

# ACCOUNTING DEPARTMENT GROUP ADVISING

SPRING 2025

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Department Chair  
Professor of Accounting

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Associate Professor of Accounting



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# Group Advising Agenda

- General Announcements
- Accounting Curriculum
- Class Schedule for 2025-2026
- CPA Exam and Licensure
- Student Recruitment by CPA firms
- SCU Accounting Association
- Q&A



# GENERAL ANNOUNCEMENTS

- Spring mandatory advising
  - April 28, 2025, Monday, 4:30-5:30 PM, Daly Science 207
  - May 1, 2025, Thursday, 2:00-3:00 PM, Daly Science 207
- If you attend either of the sessions, you will have fulfilled the requirement to meet with your faculty advisor and the department will remove the advising hold on your student record.
- A&IS majors must have BOTH their Accounting and ISA holds removed.



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# REQUIRED LOWER DIVISION ACCOUNTING COURSES

- ACTG 11 – Intro to Financial Accounting
- ACTG 12 – Intro to Managerial Accounting



# REQUIRED UPPER DIVISION ACCOUNTING COURSES

- ACTG 120 – Accounting Data Analysis and Visualization (Soph/Junior)
- ACTG 130 – Intermediate Accounting I (Junior)
- ACTG 131 – Intermediate Accounting II (Junior)
- ACTG 132 – Advanced Accounting (Junior/Senior)
- ACTG 134 – Accounting Info Systems (Soph/Junior/Senior) \*
- ACTG 135 – Auditing (Junior/Senior)
- ACTG 136 – Cost Accounting (Senior)
- ACTG 138 – Tax (Soph/Junior/Senior)

\* Not required for A&IS majors



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# ELECTIVE COURSES

- Upper division electives
  - ACTG 140 – Not for Profit Accounting (3 units)
  - ACTG 144 – Accounting Ethics (5 units)
  - ACTG 148 – Taxation of Business Entities (5 units)
  - ACTG 150 – Financial Fraud - Detection and Investigation (5 units)
  - ACTG 197 – Volunteer Income Tax Assistance (VITA) (3 units)
- Seminar series (2 units each, P/NP)
  - ACTG 161/171 – Fall Junior / Senior Seminar series (2 units)
  - ACTG 162/172 – Winter Junior / Senior Seminar series (2 units)
- Independent studies (P/NP)
  - ACTG 191 – Peer Educator (1 or 2 units per quarter)
  - ACTG 198 – Internship (1 to 10 units)
- Others
  - ACTG 5 – Personal Financial Planning (4 units)



# SUMMER INTERNSHIPS

- If you want summer internship academic credit, please book a [Workday advising appointment - Drahmman Center](#) with [Accounting Professor Wendy Donohoe](#).
  - Must enroll in ACTG 198 during quarter that you serve as an intern
  - Can take between 1-10 units
  - This is a great way for you to meet the 225 unit requirement for CPA licensure
  - Summer school tuition applies. Contact [onestop@scu.edu](mailto:onestop@scu.edu) for tuition.
- Make the appointment before May 23, 2025.





# STEM DESIGNATION FOR A&IS MAJORS

A&IS major has STEM (science, technology, engineering, and mathematics) designation.

- A STEM designation formally recognizes how our A&IS program educates students in information technological aspects of the accounting field and further enhances our reputation in the workplace that increasingly places an emphasis on greater analytical and information technology skills.
- With this designation, eligible A&IS students holding a student visa may apply to extend their 12 months of optional practical training (OPT) for an additional 24 months after graduation.



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## Schedule of Upper Division Accounting Classes 2025-2026

