**Professor:** Dennis Elam PhD CPA

**Office:** CAB 427 B

**Office Hours:**

We are on line this semester. I am available via Webex for any discussion regarding this or other classes. E mail me and let’s have an agreed up on time and date for a one on one webex meeting.

ACCT 3328 600 12667

**Office Phone:** 210 784 2322

**E-Mail Address:** delam@tamusa.edu

**MAJOR COURSE DESCPRITION AND REQUIREMENTS**

**Course Number and name:** Accounting 3328 Internship

This class meets off campus. The ‘class’ occurs at the employer’s workplace.

**Class Time and Location:**

N/A

Acct

**Final Exam Schedule:** A final report rather than an exam is required for this class.
Catalog Description

ACCT 3328. Internship in Accounting. 3(3-0) An off-campus learning experience allowing the application of accounting skills in an actual work setting. Will count towards the hours required for the CPA exam only if the internship requirements set by the State Board of Public Accountancy are met. Prerequisites: Admitted into the College of Business.

ACCT 5350. Internship in Accounting. 3(3-0) An off-campus learning experience allowing the application of accounting skills in an actual work setting. This course will count towards the hours required for the CPA exam only if the internship requirements set by the State Board of Public Accountancy are met. Prerequisites: approval of a faculty coordinator, department chair, and College of Business Dean.

Rules for Accounting Internships are prescribed by the Texas State Board of Public Accountancy. The rules are the same for all universities.

In a nutshell, students serve an internship to perform agreed upon tasks for an employer. The employer acts as a mentor. The student performs a specific function, not just being the office gopher for example. These experiences are recounted in a weekly report to the Professor assigned to the class. These weekly reports become the basis for a semester end report by the student. In addition the employer files an end of semester report on the student. The reports should be e mailed to the Professor at the end of each week of the internship. E mail address is the same as above, delam@tamusa.edu.

Student will report their weekly activities on the Blackboard Site in the Blog Section assigned to them. A final report will recount the activities performed and skills learned. The employer submits an accompanying final report.