

ACCOUNTING & FINANCE (ACF)

About the Program

In this three-year advanced diploma program, you will develop in-depth technical knowledge of financial accounting, cost and managerial accounting, taxation, financial management, auditing and technology applications.

As a student of this program, you must maintain:

- A minimum GPA of 3.0 during your first year
- Achieve a minimum of B grade in program course ACC220 Accounting Basics II

Without fulfilment of the above requirements, you may be asked to withdraw from the program and transfer to other accounting programs such as the two-year Accounting program (<https://www.senecapolytechnic.ca/programs/fulltime/ACC.html>).

Life of Credit

This program qualifies for Seneca's Life of a Credit policy (https://www.senecapolytechnic.ca/about/policies/transfer-credit-policy.html#appendix_b). This policy will allow you to transfer your credits earned in the past 10 years toward this program.

Part-time option is available > (<https://www.senecapolytechnic.ca/ce/business/accounting/accounting-finance-diploma.html>)

Credential Awarded

Ontario College Advanced Diploma

Duration

6 Semesters (3 Years)

Starts

January, May, September

Program and Course Delivery

This program is offered in Seneca's hybrid delivery format with some courses available in Seneca's flexible delivery format. Some coursework is online and some must be completed in person. Students will need to come on campus to complete in-person learning requirements. For courses offered in the flexible delivery format, professors use innovative learning spaces and technology to teach students in a classroom or lab and broadcast in real time to students attending remotely. In flexible courses, students have the choice of coming on campus or learning online.

Skills

Throughout this program you will develop the following skills:

- Sage ERP
- Microsoft Excel
- Microsoft Access database
- Microsoft Dynamics

Work Experience

Optional Co-op

Students meeting all academic requirements may have the opportunity to complete an optional co-op work term(s) in a formal work environment. In most cases the work term(s) is a full-time paid position completed between two academic semesters. In programs with limited co-op opportunities, additional academic requirements and a passing grade on a communication assessment may be required for eligibility. Eligibility for participation does not guarantee a work position will be secured. Additional fees are required for those participating in the optional co-op stream regardless of success in securing a work position.

Review eligibility requirements for work-integrated learning (<https://www.senecapolytechnic.ca/employers/seneca-works/work-integrated-learning/eligibility.html>)

Your Career

When you graduate from this program, these are the types of career options you can explore:

- Accountant
- Taxation audit analyst
- Internal audit technician
- Managerial accountant
- Budget co-ordinator
- Payroll administrator
- Junior financial analyst
- Loans officer

Professional Certification

Assuming all grade requirements are met, as an ACF graduate:

- You may choose to pursue the Chartered Professional Accounting (CPA) (<https://www.cpaontario.ca/become-a-cpa/>) designation by transferring into semester 6 of the Honours Bachelor of Commerce – Accounting & Finance (BACF) (<https://www.senecapolytechnic.ca/programs/fulltime/BACF.html>) program.
- You will be eligible for exemptions for ACCA Papers F1 and F4.

Accreditation

Accreditation Council for Business Schools and Programs

Program of Study

Course Code	Course Name	Weekly Hours
Semester 1		
ACC120	Accounting Basics I	4
BAM101	Introduction to Business Administration	3
COM101 or COM111	Communicating Across Contexts Communicating Across Contexts (Enriched)	3
MBF100 or MBF101	Mathematics of Business and Finance ¹ Mathematics of Business and Finance	3
SDG101	Introduction to Sustainable Business	3
Semester 2		

ACC220	Accounting Basics II	4
ECN501	Introduction to Principles of Economics - Micro ²	3
MRK108	Introduction to Marketing	3
QNM223	Business Statistics	3
SMS216	Systems Studies I	3
plus: General Education Course (1)		3
Semester 3		
ACC431	Cost Accounting	4
ALW380	Business Law for Accounting	3
EAC594	Business Communication for the Digital Workplace	3
QNM444	Quantitative Approaches to Decision Making	4
SMS315	Systems Studies II	3
plus: General Education Course (1)		3
Semester 4		
ACC415	Intermediate Accounting I	5
ACC533	Managerial Accounting	4
ETH400	Contemporary Ethics Issues	3
FIN401	Finance I	4
OBR250	Organizational Behaviour	3
SMS415	Systems Studies III	3
WTP100	Work Term Preparation *	1
Work-Integrated Learning Term 1		
ACF331	Accounting and Finance, Co-op *	30
Semester 5		
ACC517	Intermediate Accounting II	5
ACC540	Personal Taxation	4
ACC551	Accounting: Auditing I	4
ECN502	Introduction to Principles of Economics - Macro ²	3
FIN603	Finance II	4
Work-Integrated Learning Term 2		
ACF332	Accounting and Finance, Co-op II *	30
Semester 6		
ACC530	Advanced Financial Accounting	4
ACC642	Corporate Taxation	4
ACC653	Accounting: Auditing II	4
ACC694	Advanced Report Writing	3
CAP500	Career Planning **	1
SMS515	Systems Studies IV	3