Course #	Units	Course Title	Prerequisites	Notes	Fall	Winter	Spring
<b>Required Financial Accounting Classes</b>							
120	5	Accounting Data Analysis and Visualization	11, OMIS 15, 70 units	For juniors planning to study abroad during fall, they should take ACTG 120 in spring of their sophomore year.	2		2
130	5	Intermediate I	11, 12, 120*, 96 units	Taken Junior year. Best to take in the fall. Abroad students have priority for winter quarter.	3	1	
131	5	Intermediate II	130	Taken Junior year.		3	1
132	5	Advanced Financial Accounting	131	Taken Junior or Senior year.	1		3
<b>Other Required Accounting Classes</b>							
134	5	Accounting Information Systems	11, 12*	Taken any year. Encouraged for sophomores. A&IS majors do not need ACTG 134. Satisfy OMIS 34 requirement for LSB core.		2	1
135	5	Audit	131*	Taken Junior or Senior year.	2		2
136	5	Cost	130	Taken Senior Year. Recommended to have taken FNCE 121.	2	2	
138	5	Tax	11, 12*	Taken any year. Encouraged for sophomores.	2	2	
<b>Other Required A&amp;IS Courses</b>							
155	5	Financial Information Systems	OMIS 30 or CSCI 10, and OMIS 105	ACTG 155 is for A&IS majors only. Cross-listed with OMIS 150. A&IS majors should register for ACTG 155 to fulfill major requirements for CPA licensing.	1	1	1
<b>Electives</b>							
5	4	Personal Financial Planning					1
140	3	Not for Profit Accounting	11			1	
144	5	Accounting Ethics	11, 12, (MGMT 6 or PHIL 26)		2		2
148	5	Taxation of Business Entities	131, 138				1
150	5	Financial Fraud	131*				1
<b>Other Electives</b>							
161/171	2	Junior/Senior Seminar Series	Junior/Senior ACTG or A&IS major	Recommended as overloading units. Pass or no pass.	1		
162/172	2	Junior/Senior Seminar Series	Junior/Senior ACTG or A&IS major	Recommended as overloading units. Pass or no pass.		1	
197	3	Special Topic in Accounting: Volunteer Income Tax Assistance (VITA)	138*			1	
198	1-10	Internship (also summer)			1	1	1

1. \* courses may be taken concurrently

2. A&IS majors may use OMIS 30 to satisfy the information systems requirement of the LSB core.

# SCHEDULE OF UPPER DIVISION ACTG CLASSES 2025-26



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# COURSE PLANNING FOR RISING JUNIORS

- Two key courses to complete in your junior year
  - ACTG 130 Intermediate Accounting I
  - ACTG 131 Intermediate Accounting II
- Why so important?
  - CPA firms often consider your grades in these two classes when making or finalizing job offers.
  - These courses are prerequisites for many other classes.



# WORKDAY, WAITLIST, AND REASON FORM

- In addition to the electronic waitlist, the Accounting Department will use a Reason Form as an additional source of information to properly and fairly add students to a class.
  - Our goal: Each Accounting or A&IS student has an opportunity to enroll in at least one accounting class every quarter.
- In order to be considered for a class, you must meet the following criteria:
  - Declared Accounting or A&IS Major
  - On the Workday waitlist for the course(s) you wish to enroll in



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# CPA Exam

Current version of Exam (began January 1, 2024) consists of four separate sections

- Core sections of the exam (must take each section)
  - Auditing and Attestation (AUD)
  - Financial Accounting and Reporting (FAR)
  - Taxation and Regulation (REG)
- Discipline Sections of the exam (take only one of the three options)
  - Business Analysis and Reporting (BAR)
  - Information Systems and Controls (ISC)
  - Tax Compliance and Planning (TCP)
- The Discipline Section is not listed on your license, and is not intended to restrict to the area that you actually practice in.



# When can you begin taking the exam?

- You may apply for and take any or all parts of the exam starting within 180 days of your planned graduation date.
  - A bachelor's degree
  - 36 quarter units of accounting
  - 36 quarter units of general business and accounting-related courses
- Examples
  - June 2025 graduates can begin the exam application process in Jan 2025
  - March 2025 graduates can begin the exam application process in Oct 2024
  - Dec 2024 graduates can begin the exam application process in June 2024
- Applying for the CPA Exam
  - The process begins with an application to the CA State Board of Accountancy
  - Establish a "Client Account"
  - Complete the online application, provide transcript, pay the application fee
  - Schedule your first exam (see next slides)





# State of California website for CPA Exam



## CALIFORNIA APPLICATION FOR THE UNIFORM CPA EXAMINATION

[welcome](#)[overview](#)[information](#)[establish account](#)[log in](#)[establish an account](#)

April 2025						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

### Welcome to the California Board of Accountancy's CPA Exam Application

Welcome to the California Board of Accountancy (CBA) Uniform CPA Examination (CPA Exam) application process. In addition to the helpful resources below, should you have questions at anytime during the application process, please contact the Exam Unit by email at [examinfo@cba.ca.gov](mailto:examinfo@cba.ca.gov).

