



## **BUAD 280 – Introduction to Financial Accounting**

### **Course Syllabus**

**Summer Semester 2017**

**Location – JFF 327**

**Class Sessions – M & W 9:00 to 11:00 am (Sec # 14510)**  
**– TBD (Sec # 14518)**

**Professor: Bob Kiddoo**

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**Office Hours: W 8:00 to 9:00 am; by appointment**

### **Course Description**

This is an introduction to accounting course for undergraduate students whose majors require: understanding the impacts business transactions have on organizations; knowledge of basic accounting principles and techniques; and the ability to leverage the variety of information the accounting discipline provides managers, owners and other stakeholders. The primary focus of the course is the development, presentation and understanding of financial accounting information useful to a variety of stakeholders when analyzing results and supporting decisions related to business operations and financial position, cash flows, income generation, asset acquisition, and financing activities.

### **Learning Objectives**

Upon completion of this course, you should be able to:

- Demonstrate an understanding of the key principles and assumptions used by accountants when providing information to management and other stakeholders by answering questions and solving problems. (*Marshall Learning Goal 1.1, 3.2, 3.3, 3.4*)
- Demonstrate an understanding of Generally Accepted Accounting Principles and their impact on the conduct of management and business leaders by answering questions and solving problems. (*Marshall Learning Goal 5.1*)
- Explain how management, other stakeholders and the business community use key sections of the balance sheet, income statement and statement of cash flows to make decisions by evaluating business transactions, preparing financial statements and analyzing relevant financial statement information. (*Marshall Learning Goal 2.2, 3.2, 3.3, 3.4, 4.2*)
- Analyze the cash impact of business transactions by creating a statement of cash flows from a series of transactions and account balance changes. (*Marshall Learning Goal 3.2, 3.3, 3.4, 4.2*)
- Evaluate the impacts of accrual based accounting and management decisions on financial statement presentation and stakeholder choices by analyzing a variety of business activities / scenarios and developing journal entries. (*Marshall Learning Goal 3.2, 3.3., 3.4, 4.1*)
- Describe a business operating cycle and demonstrate the impact of various operating activities by applying accounting principles and techniques to produce journal entries, develop appropriate adjustments, and produce a multi-step income statement in good form. (*Marshall Learning Goal 1.1, 3.2, 3.3, 3.4*)
- Describe a business financial position and demonstrate the impact of various financing and investing activities by applying accounting principles and techniques to produce journal entries, develop appropriate adjustments, and produce a classified balance sheet in good form. (*Marshall Learning Goal 1.1, 1.2, 3.2, 3.3, 3.4*)
- Evaluate the general financial performance of an organization and the impact of management decisions on financial results by analyzing a variety of financial ratios and

developing an opinion on potential employment by and / or investment in a large public company. (Marshall Learning Goal 3.2, 3.3, 3.4, 5.2)

- Demonstrate the ability to leverage technology to generate and analyze accounting information by leveraging basic financial accounting systems to record and report financial accounting data and spreadsheets to develop and analyze financial accounting information. (Marshall Learning Goal 1.4, 3.2, 3.3, 3.4)

To achieve these learning objectives, a combination of background reading, interactive discussion / lecture and practice problems will be utilized. Please note, the most important word in the sentence above is “interactive.” The reason is that research on learning indicates it is very difficult to gain anything more than a superficial understanding of material without practice and feedback. Therefore, you should expect our class sessions to incorporate a substantial amount of both.

To demonstrate your achievement of the learning objectives stated above: 1) you will be required to demonstrate your knowledge by individually working problems during quizzes and exams; and 2) you may be asked to complete in class group assignments on an ad hoc basis at the professor’s discretion.

### **Required Materials**

The following book is available in the bookstore:

- Kimmel, P.D., Weygandt, J.J., Kieso, D.E. (2016). *Financial Accounting: Tools for Business Decision Making, 8th Ed.* New Jersey: Wiley (978-1-118-55255-1)

Also, you should consider purchasing the book online as this can also result in substantial cost savings. However, if you choose to purchase the book online, please be aware that you are responsible for making alternative arrangements for completing all readings and advance preparation until the books arrive.

