



Administration and Management – Accounting

[LEARN MORE](#)**Duration**

2 years, 4 semesters, or 3 years,
6 semesters 1725 hours

**Schedule**

Full-time
Daytime

**Languages**

of Instruction
English, French

**Method**

of Instruction
On-campus, online

Become an accounting expert and boost your career in finance!

This program trains you to intervene at every stage of the accounting cycle: accounting systems, working capital management, financial analysis, internal control, budgeting, manufacturing costs, and taxes. You'll also develop your analytical and advisory skills for working with managers and clients.

Career Prospects

This profession is practiced across all sectors of economic activity and is constantly in demand.

Ranking 4th on Randstad's list of the 15 best jobs in Canada, the accounting field is constantly seeking new talent — so much so that candidates can use Canada's Express Entry system to immigrate.

Career Fields

Professionals in accounting techniques and management can work in various environments:

- Accounting service firms
- Retail or manufacturing: cost and pricing management and inventory management
- Consultant in financial project evaluation
- Business development and consulting firms
- Companies operating in all economic sectors

Diploma and Accreditation

This Attestation of College Studies (ACS) is approved by the ministère de l'Enseignement supérieur of Québec and is internationally recognized.

ACS programs are part of continuing education and destined primarily for adults seeking to add value to their skill set or reorient their career.

A student without a Certificate of eligibility (CEO) who begins an ACS program in English will be required to demonstrate sufficient knowledge of French, as defined by the regulations of the Ministère de la Langue française, in order to graduate.

Admissions Criteria

Exceptions to these admission criteria may be applied.

Every application is reviewed by the College.

To be eligible for acceptance into an ACS program, applicants are generally required to meet one of the following criteria:

- Have completed the course Mathematics Secondary IV CST or 436; and
- Have interrupted their full-time studies for at least two (2) consecutive semesters or one (1) full school year; or
- Have followed post-secondary studies for a period of at least one (1) year; or
- Have a Secondary School Diploma (DES) or a Diploma of Vocational Studies (DVS), and the program allows them to receive a technical training that is not available in a DCS program; or
- Have an equivalent education or an instruction deemed sufficient and meet the admission criteria set for college studies.

For this program, you'll
need to use your own
computer equipment.

[SEE REQUIREMENTS](#)



Administration and Management – Accounting



LEARN MORE

List of Courses

ACS programs are based on DCS program curricula, but do not have general education courses like French, English, or Philosophy.

Concentration Courses

- Career Planning (45 h)
- Organizational Communication (45 h)
- Data Management Tools (45 h)
- Research Methodologies and Consumer Psychology (60 h)
- Accounting Law (45 h)
- Accounting and Digital Environment (60 h)
- Organizational Management (60 h)
- Marketing Foundations and Digital Basics (60 h)
- Corporate Accounting and Web Applications (60 h)
- Human Resources and Human Innovation (60 h)
- Digital Environment (45 h)
- Budget Planning and Control (60 h)
- Customer Service and customer retention (45 h)
- Français des affaires (60 h)
- Personal Taxation (60 h)
- Specialized Accounting 1 (60 h)
- Finance 1: Performance Indicators and Financing (45 h)
- Web Data Analysis and Analytics (60 h)
- Operations Management and Logistics (75 h)
- Cost Accounting (60 h)
- Audit and Internal Control (60 h)
- International Transactions (45 h)
- Specialized Accounting 2 (60 h)
- Monitoring Activities and Performance Measures (60 h)
- Visual Design of User Interface (UI) (60 h)
- Supplier Relationship Management and Procurement (60 h)
- Corporate Taxation (45 h)
- Finance 2: Financial Management Cases (60 h)
- Project Management (45 h)
- Workplace Internship: accounting (120 h)

* The College reserves the right to substitute some courses.