

Business Administration – Accounting (BAA)

Associate in Specialized Business (ASB)



Accounting, bookkeeping, and financial skills are needed in every business, non-profit organization, and governmental sector of our economy.

Through a comprehensive educational training program, students in the BAA program will develop technical knowledge across the major areas of accounting including theory, practice, and application. Students will also develop and exhibit an understanding of ethical conduct.

Accounting professionals perform financial activities such as maintaining financial records and preparing reports. Nearly every industry offers career opportunities.

SouthHills
School of Business & Technology

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The BAA Program Prepares Students to:

- Evaluate and audit internal accounting procedures/policies
- Prepare individual tax returns
- Prepare payroll and payroll-related tax forms
- Prepare and analyze financial statements
- Demonstrate compliance with business and tax laws
- Utilize accounting software to prepare financial statements and bank reconciliations, pay vendors, depreciate assets, track inventory, and bill customers

(Available at State College & Altoona)

Example Career Opportunities

Staff Accountant

Payroll Tax Specialist

Accounting Clerk

Assistant Accountant

Auditing Clerk

**Proposal & Awards
Generalist**

For more information about the BAA program, courses, and faculty members,
please visit www.southhills.edu/BAA

SouthHills
School of Business & Technology

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