### **Prerequisites and Recommended Preparation**

Although there are no formal prerequisites for this course, regularly reading a general business periodical or newspaper’s financial section will aid in your business education. To this end, the Wall Street Journal can be purchased at a discounted student rate at [www.wsjstudent.com](http://www.wsjstudent.com).

In addition, you will find it helpful to bring a calculator to class to work discussion problems and in class assignments. For exams, only school provided calculators will be allowed unless otherwise indicated by the instructor.

### **Grading Policies**

Your grade in this class will be determined by your relative performance on exams, quizzes (dropping the lowest one), in-class exercises, and a team presentation. The total class score will be weighted as follows:

	<b>Weight</b>
Exam I	25%
Exam II	25%
Exam III (Final)	30%
Highest 2 (of 3) Quizzes	5%
Homework / Excel Labs	5%
In-class Exercises	5%
Project	5%

After each student’s weighted total points are determined for the semester, letter grades will be assigned on a curve according to Marshall School of Business grading guidelines.

Final grades represent how you perform in the class relative to other students. Your grade will not be based on a mandated target, but on your performance. Historically, the average grade for this class is about a 3.0 (i.e., a “B”). Three items are considered when assigning final grades:

1. Your score for each of the items above weighted by the appropriate factor and summed.
2. Your overall percentage score for the course.

3. Your ranking among all students in the course(s) taught by your instructor during the current semester.

The grade of “W” is allowed only if a student withdraws after the official add period and before the end of the drop period during the semester. The grade of incomplete (IN) can be assigned only if there is work not completed because of a documented illness or unforeseen emergency occurring after the drop period of the semester that prevents the student from completing the semester. An “emergency” is defined as a serious documented illness, or an unforeseen situation that is beyond the student’s control, that prevents a student from completing the semester. Prior to the end of the drop period, the student still has the option of dropping the class so incompletes will not be considered. Arrangements for completing an IN must be initiated by the student and agreed to by the instructor prior to the final examination. All work required to replace the IN with a final grade must be completed within one calendar year from the date the IN was assigned. If the student does not complete the work within the year, the IN will automatically be converted to a grade of F.

### **Assignments and Grading Detail**

Expectations regarding your performance on exams, quizzes, in-class exercises and the team presentation are as follows:

#### **Exams**

Exams may include: multiple-choice questions, short answer / brief essay questions, exercises, and problems. Preparing for exams involves dedication and ends only when you can: 1) identify the relevant issues in a given business situation; 2) analyze the data and transform it into information to be used in a comprehensive answer; and 3) explain what you did using techniques demonstrated in class. The best bet for success involves a number of steps. First, is making sure you do the advanced preparation for each class session. Second is reworking problems done in class and trying other / additional problems. Third is making sure you ask questions in a real-time manner to solidify your understanding of the material as we go, rather than trying to ‘get it’ right before an exam. Remember, on exams you will be required to perform all work (e.g., problem setup, solution generation, and answer presentation) on your own.

The exam dates for this fall are as follows:

Exam I	Wednesday	June 7 <sup>th</sup>	(9:00 AM – 11:00 AM)
Exam II	Wednesday	June 28 <sup>th</sup>	(9:00 AM – 11:00 AM)
Exam III (Final)	Monday	July 24 <sup>th</sup>	(9:00 AM – 11:00 AM)

During the semester, each exam will be returned no more than one week after it has been given. After each test is returned, there is a one-week reflection period and then you will have one week to discuss your grade. After this time, grades on tests become final. All other grades are final once given.