¹ Students will be placed in the appropriate level of mathematics depending on their math skills assessment results. Students who are placed in MTH158 Introduction to Mathematics (Algebra) will be required to complete this course before taking MBF100 Mathematics of Business and Finance.

² These courses will not fulfil a General Education requirement.
Note: The following courses will also not fulfil a General Education requirement: ECN230 Making Sense of Our Economy, ECN550 Economics: An Overview.

* Work-Integrated Learning option only

** non Work Integrated Learning option only

Program Learning Outcomes

This Seneca program has been validated by the Credential Validation Service as an Ontario College Credential as required by the Ministry of Colleges and Universities.

As a graduate, you will be prepared to reliably demonstrate the ability to:

- Record financial transactions in compliance with Canadian Generally Accepted Accounting Principles for sole proprietorships, partnerships, private enterprises, publicly accountable enterprises and non-profit organizations.
- Prepare and present financial statements, reports and other documents in compliance with Canadian Generally Accepted Accounting Principles for sole proprietorships, partnerships and private enterprises.
- Contribute to strategic decision-making by applying advanced management accounting concepts.
- Prepare individuals' and Canadian-controlled private corporations' income tax returns and individuals' basic tax planning in compliance with relevant legislation and regulations.
- Analyze and evaluate organizational structures and the interdependence of functional areas, and contribute to the development of strategies which positively impact financial performance.
- Analyze and evaluate, within a Canadian context, the impact of economic variables, legislation, ethics, technological advances and the environment on an organization's operations.
- Analyze and evaluate an organization's internal control system, taking risk management into account.
- Contribute to strategic decision-making by applying advanced financial management concepts.
- Co-ordinate the planning, implementation, management and evaluation of team projects by applying project management principles.

Admission Requirements

- Ontario Secondary School Diploma (OSSD), or equivalent, or a mature applicant (<https://www.senecapolytechnic.ca/registrar/canadian-applicants/admission-requirements/mature-applicants.html>)
- English: Grade 12 C or U, or equivalent course
- Mathematics: Grade 12 C or U, or Grade 11 U or M, or equivalent course

Canadian citizens and permanent residents may satisfy the English and/or mathematics requirements for this program through successful Seneca pre-admission testing. (<https://www.senecapolytechnic.ca/registrar/canadian-applicants/admission-requirements/mature-applicants.html>)

Recommended upgrading for applicants who do not meet academic subject requirements (<https://www.senecapolytechnic.ca/registrar/canadian-applicants/admission-requirements/upgrading-options.html>).

International Student Information

International admissions requirements vary by program and in addition to English requirements (<https://www.senecapolytechnic.ca/international/apply/how-to-apply/admission-requirements/english-requirements.html>), programs may require credits in mathematics, biology, and chemistry at a level equivalent to Ontario's curriculum, or a postsecondary degree

or diploma, equivalent to an Ontario university or college. Program-specific pre-requisite courses and credentials are listed with the admission requirements on each program page. To review the academic requirements please visit: Academic Requirements - Seneca, Toronto, Canada ([senecapolytechnic.ca](https://www.senecapolytechnic.ca/international/apply/how-to-apply/admission-requirements/academic-requirements.html)) (<https://www.senecapolytechnic.ca/international/apply/how-to-apply/admission-requirements/academic-requirements.html>).

Pathways

As a leader in academic pathways, we offer a range of options that will allow you to take your credential further in another Seneca program or a program at a partner institution.

To learn more about your eligibility, visit the Academic Pathways (<https://www.senecapolytechnic.ca/pathways.html>) web page.

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