL350 Contemporary International Problems\* (4.5 quarter credit hours)***

This course analyzes the origins and recent developments of major international problems in the Middle East, Central America, Southern Africa, and their multi-dimensional impact on world events.

***POL400 Geopolitics\* (4.5 quarter credit hours)***

Explores the relationship of geography and natural resources with political and economic forces globally. The course covers contemporary politico-economic issues and sources of global conflict.

\*denotes general education course.

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**Psychology**

***PSY100 Introduction to Psychology\* (4.5 quarter credit hours)***

This course introduces Psychology as human and specific endeavor. The course covers concepts and methods in learning, motivation, development, personality, and social behavior.

\*denotes general education course.

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## Science

### ***SCI200 Science and Society\* (4.5 quarter credit hours)***

This course studies the impact of scientific ideas on society of nineteenth and twentieth centuries. Addresses issues such as the scientific method of inquiry, social Darwinism, evolution, nuclear energy, the structure of matter, cloning, and medical and technological breakthroughs.

### ***SCI210 Environment and Health\* (4.5 quarter credit hours)***

This course provides an introduction to foundational concepts of environmental science, including concepts such as ecosystems, nutrient cycling, pollution and pollution control, conservation, and resource management. The role of human impact on the environment will also be considered, as well as contemporary environmental controversies and management.

\*denotes general education course.

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## Sociology

### ***SOC101 Introduction to Sociology\* (4.5 quarter credit hours)***

This course introduces the fundamental theories and practices in various sociological settings. Basic concepts and terms of socialization topics such as how the group dynamics and gender roles of the past may affect the future societal change in family and business systems.

\*denotes general education course.

p. 53: Delete the following section:

### **“Academic Requirements”**

All students admitted to ACCT as graduate students are required to take an internet-based language development module in their first term of enrollment.

p. 54: Delete the following section:

### **“English 050”**

All students admitted to ACCT as graduate students are expected to satisfactorily complete an internet-based language development module, English 050, normally during their first term of enrollment.

- p. 58: Under Major component, ACC562 Advanced Managerial Accounting should instead be ACC575 International Accounting.
  
- p. 58: Under Major component, the ACC590 entry should read: ACC590 Curricular Practical Training in Accounting Externship.
  
- p. 58: ACC562 Advanced Managerial Accounting should be added to the list of Elective Component choices on page 59.
  
- p. 59: The ACC590 entry should read: ACC590 – (1-6) Curricular Practical Training in Accounting Externship Extension
  
- p. 60: Under Major Component, the BUS590 entry should read: BUS590 Curricular Practical Training in Business Administration Externship.
  
- p. 61: Under “General Electives, BUS510 Strategic Resolution Methods is deleted.
  
- p. 61: The BUS590 entry should read: BUS590 – (1-6) Curricular Practical Training in Business Administration Externship Extension.
  
- p. 61: Under General Electives, BUS515 Operations Management (on page 60) should be added to page 61.
  
- p. 65: The entry for ACC590 heading should read “Curricular Practical Training in Accounting Externship.”
  
- p. 65: The entry for ACC590 (1-6) heading should read “Curricular Practical Training in Accounting Externship Extension.”
  
- p. 65: BUS510 Strategic Resolution Methods should be deleted.
  
- p. 67: The entry for BUS590 heading should read “Curricular Practical Training in Accounting Externship.”
  
- p. 67: The entry for BUS590 (1-6) heading should read “Curricular Practical Training in Business Administration Externship Extension.”
  
- p. 72: The entry for CIS590 heading should read “Curricular Practical Training in Computer Information Sciences Externship.”

p. 72: The entry for CIS590 (1-6) heading should read “Curricular Practical Training in Computer Information Sciences Externship Extension.”

p.79: The entry for Alhambra Administrators should read:

Cynthia B. Worthen, EdD, Campus Director

Guy Langvardt, PhD, MBA, Chief Academic Officer; Department Chair, Business and Accounting

Md. Shakil Al Mamum, MSCIS, MSc. IEBF, Director of Admissions

Dwight Layton, DBA, Director of CIS Program

Hilda Guerrero, MLS, Librarian