The Leventhal School of Accounting policy is exams should not be missed unless there is a very serious emergency AND it can be properly documented. In addition, to the extent possible, you must inform the instructor of the emergency prior to the exam (it is understood this is not always possible). If you miss an exam for something other than a serious emergency and / or you cannot provide documentation, you will receive a zero grade for the exam. If there is a serious emergency, you can provide proper documentation and (when possible) have notified me before the exam, a substitute grade will be calculated based on the normalized average of your remaining future exams.

The final exam must be taken at the scheduled time unless an incomplete contract has previously been approved according to Leventhal School of Accounting guidelines.

#### **Quizzes**

Quizzes may include multiple-choice questions, exercises and problems. They will be given one class week before each exam (including the last Monday before the final) and are designed to prepare you for the upcoming exam. Preparing for quizzes is facilitated by keeping up with the work in class, reworking problems we have done in class, and trying other problems. No make-up quizzes will be given as only the two highest raw scores are used to generate the quiz component of the total score.

## Homework

At various points during the semester, up to six homework problems identified by both ***bold and italicized*** print within the “Schedule of Classes and Homework Assignments” will be randomly collected. Points are earned by student’s good faith effort in completing the exercise prior to the class session. No make-ups or alternative assignments will be accepted.

## In-class Exercises

At various points during the semester, unannounced exercises will be introduced to provide students with examples of kind of material they should expect to see on exams. These exercises can be completed by ad hoc groups, of four members or less, using any course materials present (i.e., open book / open notes). Points are earned by students completing the exercise based on the proper application of the techniques covered during class discussion. No make-ups or alternative assignments will be accepted.

## Excel Labs

There are 3 Excel lab sessions scheduled for this semester. The dates for the lab sessions are as follows:

Lab I	Day TBD	Date TBD	(Time TBD)
Lab II	Day TBD	Date TBD	(Time TBD)
Lab III	Day TBD	Date TBD	(Time TBD)

Attendance and participation is **mandatory**. The labs will teach you “best practices” of Excel-based financial modeling (and will be fun!). You must bring a laptop with Microsoft Excel installed on it to each lab session. If you do not have a laptop with Microsoft Excel, please speak with your instructor at least a week before the first lab date.

## Project

The Project will be handed out during the semester. It is a research-based assignment requiring you to produce a report answering specific questions about a public company. In addition, you will leverage Excel-based models to evaluate the company’s performance over the last several years. You will document your results by delivering a professional / high quality electronic copy of the report via email to me no later than end of day on the last official class day as indicated in the class schedule.

## MARSHALL GUIDELINES

### Learning Goals

In this class, emphasis will be placed on the USC Marshall School of Business learning goals as follows:

Goal	Description	Course Emphasis
1	Our graduates will understand types of markets and key business areas and their interaction <i>to effectively manage different types of enterprises.</i>	High
2	Our graduates will develop a global business perspective. They will understand how local, regional, and international markets, and economic, social and cultural issues impact business decisions <i>so as to anticipate new opportunities in any marketplace.</i>	Low
3	Our graduates will demonstrate critical thinking skills, <i>so as to become future-oriented decision markets, problem solvers and innovators.</i>	High
4	Our graduates develop people and leadership skills to promote their effectiveness as <i>business managers and leaders.</i>	Low
5	Our graduates will demonstrate ethical reasoning skills, understand social, civic, and professional responsibilities <i>and aspire to add value to society.</i>	Medium
6	Our graduates will be effective communicators <i>to facilitate information flow in organizational, social and intercultural contexts.</i>	Low

### Add / Drop Process

Students may drop via Web Registration at any time prior to Friday, April 7<sup>th</sup>. Please note that if you drop after February 24<sup>th</sup> your transcripts will show a W for the class. Students may add the class as space becomes available via Web Registration through Friday, January 27<sup>th</sup>.

Dates to Remember:

Last day to add classes or drop and receive a refund	Tuesday – May 30 <sup>th</sup>
Last day to drop without a W or change P/NP to Letter Grade	Thursday – June 15 <sup>th</sup>
Last day to drop with "W"	Tuesday – July 11 <sup>th</sup>

### Retention of Graded Coursework

Graded work that has not been returned to you will be retained for one year after the end of the semester. Any other materials not picked up by the end of the semester will be discarded after final grades have been submitted.