The CBA offers expedited application processing and direct assistance for past and present military personnel and their spouses/domestic partners, and to refugees, asylees, and special immigrant visa holders. To reach the military liaison, please contact by phone Toll-free at (833) 992-0577 or by email at [militaryinfo@cba.ca.gov](mailto:militaryinfo@cba.ca.gov). To reach the refugee liaison, please contact by phone Toll-free at (833) 656-2318 or by email at [refugeeinfo@cba.ca.gov](mailto:refugeeinfo@cba.ca.gov).

If you are applying for the CPA Exam and require a reasonable accommodation, we encourage you to review the information on the [Reasonable Accommodation webpage](#) to avoid unnecessary delays in the processing of your request.

[https://www.cba.ca.gov/cbt\\_public/portal\\_url](https://www.cba.ca.gov/cbt_public/portal_url)



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## CPA EXAM QUICK TIPS

### HOW TO APPLY FOR THE CPA EXAM



#### Create a Client Account (First-Time Applicants)

Visit the CBA website at [www.cba.ca.gov/cbt\\_public](http://www.cba.ca.gov/cbt_public)

Click on "My Exam Application and Account"

Click on the "Establish an Account" link

Complete the form and submit

Receive an email with the link to the Client Login and temporary password

Create a personal password and complete all required account information

#### How to Complete the CPA Exam Application



Establish a Client  
Account



Complete the  
Application



Print and Sign the  
Remittance Form



Mail the Remittance Form,  
Sealed Transcripts and/or  
Evaluation, and the Fee

### HOW TO SIGN UP FOR THE CPA EXAM



CBA  
approves  
application



Select your  
CPA Exam  
sections



Receive  
payment coupon  
from NASBA



Submit payment  
coupon and fee  
to NASBA



Receive Notice  
to Schedule  
(NTS)



Schedule  
CPA Exam at  
[www.prometric.com](http://www.prometric.com)

1 YEAR

To make CPA Exam  
section selections  
once application is  
approved

90 DAYS

To make payment for  
all sections selected  
once payment coupon  
is received

9 MONTHS

To schedule testing  
dates and sit for all  
sections listed on  
the NTS

30 MONTHS

To earn credit for the  
remaining three sections  
from the first passed  
section

## California Application for CPA Exam

### Tab 2: Overview (Quick Tips)

[https://www.dca.ca.gov/cba/applicants/cpa\\_exam\\_quick\\_tips.pdf](https://www.dca.ca.gov/cba/applicants/cpa_exam_quick_tips.pdf)



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## CPA EXAM QUALIFICATIONS

### HOW TO QUALIFY FOR THE CPA EXAM

Option A	Option B	Option C
Candidate with a bachelor's or master's degree conferral and has completed 24 semester units each in accounting and business-related subjects.	Candidate currently enrolled in dual degree program that results in conferral of master's and bachelor's at the same time and has completed 24 semester units each in accounting and business-related subjects.	Candidate currently enrolled in college and within 180 days of completing all educational requirements, with bachelor's degree and completion of 24 semester units each in accounting and business-related subjects.

### EDUCATIONAL REQUIREMENTS

Can be completed at community colleges, universities, or other institutions of learning



Bachelor's degree or higher

+



24 semester units in accounting subjects

+



24 semester units in business-related subjects

#### Accounting Subjects

Accounting  
Auditing  
External or Internal Reporting  
Financial Reporting  
Financial Statement Analysis  
Fraud  
Taxation

#### Business-Related Subjects

Accounting Subjects (in excess of the 24 semester units required)  
Business Administration  
Business Communications  
Business Law  
Business Management  
Business-Related Law Courses (offered by an accredited law school)

Computer Science and Information Services  
Economics  
Finance  
Marketing  
Mathematics  
Statistics

#### National Candidates

Education must be documented on official transcripts. Official transcripts can be submitted with your application, mailed directly to the CBA, or sent electronically by a CBA-approved provider. If received by mail, official transcripts must be submitted in the original envelope sealed by the school.

