



Accounting Preparatory - ONLINE
(Oct) PAAP2763, (Mar) PAAP2764, (Jul) PAAP2765

This 6-week *online* course introduces the learner to basic accounting processes and principles. Designed by the Faculty of Management at RRU, this non-credit course is a preparatory course for those people applying to RRU's undergraduate programs without having completed a formal accounting course. It will also be of interest to others wanting to brush up on their general accounting skills.

Important Note: Learners wanting to complete this course to satisfy part of their entrance requirement to any degree program at RRU must receive a minimum of 75% in both the assignment and the final quiz. *All* students must achieve at least 50% overall to receive a certificate of completion.

Are you planning to enroll in either Royal Roads' BCom or MBA programs? If so, you will have to purchase the full edition of the textbook which can be used both for this course and the accounting courses in those programs:

Kimmel, Paul D., Weygandt, Jerry J., Kieso, Donald E., Trenholm, Barbara, Irvine, Wayne. 2012
Financial Accounting: Tools for Business Decision Making, with WileyPLUS, Fifth Canadian Edition; Wiley.

Not a BCom or MBA candidate? Then you will just need the textbook custom-made for this Accounting Preparatory course which may be obtained through the RRU bookstore:
Kimmel, *Introduction to Financial Accounting, with WileyPLUS*, 2012, Wiley.

You will need the version of the text that comes with WileyPLUS which is available through the RRU bookstore. Alternatively, if you do not require a hardcopy of the textbook, you can purchase your WileyPLUS access (which includes the online version of the textbook) online through wileyplus.com

Please check our website for current text edition updates: <http://cstudies.royalroads.ca/>.

Time Requirements: This is an intensive course and participants should expect to set aside a minimum of 12-15 hours each week to focus on assignments.

Computer Requirements: You will find the computer requirements for this course through this link: <http://computerservices.royalroads.ca/computer equip requirements>.

Facilitators: As a mature student, **Ellie Jansen** obtained her BA (Honours) in English from Simon Fraser University in 1978. She subsequently attained her CA designation while articling with the Office of the Auditor General of British Columbia. She worked for the provincial government in financial management, monitoring budgets, developing financial policies and procedures and reviewing financial systems and controls. She was also instrumental in implementing the procedures for collecting GST and eventually was also involved in various aspects of information management. She was an instructor for both the accounting and finance courses in the MBA program for a number of years. Now retired, she has been a facilitator for the Continuing Studies accounting preparatory course since 2005. Ellie's broad experience in training various groups in how to interpret, apply and implement new concepts allows her to communicate complex ideas within an online learning environment.

Rita Lord, CA started her career at KPMG in Montreal, where she worked as an auditor. Rita's work experience has exposed her to both public sector and private sector companies. She was had the opportunity to work in public practice conducting financial statement audits, finance roles for public companies, financial institutions and a health authority. She has had a variety of roles in these organizations working in both the finance and marketing. Rita has helped companies work through mergers, divestitures, key investment decisions and other financial analysis. Rita's current position is in the non-profit sector. She brings this expertise to her courses, along with her role as an associate faculty in the School of Business, when facilitating for Royal Roads University.

Various facilitators will also be instructing this course.

Length: 6 wks online

Date: Mon, Oct 22 – Fri, Nov 30, 2012 or Mon, Mar 4 – Fri, Apr 12 or Mon, Jul 8 – Fri, Aug 16, 2013

Times: asynchronous

Cost: \$425 (tax exempt)

Best to Register by: Mon, Oct 8, 2012 or Mon, Feb 18 or Mon, Jun 24, 2013

To Register:

Register online at <http://cstudies.royalroads.ca/> using a major credit card; or by telephone, Monday to Friday, 8:30 a.m. – 4:30 p.m. at **250-391-2600, ext. 4801**; or **Toll Free at 1-866-890-0220**. Or, come by in person to the Continuing Studies office at Grant 117, 2005 Sooke Road, Victoria, BC, Canada V9B 5Y2.