### Technology Policy

Laptop and Internet usage is not permitted during academic or professional sessions unless otherwise stated by the professor. Use of other personal communication devices, such as cell phones, is considered unprofessional and is not permitted during academic or professional sessions. Upon request, all electronic devices in your possession (e.g., cell / smart phones, tablets, laptops, etc.) must be completely turned off and / or put face down on the desk in front of you. In addition, at certain times (i.e., during exams), you might also be asked to deposit your devices in a designated area in the classroom. Video recording of faculty lectures is not permitted due to copyright infringement regulations. Audio recording is only permitted if approved in advance by the professor. Use of any recorded or distributed material is reserved exclusively for the USC students registered in this class.

### Recordings

No student may record any lecture, class discussion or meeting with the professor without the professor's prior express written permission. The word "record" or the act of recording includes,

but is not limited to, any and all means by which sound or visual images can be stored, duplicated or retransmitted whether by an electro-mechanical, analog, digital, wire, electronic or other device or any other means of signal encoding. The professor reserves all rights, including copyright, to lectures, course syllabi and related materials, including summaries, PowerPoints, prior exams, answer keys, and all supplementary course materials available to the students enrolled in this class whether posted on Blackboard or otherwise. They may not be reproduced, distributed, copied, or disseminated in any media or in any form, including but not limited to all course note-sharing websites. Exceptions are made for students who have made prior arrangements with DSP and the professor.

### **Statement for Students with Disabilities**

Students requesting test-related accommodations will need to share and discuss their DSP recommended accommodation letter/s with their faculty and/or appropriate departmental contact person at least **three weeks** before the date the accommodations will be needed. Additional time may be needed for final exams. Reasonable exceptions will be considered during the first three weeks of the semester as well as for temporary injuries and for students recently diagnosed. Please note that a reasonable period of time is still required for DSP to review documentation and to make a determination whether a requested accommodation will be appropriate.

The Office of Disability Services and Programs ([www.usc.edu/disability](http://www.usc.edu/disability)) provides certification for students with disabilities and helps arrange the relevant accommodations. Any student requesting academic accommodations based on a disability is required to register with Disability Services and Programs (DSP) each semester. A letter of verification for approved accommodations can be obtained from DSP. Please be sure the letter is delivered to me (or to your TA) as early in the semester as possible. DSP is located in GFS (Grace Ford Salvatori Hall) 120 and is open 8:30 a.m.–5:00 p.m., Monday through Friday. The phone number for DSP is (213) 740-0776. Email: [ability@usc.edu](mailto:ability@usc.edu).

### **Statement on Academic Conduct and Support Systems**

USC seeks to maintain an optimal learning environment. General principles of academic honesty include the concept of respect for the intellectual property of others, the expectation that individual work will be submitted unless otherwise allowed by an instructor, and the obligations both to protect one's own academic work from misuse by others as well as to avoid using another's work as one's own. All students are expected to understand and abide by these principles. *SCampus*, the Student Guidebook, ([www.usc.edu/scampus](http://www.usc.edu/scampus) or <http://scampus.usc.edu>) contains the University Student Conduct Code (see University Governance, Section 11.00), while the recommended sanctions are located in Appendix A.

Students will be referred to the Office of Student Judicial Affairs and Community Standards for further review, should there be any suspicion of academic dishonesty. The Review process can be found at: <http://www.usc.edu/student-affairs/SJACS/>. Failure to adhere to the academic conduct standards set forth by these guidelines and our programs will not be tolerated by the USC Marshall community and can lead to dismissal.