#### International Candidates

Education must be evaluated by a CBA-approved foreign credentials evaluation service. Evaluations can be submitted with your application or mailed directly to the CBA. Evaluations must be submitted in the original envelope sealed by the evaluation service.

## California Application for CPA Exam

### Tab 2: Overview (Qualifications)

[https://www.dca.ca.gov/cba/applications/cpa\\_exam\\_quick\\_tips.pdf](https://www.dca.ca.gov/cba/applications/cpa_exam_quick_tips.pdf)



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# Early Application (in Calif) for CPA Exam

Early Application Website

[California Board of Accountancy - Early Entry to CPA Exam](#)

To apply for early admission to the CPA Exam, you must submit all of the following to the CBA:

- CPA Exam Application
- CPA Exam Application Fee
- Evidence of all finished coursework towards completing the educational requirements.
- Certificate of Enrollment Form (COE-1). Contact [registrar@scu.edu](mailto:registrar@scu.edu) for completing the form.

After receiving approval for early admission:

- Candidates must submit official transcripts showing all education requirements have been met within 240 days of application submission



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# How long does it take to pass the exam?

## General rules

- Passing grade for each section of CPA exam: 75 or better
- After passing one section of the exam, you must pass the remaining three parts within 30 months

## How much time do you need to pass the exam?

- Average study time: 45 days (80-120 hrs) for each section
- The average CPA candidate needs 6-12 months to pass all four sections of the CPA Exam.
- The time period varies depends on:
  - (1) your familiarity with the material;
  - (2) how many classes you are taking while you study for the exam;
  - (3) whether you are working while you study for the exam;
  - (4) your ability to manage your time wisely.



# CPA Exam Pass Rates

Section	2024	2025 (Q1)
AUD	46%	44%
FAR	40%	42%
REG	63%	62%
BAR	38%	38%
ISC	58%	61%
TCP	74%	75%



# Advice on Taking CPA Exam (Slide 1 of 2)

- Attend a presentation on how to take and pass the CPA exam in either your junior or senior year
  - The presentation will describe alternative strategies for studying (and passing) the exam.
- Take a CPA review course before taking each section of the exam.
  - A CPA review course is typically a self-study computer-based course.
  - Most CPA firms provide CPA Review Course materials to their employees.
  - After you accept a job offer, ask your CPA Firm / Employer for study materials so you can begin studying for the exam (and passing the exam) before you graduate.





# Advice on Taking CPA Exam (Slide 2 of 2)

- Complete the CPA exam as soon as feasible (ideally, before you start working).
  - It is difficult to study for the CPA exam while working.
  - 40% of those sitting for the exam never pass the exam - you don't belong in this group.
  - Pass rates typically decline with time after graduation.
  - Many CPA firms give bonuses to employees who pass before the end of their first year.
- Apply to take the exam before graduation
  - Ideal: Take (and pass) at least two sections of the exam before graduation and the remaining sections during the summer before you begin working.





# CPA Licensing in CA (Slide 1 of 2)

- Students who apply for a California CPA license need to meet the following requirements (in quarter units):
- Education
  - A bachelor's degree with a total of 225 quarter credits
  - 45 units of accounting
  - 57 units of general business and accounting-related courses
  - 15 units of ethics (with minimum 4 units of accounting ethics)
- One year of experience working for a licensed CPA, and
- Pass the CPA exam

- 1 semester unit = 1.5 quarter units
- 150 semester units = 225 quarter units
- Hence, the rule that requires CPA candidates to have at least 225 quarter units is called "The 150 hour rule"



# CPA Licensing in CA (Slide 2 of 2)

- Your University Core, Business Core, and Accounting and A&IS major classes will satisfy these content requirements, with the following exceptions.
- Exceptions:
  - A&IS Majors will need to take at least one additional accounting class to reach the 45 units in accounting.
  - ACTG 155 and OMIS 150 (Financial Information Systems) are cross-listed.
  - If you register for ACTG 155 instead of OMIS 150, you do not need to pick up one additional accounting class.
- Both Accounting and A&IS majors will need to take a four unit course on accounting ethics (ACTG 144)
- Total of 225 quarter units (discussed on later slide)



