



Accounting Diploma

30 Cr (9 months)

I- Semester Plan

Semester 1	Course 1 Principles of Accounting	Course 2 Introduction to Finance	Course 3 Analytical Accounting and Accounting for Companies (Arabic)	
Semester 2	Course 1 Taxation & Public Finance (Arabic)	Course 2 Auditing & Quality assurance	Course 3 Financial Planning and Analysis	
Semester 3	Course 1 Cost Accounting, Budgeting, And Financial risk Management	Course 2 Intermediate Accounting	Course 3 Personal Financial Planning	Course 4 Government and Non-Profit Accounting



II- What can I work with this Diploma?

- Junior Accountant
- Senior Accountant
- Financial analyst
- Assistant Auditor
- Cost Accountant
- Data Analyst
- Accounting Manager
- Financial Advisor
- Grants Controller
- Tax Accountant
- Credit Analyst
- Teller

III- Where can I work with this Diploma?

- Accounting Firms
- Restaurants
- Hotels & Resorts
- Auditing Firms
- Educational Institutions
- Small Businesses
- Large Corporations
- NGOs
- Banks



IV- Course Description:

Semester 1	Course 1	Course 2	Course 3
	Principles of Accounting	Introduction to Finance	Analytical Accounting and Accounting for Companies (Arabic)

Course 1 Description (Principles of Accounting)

The course deals with principles of accounting and their practices within corporations in areas such as: recognizing and recording the accounting information in the areas of assets and liabilities, applying the needed adjustments as well as producing the financial statements of a firm. In addition, the course provides a basic understanding of the financial accounting information role in business and society. Moreover, the course deals with principles of accounting and their practices within partnerships and corporations in areas such as: Investments, capital stock transactions, short and long-term liabilities and cash flow statement.

Course 2 Description (Introduction to Finance)

The course will be divided into 2 parts: the 1st part covers the first set of principles of financial management, including: an overview of financial management; time value of money; financial statements, and ratio analysis; risk and return; bonds and their valuation; securities and their valuation (bonds, stocks, and financial options); the cost of capital; the basics of capital structure decisions; projects and their valuation (capital budgeting, cash flow estimation and risk analysis).

The 2nd part will introduce students to the basic terms in the areas of business calculus and financial mathematics and enable them to solve business math problems using equations. This course starts by making an introduction to the value of money, interest rates and financial contracts, in particular, what are fair prices for contracts and why no-one uses fair prices in real life. Then, there is a review of probability theory followed by an introduction to financial markets in discrete time. In discrete time, one will see how the ideas of fair pricing apply to price contracts commonly found in stock exchanges. The next block focuses on continuous time finance and contains an introduction to the basic ideas of stochastic calculus.



Course 3 Description (Analytical Accounting and Accounting for Companies)

This course explores how financial statement data and non-financial metrics can be linked to financial performance. Students will learn how data is used to assess what drives financial performance and to forecast future financial scenarios. While many accounting and financial organizations deliver data, accounting analytics deploys that data to deliver insight, and this course will explore the many areas in which accounting data provides insight into other business areas including consumer behavior predictions, corporate strategy, risk management, optimization, and more. This course help students make better business decisions about the emerging roles of accounting analytics, so that they can apply what they've learned to make their own business decisions and create strategy using financial data.

Semester 2	Course 1 Taxation & Public Finance (Arabic)	Course 2 Auditing & Quality assurance	Course 3 Financial Planning and Analysis
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Course 1 Description (Taxation & Public Finance)

This course is designed to introduce the students to the Lebanese Tax System which includes individual income tax, corporate income tax, value added tax and other related subjects. Also students will apply tax laws and work on real tax statements from the department of the Ministry of Finance. Moreover, this course provides students with the definition of public finance. It introduces the basic principles and rules that govern government intervention in the economy to achieve society goals. The student is then subjected to externalities and affiances, public goods and its characteristics, economics of public expenditure, and then emphasizes the concepts, cycle, types and classification of government budget.

Course 2 Description (Auditing & Quality assurance)

The course is designed to introduce the students to auditing and integrate the most important concepts of auditing as well as certain practical aspects in a logical manner to assist student in understanding audit decision making and evidence accumulation. It aims to convey sufficient knowledge for of the public accounting profession with special attention to auditing standards, professional ethics, the legal liability inherent in the attest function, the study and evaluation of internal control, the nature of evidence, the growing use of statistical sampling, and the basic approach to planning an audit.



Course 3 Description (Financial Planning and Analysis)

This course will introduce students to learn how to forecast the income statement, balance sheet, and cash flow statement, as well as creating schedules for accounts receivables, accounts payables, inventory, capital assets, debt and interest, by using financial ratios. Moreover students will learn how to calculate the right business offering price, and learning the cost-volume-profit analysis with the operating and financial leverage.

Semester 3	Course 1 Cost Accounting, Budgeting, And Finance for Organizations	Course 2 Intermediate Accounting	Course 3 Personal Financial Planning	Course 4 Government and Non- Profit Accounting
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Course 1 Description (Cost Accounting, Budgeting, and Finance for Organizations)

This course provides a theoretical and practical knowledge of cost accounting systems and procedures. Emphasis is placed on cost terminology, costing systems, cost-volume-profit analysis, activity-based costing and accounting for quality costs. Moreover, this course familiarizes students with the core tasks needed for effective financial planning and explains the budgeting process in diverse organizations. Organization, techniques, and politics of administrative planning, budget preparation and legislative appropriations, and control systems in public administration

Course 2 Description (Intermediate Accounting)

This course provides an in-depth study of the process of preparing and presenting financial information about an entity for outside users. Topics vary but typically include: standard setting; the accounting cycle including data accumulation; adjustments and preparation of financial statements; and valuation. There is a focus on: the recognition, measurement, and disclosure of revenue; inventory and cost of sales; and plant assets.

Course 3 Description (Personal Financial Planning)

This course will provide the student with an introduction to the various concepts associated with personal finance. Broad coverage of personal financial decisions, including basic financial planning, tax issues, managing savings and other liquid accounts, buying a house, the use of credit, insurance, managing investments and saving for retirement.



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Course 4 Description (Government and Non-Profit Accounting)

This course addresses the specialized accounting principles which apply to government and nonprofit accounting and places an emphasis on fund accounting cycle used in the recording of assets and liabilities, and revenues and expenditures. Furthermore, the course addresses proper accounting procedures to account for capital project funds and debt service funds. Eventually, the course also covers the preparation, analysis, reporting and interpretation of financial statements of such governmental and nonprofit entities.

V- Contact

Ms. Dima Itani

Head of Administration and Registration

MUC University Lebanon

Tel: +961-1-555896 Ext: 109

Ms. Eva El Haj

Admission officer

Tel: +961-1-555896 Ext: 105

Website: www.muc.edu.lb