### **Academic Conduct**

Plagiarism – presenting someone else's ideas as your own, either verbatim or recast in your own words – is a serious academic offense with serious consequences. Please familiarize yourself with the discussion of plagiarism in *SCampus* in Section 11, Behavior Violating University Standards (<https://scampus.usc.edu/1100-behavior-violating-university-standards-and-appropriate-sanctions/>). Other forms of academic dishonesty are equally unacceptable. See additional information in *SCampus* and university policies on scientific misconduct (<http://policy.usc.edu/scientific-misconduct/>).

Discrimination, sexual assault, and harassment are not tolerated by the university. You are encouraged to report any incidents to the Office of Equity and Diversity (<http://equity.usc.edu/>) or to the Department of Public Safety (<http://capsnet.usc.edu/department/department-public-safety/online-forms/contact-us>). This is important for the safety whole USC community. Another member of the university community – such as a friend, classmate, advisor, or faculty member – can help initiate the report, or can initiate the report on behalf of another person. The Center for Women and Men (<http://www.usc.edu/student-affairs/cwm/>) provides 24/7 confidential support, and

the sexual assault resource center webpage ([sarc@usc.edu](mailto:sarc@usc.edu)) describes reporting options and other resources.

### **Support Systems**

A number of USC's schools provide support for students who need help with scholarly writing. Check with your advisor or program staff to find out more. Students whose primary language is not English should check with the American Language Institute (<http://dornsife.usc.edu/ali>), which sponsors courses and workshops specifically for international graduate students. The Office of Disability Services and Programs ([http://sait.usc.edu/academicsupport/centerprograms/dsp/home\\_index.html](http://sait.usc.edu/academicsupport/centerprograms/dsp/home_index.html)) provides certification for students with disabilities and helps arrange the relevant accommodations.

### **Emergency Preparedness / Course Continuity**

If an officially declared emergency makes travel to campus infeasible, USC Emergency Information (<http://emergency.usc.edu/>) will provide safety and other updates, including ways in which instruction will be continued by means of blackboard, teleconferencing, and other technology. USC's Blackboard learning management system and support information is available at [blackboard.usc.edu](http://blackboard.usc.edu).

For additional information, you may use any of the following:

**USC Emergency – (213) 740-4321**  
**USC Emergency Information – (213) 740-9233**  
**USC Information – (213) 740-2311**  
**KUSC Radio – 91.5 FM**

