

Course Advising for Accounting & Information Systems (AIS) Majors

When planning your schedule, it is important that you think ahead and plan to take the courses you need to meet your goals. If you are pursuing CPA licensure, it is imperative that you ensure that you will meet the necessary requirements. Refer to our [CPA Information](#) webpage for more information.

The AIS major is a combination of two LSB majors: Accounting and Management Information Systems. As a result, you will be taking major courses in two different departments. Students majoring in AIS are required to take 12 major-specific classes: 7 from accounting and 5 from information systems.

Course advising for Accounting majors is described in a separate webpage.

Useful page links:

- SCU Course [Bulletin](#)
- Information about [Pathways](#)
- Information regarding [prerequisites](#)
- AIS major requirements [checklist](#)
- Information about [tentative course offerings](#) (This link brings you to the Registrar's office main page. Select the link on this page that has the word "tentatives" in its title to find tentative course listings by quarter before they arrive on Workday).
- How to complete your [course plan](#)
- Scheduling [tips](#)
- Guidelines for [first-year business students](#)

General advice for Accounting and AIS majors:

1. The LSB core curriculum requires all business students to take two lower division accounting courses: ACTG 11 (Introduction to Financial Accounting) and ACTG 12 (Introduction to Managerial Accounting). Students typically take ACTG 11 in the fall or winter quarter of their sophomore year, and take ACTG 12 in the winter or spring quarter of the same year.

2. Don't be afraid to attend a career fair or recruiting event in your first year at SCU! It's never too early to begin looking at opportunities, especially if you identify as a minority or a first-generation student. Many CPA firms have diversity programs for first-year students that can lead to internships after your sophomore and junior years. Even if you're not set on majoring in Accounting or AIS, these programs provide great work experience as well as resume builders that can help to kickstart your career.

3. Once you register as an Accounting or AIS major, the Accounting Department and SCU Accounting Association will continually send you information by email about upcoming events. Many of these events (e.g., Meet the Firms; Corporate Accounting Career Night; Accounting Information Night; Winter Accounting Career Fair) occur in the Fall and Winter quarters of your sophomore year.

4. The Accounting Department website maintains a [calendar of upcoming activities](#) and events for Accounting and AIS majors. We recommend that you view this calendar regularly for updates.

5. Many Accounting and AIS majors begin their professional careers at CPA firms. Advice for students interested in working at a CPA firm is included below under the following headings:

- Tips for students interested in interning at a CPA firm
- Tips for students who are interested in working for a CPA firm after graduation

6. SCU Accounting and AIS alums serve in a variety of leadership positions at professional CPA Firms (including all the Big Four), professional service and financial service firms like Accenture and Blackrock, and at both well-known and not-so-well-known companies throughout California and the rest of the nation. Most significant CPA firms designate SCU as a target school for their recruiting activities.

7. Most accounting professors previously worked at CPA firms and corporate businesses before joining SCU and they continue to interact with professionals at Silicon Valley CPA firms while working at SCU. Please contact your accounting professor, your SCU Accounting Association officers, and your accounting peer advisors if you have any questions about the recruiting process or about career opportunities for Accounting and AIS majors.

8. The Accounting Department maintains a [set of recruiting guidelines](#) that CPA firms must follow when recruiting SCU Accounting and AIS majors. The guidelines are designed to provide a level playing field among the recruiting firms and ensure that students have the time they need to adequately consider their internship and employment options. Based on feedback from students and firms, we continually update these guidelines to create a constructive recruiting environment for our majors.

9. The SCU Center for Accounting Research and Education (CARE) organizes information and networking events for SCU Accounting and AIS majors and supports our students in their recruiting interactions with CPA firms. Please contact us (actg-care@scu.edu) if you encounter recruiters who are not following the SCU Accounting Program recruiting guidelines or if you wish to consider alternative career decisions.