# More on Ethics Requirement

- Students will satisfy ethics requirement (4 units of accounting ethics and 11 units of other ethics) via:
  - MGMT 6 or PHIL 26 (Business Ethics) – 4 units
  - BUSN 85 (Business Law) – 4 units
  - MGMT 160 (Management of Organizations) – 5 units
  - ACTG 144 (Accounting Ethics) – 5 units
- We offer ACTG 144 [Accounting Ethics](#) (5 units) as an elective.
  - We will offer two sections in Fall 2025, and two sections in Spring 2026.
  - You need to take this class before working for a CPA firm in California.



# Your Strategy of Getting 225 Units

- 225 units is equivalent to 5 years of education - SCU students can do this in 4 years.
- Take 19 or more units every quarter and start early.
  - You may need to overload, but not so much that your grades suffer
- Everything on a college transcript counts, including AP classes as long as they make it to a college transcript.
- Includes any college units taken for pass/no pass
  - Don't forget to consider ACTG 191 (Peer Educator/Tutoring), ACTG 161/171 (Fall Seminar Series); ACTG 162/172 (Winter Seminar Series); or ACTG 198 (Internship) to get additional units on a pass/no pass basis.
- Keep in mind the availability of accounting electives for additional units.
- Most accounting firms will not allow students to begin work if they do not meet the 225 unit requirement.

# Peer Academic Advising

The Business School's Peer Advising Group has accounting specialists.

- They can help you with course selection, timing of classes, getting to the 225 units, licensing issues, recruiting, etc.



**Caroline Braham** ✓ ([cbraham@scu.edu](mailto:cbraham@scu.edu))

A&IS at Santa Clara University; Incoming Audit Associate at PwC



**Alexander Von Banck** ✓ ([avonbank@scu.edu](mailto:avonbank@scu.edu))

Accounting and International Business at Santa Clara University  
Incoming Advisory Accounting Intern at CBIZ ARK.

# Peer Career Consultants

The Business School's Peer Career Consultants has accounting specialists.

- They can help you with career search skills, internship planning, gaining experience, and industry specific roles



**Robert Wagner** ✓ ([rwagner@scu.edu](mailto:rwagner@scu.edu))

Fourth-Year Undergraduate Accounting Major at Santa Clara University



**Natalie McLean** ✓ ([nmclean@scu.edu](mailto:nmclean@scu.edu))

Incoming Audit Associate at Deloitte | Santa Clara University

# Resources on our Dept Website

- Resources to help you with licensing planning and tracking your progress are on our Accounting Department website.
- Under "CPA Information"  
<https://www.scu.edu/business/accounting/cpa-information/>

## Requirements List & Checklist

- [CPA Licensure Requirements List](#)
- [CPA Licensure Requirements Checklist](#)



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# Accounting Dept Recruiting Guidelines

To manage CPA firm recruitment of SCU students, the Accounting Department and the CPA firms on our advisory board developed the following guidelines so that students have time to consider their employment choices

- Firms can offer internships and full-time positions at any time.
- Offer deadlines must be held open for at least **10 days**.
- Firms must agree to students request to extend the offer deadline for a *reasonable* period of time.

NOTE: These guidelines only apply to firms on our Advisory Board

- Non-advisory board firms do not need to abide by these guidelines



# Reasonable reasons for extending offer deadlines

Here are some examples of when firms should agree to a student's request to extend the offer deadline for a reasonable period of time:

- The student intends to interact with firms at an upcoming career fair.
- The student has interviewed with other firms and has not yet received a response from at least one of these firms.
- The student has scheduled other interviews and wants to complete those interviews before making a decision.
- The student intends to schedule an interview with a firm and is waiting to hear from that other firm.



# Role of Accounting Faculty in CPA firm recruiting of SCU students

We (SCU Accounting Faculty) are here to protect students from being forced to make decisions without adequate time and to prevent students from feeling undue pressure from recruiters.

- We are available in case you feel pressure from any firm or you feel that a firm is violating recruiting guidelines.
- We can intervene on your behalf to make sure you have enough time to make your decision. We are here to help you and protect you in this process.
- If accounting firms violate recruiting guidelines (e.g., refuse to offer extensions as outlined in the guidelines), please let us know so we can help you.