### Schedule of Classes and Homework Assignments

Session	Date	Topic	Reading	HW Assignments
1	5/17	Course Overview / Introduction to Financial Statements	CH 1	BE1-1, BE1-3, BE1-4, BE1-6, BE1-7, BE1-10, Do IT!1-3, E1-8, E1-10
2	5/22	A Further Look at Financial Statements	CH 2	BE2-1, BE2-3, BE2-4, DO IT!2-1b, DO IT!2-3, <b>E2-8</b> , P2-3A
3	5/24	The Accounting Information System	CH 3	BE3-3, BE3-4, BE3-5, <b>BE3-6</b> , BE3-11
<b>Lab</b>	<b>TBD</b>	<b>Excel lab 1 (Linking financial statements)</b>	<b>TBD</b>	
4	5/31	The Accounting Information System	CH 3	E3-2, E3-8, E3-12, E3-18, <b>P3-4A</b> , P3-5A
5	6/5	Accrual Accounting Concepts	CH 4	BE4-4, BE4-5, BE4-6, BE4-7, BE4-12, BE4-15, E4-6, E4-9, E4-10, P4-2A, P4-3A, <b>P4-7A</b>
<b>6</b>	<b>6/7</b>	<b>Exam I (Sessions 1 – 5)</b>	<b>9:00 – 11:00 AM</b>	
7	6/12	Merchandising Operations & the Multiple-Step Income Statement	CH 5	BE5-1, E5-1, E5-3, E5-11, E5-9, E5-10, P5-2A, P5-3A, <b>P5-7A</b>
8	6/14	Reporting and Analyzing Inventory	CH 6	BE6-2, BE6-3, BE6-8, E6-1, E6-5, BE6-7, E6-2, E6-7, <b>P6-5A</b> , P6-6A
9	6/19	Reporting and Analyzing Receivables	CH 8	BE8-2, BE8-3, BE8-5, BE8-10, E8-3, E8-5, P8-1A, <b>P8-3A</b>
<b>Lab</b>	<b>TBD</b>	<b>Excel lab 2 (Depreciation Schedules)</b>	<b>TBD</b>	
10	6/21	Reporting and Analyzing Investments	AP H	EH-2, EH-5, <b>EH-6</b> , EH-7
11	6/26	Reporting and Analyzing Long-Lived Assets	CH 9	BE9-4, E9-3, E9-5, E9-20, E9-19, BE 9-6, BE9-7, E9-6, <b>E9-8</b> , P9-2A, P9-7A, P9-8A
<b>12</b>	<b>6/28</b>	<b>Exam II (Sessions 7 – 11)</b>	<b>9:00 AM – 11:00 AM</b>	
13	7/5	Reporting and Analyzing Liabilities	CH 10 AP G	BE10-2, BE10-3, BE10-4, <b>E10-7</b> , BEG-9, BEG-10, BEG-12,
14	7/10	Reporting and Analyzing Liabilities	CH 10	BEG-14, BEG-15, BE10-8, E10-23, P10-4A, P10-5A, <b>P10-10A</b> , P10-11A
15	7/12	Reporting and Analyzing Stockholder's Equity	CH 11	BE11-2, BE11-4, BE11-5, BE11-8, DO IT!11-2a, E11-2, <b>P11-2A</b> , P11-8A
<b>Lab</b>	<b>TBD</b>	<b>Excel lab (Bond amortization schedule)</b>	<b>TBD</b>	
16	7/17	Statement of Cash Flows	CH 12	BE12-1, BE12-2, BE12-5, BE12-13, BE12-14, BE12-15, E12-11, <b>E12-13</b> , E12-15
17	7/19	Statement of Cash Flows	CH 12	E12-5, E12-7, P12-3A, <b>P12-7A</b> , P12-9A, P12-11A
<b>18</b>	<b>7/24</b>	<b>Exam III (Sessions 13 – 17)</b>	<b>9:00 – 11:00 am</b>	

**LEVENTHAL SCHOOL OF ACCOUNTING  
GRADING AND ACADEMIC STANDARDS  
FOR UNDERGRADUATE STUDENTS  
*IN BUAD 280***

The Leventhal School of Accounting adheres strictly to the grading standards of the University and the School of Business Administration. Additionally, the Leventhal School of Accounting has supplemented those standards with certain others. For students' convenience, and to prevent misunderstanding, these additional standards are summarized below.

**GRADING STANDARDS**

The following grades are used: A - excellent; B - good; C - fair; D - minimum passing; F - failure. The grade of F is awarded for failing work at the end of the semester. The assignment of minuses and pluses when earned is required.

The grade of W (Withdraw) is assigned if the student officially withdraws after the third week but before the end of the twelfth week of the semester. No withdrawals will be permitted after the end of the twelfth week except by student petition to the University's Committee on Academic Policies and Procedures.

Students may elect to audit courses during the first three weeks of the semester. A course taken for audit (V) will be assessed at the current tuition rate. A course taken for audit (V) will not receive credit and will not appear on the USC transcript or grade report. Under no circumstances will the University allow a change in the registration status of a course from letter grade or credit to audit (V) or vice versa after the third week of a given semester.

The grade of IN (Incomplete, i.e., work not completed because of documented illness or some other emergency occurring after the twelfth week of the semester) is reserved for those highly unusual cases where, due to circumstances judged fit by the Dean of the Leventhal School of Accounting, the student is unable to complete a specified single item of the course requirements by the time final grades are submitted.

IN grades can be removed only by the student completing the missing requirements of the course to the satisfaction of the instructor.