Tips about accounting courses for AIS majors:

1. All majors must complete (in sequential order) a three-quarter upper division sequence in financial accounting: ACTG 130 (Intermediate Financial Accounting I), ACTG 131 (Intermediate Financial Accounting II), and ACTG 132 (Advanced Financial Accounting). ACTG 130 and ACTG 131 should be taken during your junior year. Students who are not studying abroad should take ACTG 130 in their Junior year Fall quarter, and ACTG 131 in their Junior year Winter quarter. Students who are studying abroad during their Junior Year Fall quarter should take ACTG 130 in the Winter quarter and ACTG 131 in the Spring quarter. ACTG 132 can be completed in the Junior year Spring quarter, or during the Senior year.

2. ACTG 120 (Accounting Data Analysis and Visualization) is typically offered in the Spring and Fall quarters, and must be completed before, or taken concurrently with, ACTG 130. If you are studying abroad during Fall quarter junior year, then you must take ACTG 120 during Sophomore year Spring quarter, because you will be taking ACTG 130 in the Winter quarter, and ACTG 120 is typically not offered during the Winter quarter.

3. Each required upper division accounting course is usually offered in two different quarters each academic year, usually according to the following schedule:

- ACTG 120: Fall and Spring
- ACTG 130: Fall and Winter
- ACTG 131: Winter and Spring
- ACTG 132: Fall and Spring
- ACTG 135: Fall and Spring
- ACTG 136: Fall and Winter
- ACTG 138: Winter and Spring

However, these are subject to change. Please refer to the “Schedule of Upper Division Accounting Classes” sheet, available on the “Advising” section of the Accounting Department website (<https://www.scu.edu/business/accounting/academics/advising>).

4. While it is important you get all the courses you need, you will need to remain somewhat flexible with the timing of when you take each course. Given the demand for accounting classes and the limited number of seats available, some of the most popular courses may have a wait list. The SCU Accounting Department guarantees that each AIS major will be able to take at least one required accounting course per quarter in your junior and senior years (as long as the course is scheduled for that quarter).

5. Some of the required courses offered by the Accounting Department and the business school take more time and have higher workloads than others, so please keep this in mind when planning your schedule. We tend to see students having more success with these higher workload classes are spread out across the quarters.

6. SCU students are required to supplement their core curriculum courses with a “Pathway” cluster of courses that promote integrative and intentional learning. While business majors have a multitude of Pathway options to choose from, we recommend choosing a Pathway which includes classes that overlap with AIS major coursework. Please refer to SCU’s “Pathways” webpage for more information (see the link above). The following Pathways include ACTG classes or OMIS classes that are part of the AIS major:

- “Applied Ethics”: ACTG 144
- “Design Thinking”: OMIS 105 + OMIS 107 + OMIS 120 + OMIS 137
- “The Digital Age”: ACTG 120 + ACTG 134 + OMIS 30 + OMIS 105 + OMIS 107
- “Values in Science & Technology”: ACTG 134

7. Workday will not let you register for more than 19 units in your initial registration period. Sometimes you will find that the courses that you want to take are full. If you defer taking some 4-unit lower division core classes until your junior or senior years (when you are mostly taking 5-unit upper division courses), you can optimize your schedule to take exactly 19 units (3 upper division, 1 lower division) in a single quarter.

8. Though Workday will not let you register for more than 19 units in your initial registration period, many AIS majors end up taking more than 19 units in some quarters. Students can register for the additional units starting the first day of the quarter.

Tips about information systems courses for AIS majors:

1. Students will usually take OMIS 30 (Introduction to Programming) during their sophomore or junior year, as this is a prerequisite for most of the other classes. We recommend students to take OMIS 30 during their sophomore year because it opens up the rest of the IS curriculum. OMIS 30 is a prerequisite for all of the other classes. If you are unable to register for OMIS 30 in your sophomore year, you can still take OMIS 30 in your junior year and graduate on time.

2. OMIS 105 (Database Management Systems) and OMIS 106 (System Analysis and Design) can be taken in any order or concurrently. Students typically take OMIS 105 in their junior year and 106 in their senior year. We recommend that students take OMIS 105 in their junior year because it is a prerequisite for other required classes (OMIS 106 is not a prerequisite for anything).