# Guidelines for Accounting & A&IS Student interactions with firms (Slide 1 of 5)

**Don't miss scheduled zoom calls, zoom appointments, scheduled interviews, resume critiques, mock interview appointments, etc.**

- If you must miss or cancel an appointment, *contact the appropriate person at the firm ASAP.*
- Nothing makes a firm more upset than for a student to skip an appointment
  - Except - firms also get upset when you accept an offer and then fail to show up for work
- This could affect any future interactions with that firm (or any firm they contact about your actions)

**Promptly return phone calls and communications from the firms.**



# Guidelines for Accounting & A&IS Student interactions with firms (Slide 2 of 5)

## Student responsibilities after signing up to attend firm activities, events and interviews

- Students who register / sign up for firm activities / events / interviews *must attend* the interview or critique.
  - If you don't intend to attend, you *should notify the firm in writing* (by email) *ASAP* that you cannot attend (and give a reason)
  - If you who sign up for firm activities / events / interviews but *fail to show up*, you *should notify the firm in writing* (by email) *ASAP* explaining why you did not show up
- Failure to notify the firm reflects poorly both on you and on SCU



# Guidelines for Accounting & A&IS Student interactions with firms (Slide 3 of 5)

## Student responsibilities for declining offers.

- If a student decides that he/she will not accept an offer from a CPA firm, the student *should notify the firm in writing* (by email) *ASAP* that he/she is rejecting the offer ASAP
  - By delaying the decision to accept or reject an offer, the student may be reducing the likelihood that the firm can extend offers to other SCU students.
- Nothing upsets a firm more than failing to notify a firm that you are reneging on your acceptance of their offer
  - Firms understand that students can change their minds during the long lag between accepting an offer and starting a new internship or job
  - But they get quite upset if the student does not notify the firm of their decision (or delays notifying the firm of their decision)



# Guidelines for Accounting & A&IS Student interactions with firms (Slide 4 of 5)

## Student responsibilities after accepting an offer.

Once a student accepts a job offer from a firm that follows the recruiting guidelines, the student *must immediately stop participating in the recruiting process* and notify all firms for which the student has either

- scheduled a future interview
- received an outstanding offer or
- interviewed but has not yet received an offer
- that he/she has accepted an offer and is no longer able to accept a position at that firm

**Exception for students who accept an offer from a firm that did not follow the recruiting guidelines** (see next slide)



# Guidelines for Accounting & A&IS Student interactions with firms (Slide 5 of 5)

## **Student responsibilities after accepting an offer.**

- Exception for students who accept an offer from a firm that did not follow the recruiting guidelines
  - If a student accepts a job offer from a firm that did not follow the recruiting guidelines, the student is allowed to continue participating in the recruiting process and can later rescind the offer on a timely basis.
  - We provide this exception because we believe that students should not be penalized for following these guidelines if a firm fails to follow our guidelines





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# SCU Accounting Association

## Purpose and Events

- Prepares students for transition between school and career (and have fun!)
  - Organizes events and activities
  - Brings students and professionals together
- Fall Quarter
  - Social events; career fairs; interview prep events; CPA review course
    - Meet the Firms, mock interviews, resume critique, recruiting tips
    - First years and sophomores are also welcome at many events
- Winter Quarter
  - Social events; winter career fair, interview prep events
- Spring Quarter
  - Social events, select new officers



# **SCU Accounting Association**

## **Contact Information**

How to contact SCUAA

- Email: [scuaa@scu.edu](mailto:scuaa@scu.edu)
- Instagram: [scu\\_aa](#)
- SCUAA Website: <https://www.scu.edu/business/accounting/beyond-the-classroom/accounting-association/>
- Contact officers directly (see below)

Senior Officers (Class of 2026)

- Cassidy Furutani, Fiona Holdaway, Greg Mackintosh, Morris Su, and Ashlyn Wang

Junior Officers (Class of 2027)

- Autumn Bella, Lily Eisenstein, Richard Tseng, Esmeralda Valencia, and Conan Xie



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# THANK YOU FOR COMING!



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