Marks of IN in courses numbered below 500 must be removed by the end of the semester following the one in which the mark of IN was assigned. If not removed within the specified time limit, marks of IN automatically become marks of IX (expired incomplete), with the exception of thesis and dissertation, and compute in the GPA as an F. A student may remove the IN only by completing the work not finished as a result of illness or emergency. It is not possible to remove an incomplete by re-registering for the course. Previously graded work may not be repeated for credit.

**LEVENTHAL SCHOOL OF ACCOUNTING  
GRADING AND ACADEMIC STANDARDS  
FOR UNDERGRADUATE STUDENTS  
IN BUAD 280**

**G.P.A. PREREQUISITES FOR UNDERGRADUATE ACCOUNTING COURSES**

The following are grade point average prerequisites for any undergraduate student enrolled in any accounting course. Individual instructors may not waive these standards: (1) an average grade of B or better in BUAD 280/281 with neither grade lower than a B-; or (2) if applicable, transfer students are required to meet an average grade of B in the two transferred accounting courses and BUAD 305x (with neither grade lower than a B-).

In meeting the B (3.0) average required for admission to the Leventhal School of Accounting, only one of the courses may be repeated. If the repeated course grade is higher, that grade will be considered in determining whether the student meets the B average for admission, and the original course grade will be disregarded by the Leventhal School. See Repeated Course Work at USC, USC Catalogue, for further restrictions on including grades in repeated classes in the overall grade point average computation.

In computing grade point average prerequisites, BUAD 285ab or BUAD 286ab, BUAD 302T and BUAD 305x will be considered accounting courses.

Grades in accounting courses taken at other institutions will not be included in the computation of the cumulative accounting grade point average. **Exception:** transfer students taking BUAD 305x and seeking admission to the School of Accounting.

When a student's cumulative accounting grade point average falls below 2.7, the student is placed on probation. If a student on probation does not regain a minimum accounting cumulative GPA of 2.7 after completing the next 12 semester hours in all courses (including accounting courses) attempted within the University, that student will not be permitted to continue as an accounting major in the Leventhal School of Accounting. Exceptions to this policy may be granted only in unusual circumstances by the Academic Standards Committee of the Leventhal School of Accounting. Decisions of the Academic Standards Committee are final.

To be removed from probationary status, a student may elect either to take another accounting course or courses for which prerequisites are met or to repeat an accounting course or courses in an attempt to earn a higher grade. Regardless of the course of action taken, all courses completed will be counted in computing the cumulative accounting grade point average.

The grade of "W" in an accounting course taken while a student is on probation will not extend probation. The probation period ends at the end of that semester during which the student completes a cumulative total of 12 semester hours of courses in any subject(s) at the university. Under no conditions will the student be permitted more than two successive semesters, including the summer semester, to complete the 12 semester hours of courses.

Students must attain a minimum 2.7 cumulative accounting grade point average to graduate with a Bachelor of Science in Accounting degree.

**LEVENTHAL SCHOOL OF ACCOUNTING  
GRADING AND ACADEMIC STANDARDS  
FOR UNDERGRADUATE STUDENTS  
*IN BUAD 280***

**OTHER ACADEMIC STANDARDS**

1. The ability of students to write clearly and concisely is a necessary prerequisite to success in accounting work. Accordingly, students will be required to demonstrate writing capability in all accounting courses. This may be accomplished primarily through the inclusion of essay-type questions on course examinations.
2. No unregistered students are permitted to attend accounting classes regularly.

**Important Dates for Summer 2017**

First Day of Class	Wednesday, May 17
Memorial Day, University Holiday	Monday, May 29
Last Day to Add	Tuesday, May 30
Last Day to Drop without a "W" and receive a refund	Tuesday, May 30
Last Day to change P/NP to letter grade or Withdraw without a "W"	Thursday, June 15
Independence Day, University Holiday	Monday, July 3-4
Last Day to Drop with a "W"	Tuesday, July 11
Last Class Meeting / Final Exam	Monday, July 24