3. In addition to OMIS 30 and OMIS 105, we recommend that students take at least one additional OMIS course in their junior year: OMIS 106, OMIS 150/ACTG 155, or one of the electives (OMIS 107, 111, 113, 114, 120, 135, or 137).

4. OMIS 150 (Financial Information Systems) is cross-listed with ACTG 155. It is the same course, offered at the same time by the same instructor with the same material and the same tests and projects. However, we highly recommend that you register for this course as ACTG 155 (instead of OMIS 150) because this designation will help you meet the requisite number of accounting units necessary to sit for the CPA exam and attain CPA licensure in California.

5. ACTG 155 must be taken after OMIS 105, so students typically take ACTG 155 in their senior year.

6. The upper division elective requirement can be taken at any time whenever the prerequisites are met, but students usually take it during their junior or senior year. We recommend taking at least two of your five OMIS courses by the end of your junior year.

7. The Accounting Department does NOT manage the waitlists for the cross-listed courses between the Accounting and ISA Departments (ACTG 155/OMIS 150 Financial Information Systems). Reach out to the ISA Department for any inquiries about this class.

8. It is important to have as flexible of a schedule as possible when you are making your four-year course schedule by quarter. While OMIS 30, 105, and 106 are typically offered in at least two quarters each academic year, OMIS 150/ACTG 155 and the elective OMIS courses are usually offered in only one quarter each academic year. Please take this into account when planning.

9. OMIS courses are typically offered in the same quarters each year. For example, if OMIS 107 is offered in the Fall quarter of the current year, it is likely to be also offered in the Fall quarter of the following year.

10. Several OMIS classes are typically offered in the summer online and asynchronously, including OMIS 30, OMIS 105, and OMIS 108. This can be enormously helpful for AIS majors when planning out their schedules. Because these summer classes are delivered online and asynchronously, you can even take them while doing a summer internship, if you have the bandwidth.

Tips for students interested in interning at a CPA firm

1. Many majors intern at CPA firms during the summer following their third (junior) year. Though recruiting at accounting firms has evolved into an ongoing year-round process, formal interviews with tend to cluster around two different times:

- Sophomore winter quarter
- Junior fall quarter

2. *Sophomore winter quarter internship interviews.* Many majors interview for internships which will take place in the summer between their junior and senior year during the winter quarter of their sophomore year (i.e., more than a year before these internships begin). About one-third of majors accept internships through the winter interview process. The SCU Accounting Department holds the Winter Career Fair in late January or Early February (typically two weeks after Accounting Information Night) so that students can discuss these internship opportunities with CPA firms. Students who receive internship offers from these interviews will have acceptance deadlines ranging from May through August. Students who are not ready to accept these “early” offers can decline the offer and interview again with the same firm (and other firms) in the fall quarter.

3. Junior fall quarter internship interviews. Majors can also interview for internships during the fall quarter of their junior year. About one-third of majors accept internships at CPA firms and other consultancies through these fall interviews. The SCU Accounting Association holds a career fair (Meet the Firms Night) in the second week of the fall quarter so that students can discuss these internship opportunities with CPA firms. Students who receive internship offers from these interviews will have an acceptance deadline of the Friday before Thanksgiving.

4. CPA firm internships typically provide three types of services: advisory, assurance (i.e., audit), and tax-related services. Many students intern in one of these areas during the summer following their junior year (assurance is the most popular of the three service lines). Knowing this, we recommend that you take either ACTG 135 (Audit) or ACTG 138 (Taxation) before your summer internship based on the service line you choose (e.g., if you are hired as an advisory or assurance intern, taking ACTG 135 will help you better understand the work you will be doing as an intern). That being said, please plan ahead as much as possible: the Accounting Department cannot guarantee that you will be able to take ACTG 135 or 138 in your junior year just because you have an internship in that field.

5. Students who do not get CPA firm internships (or did not receive or accept a full-time position following a junior summer internship) can interview for full-time positions at CPA firms during the fall quarter of their senior year. All CPA firms that recruit at SCU will seek to hire senior AIS majors who have not previously accepted a position.

Tips for students who are interested in working for a CPA firm after graduation

1. There are educational requirements which must be met if you want to become a licensed CPA. These requirements require students to take a certain number of courses in specific subject areas and a minimum number of units of education at a college or university. Santa Clara Accounting and AIS majors are typically able to meet the educational requirements for CPA licensure in California with our four-year program.

- Careful course planning is essential and we encourage students who are considering Accounting or AIS majors to familiarize themselves with the resources listed in our [CPA Information webpage](#).
- If you wish to become licensed in a state other than California, you will need to check with the Board of Accountancy in that state, as licensure requirements differ across states.
- Many CPA firms in California will not allow their new employees to begin working full-time after graduation until they meet the educational requirements for CPA licensure.

2. CPA candidates in California must complete 45 units of accounting courses before obtaining a CPA license. All SCU Accounting and AIS majors meet this requirement by completing the required courses in their majors.

3. CPA candidates must complete 225 quarter units of education before obtaining a CPA license. Most SCU Accounting/AIS majors create course plans to meet this requirement before graduation (qualifying units can include advanced placement courses that transferred to SCU, as well as course units taken at other colleges and universities). Please contact the Drahmman Center Faculty Advisor for Accounting (Wendy Donohoe), an AIS peer advisor, or your faculty advisor for assistance in developing a course plan to meet this goal.

4. California CPA candidates must take an accounting ethics course before obtaining a CPA license. Though not required for the Accounting or AIS majors, we recommend that students take ACTG 144 (Accounting Ethics) if you wish to eventually be licensed as a CPA in California. If you are deciding to pursue a CPA certification, it is important you factor this course into your schedule. Please refer to the “Accounting Upper Division Cheat Sheet” (see the link below) to determine when ACTG 144 will be offered each quarter. Note: since this course is not required for the major, it can be taken pass/fail.
5. Students interested in obtaining additional units for CPA licensure can consider taking the contemporary business seminar series offered to juniors (ACTG 161; 162) and seniors (ACTG 171, 172) during the fall and winter quarters of their final two years. Each course is 2-units and may be taken pass/fail. Space in each course is guaranteed for any Accounting or AIS major who wishes to take the course.
6. Students can also obtain additional units for CPA licensure by registering for ACTG 198 (Accounting Internship) during the quarter in which they work in local accounting or corporate firms. Students can register for independent study units ranging from 2-10 units on a pass/fail basis.
7. Studying abroad will not inhibit a student’s ability to graduate on time nor become CPA eligible. The Accounting and AIS programs are designed so that students can study abroad and complete all their coursework within four years.
8. The State of California generally allows you to register for the CPA Exam if you are currently enrolled in a college or university and are within 180 days of your graduation date. Practically, what this means is that if you are graduating at the end of the Spring quarter, you can take the Exam as early as January. To register early, as part of your Exam application you will need to complete a Certificate of Enrollment Form and have the Registrar’s office scan and email it directly to the California Board of Accountancy. Please see [here](#) for more information on early enrollment from the California Board of Accountancy.
9. If you completed an internship with an accounting firm during the summer between your junior and senior year, and you accept an offer to work with that firm full-time, then most likely the firm will send you CPA Exam prep course materials shortly after you accept the firm's offer.
- 10. We strongly encourage our Accounting students to take advantage of California's early exam enrollment option.** It is in your interest to complete as many exam sections as possible before starting to work full-time, and your firm will be encouraging you to do the same. Many students who graduate early (e.g., in the Winter quarter) or take a reduced load in the Spring quarter of their Senior year have extra time to study and complete exam sections early.
11. Many firms give bonuses if you complete all four sections of the CPA exam within one year of starting full time. However, be aware that some firms do not give this bonus if all sections were passed before starting full time. Check with the firm to understand its rules regarding this issue.

Additional advising resources

- [Accounting Department Advising page](#), which includes links to the most recent annual Group Advising Session hosted by the Department Chair, and schedule of upper-division classes for the year.
- LSB Accounting [Peer Advisors](#)
- Drahmman Center Faculty Advisor for Accounting Department ([Wendy Donohoe](#))