THE UNIVERSITY OF TEXAS RIO GRANDE VALLEY  
Robert C. Vackar College of Business and Entrepreneurship  
School of Accountancy  
Syllabus for Gov and Not-for-Profit Acc  
ACCT 3325.90R  
Spring 2020

Instructor Contact Information
Linda G. Acevedo, MACC  
BUSA 120H  
(956) 665-2089  
(956) 648-3459 cell  
linda.acevedo@utrgv.edu

Office Hours
TR 9:00 AM – 9:30 AM  
TR 12:15 PM – 2:00 PM  
W 1:30 PM – 5:00 PM  
Other times by appointment

Course Description
The course emphasizes accountability and financial reporting to citizens and other constituents. Focus on control of public resource flows in governmental and not-for-profit organizations in the absence of ownership and profit motive.

Facilitator Availability
Do not hesitate to send me an email if we need to talk so we can agree on a convenient time for a phone call, IM session, Zoom session or a meeting. For the most part, the instructor will respond to emails within 24 hours for Monday through Thursdays, and within 48 hours for Fridays through Sundays.

Prerequisite
ACCT 2301 with a grade of “C” or better and Junior standing.

Textbook and Other Required Resources:

  NOTE: You can purchase the new loose-leaf print (MBC code included) directly from Cambridge Business Publishers for $163 or the ebook for $120 (MBC included).
- [https://mybusinesscourse.com/?code=1007-6701-1892](https://mybusinesscourse.com/?code=1007-6701-1892)

A Hybrid course, as defined by the Texas Higher Education Coordinating Board (THECB), is a “course in which a majority (more than 50 percent but less than 85 percent), of the planned instruction occurs when the students and instructor(s) are not in the same place.”

This is a hybrid course housed on UTRGV’s BlackBoard Learn platform. The instruction will be done online and the tests will be administered face-to-face. You must have access to the MyBusinessCourse resources in order to view content related video lectures, complete and submit homework assignments and quizzes.

Students are required to have regular, reliable access to a computer with a stable broadband Internet connection. Any system older than 4 years may not have the processing power to work with our current version of Blackboard and its components.
System Requirements

<table>
<thead>
<tr>
<th>Description</th>
<th>Minimum</th>
<th>Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating System</td>
<td>Windows 7, 8, 10 macOS 10.8, 10.9, 10.10</td>
<td>Windows 7, 8, 10 macOS 10.8, 10.9, 10.10</td>
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<tr>
<td>Processor</td>
<td>1 GHz processor</td>
<td>2 GHz or faster processor</td>
</tr>
<tr>
<td>Memory</td>
<td>512 MB of RAM</td>
<td>2 GB of RAM or higher</td>
</tr>
<tr>
<td>Monitor Resolution</td>
<td>1024 x 768</td>
<td>1024 x 768 or higher</td>
</tr>
<tr>
<td>Free Hard Disk Space</td>
<td>5 GB of free disk space</td>
<td>20 GB or higher of free space</td>
</tr>
<tr>
<td>Internet Connection</td>
<td>Broadband (high-speed) Internet connection</td>
<td>Broadband (high-speed) Internet connection</td>
</tr>
<tr>
<td></td>
<td>with a consistent minimum speed of 1.5 Mbps.</td>
<td>with a speed of 4 Mbps or higher</td>
</tr>
<tr>
<td>Internet Browser**</td>
<td>Respondus Lockdown Browser, Chrome 63+,</td>
<td>Respondus Lockdown Browser and Chrome</td>
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<tr>
<td></td>
<td>Edge 42+, Firefox 57+, and Safari 12+</td>
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<tr>
<td>Java</td>
<td>Java is required to use Blackboard. You can</td>
<td></td>
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<tr>
<td></td>
<td>download or update Java from the Java website.</td>
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<tr>
<td>Adobe Flash Player</td>
<td>Flash is required to play videos within the</td>
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<td>Blackboard system. You can download Flash</td>
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Robert C. Vackar College of Business and Entrepreneurship Learning Goals and Mission

The Robert C. Vackar College of Business Entrepreneurship has adopted the following learning goals and objectives that each student should achieve while in the degree program. Not all goals and objectives are covered in each course; however, all goals and objectives should be addressed throughout the degree program.

Our mission is to be the agent of innovation, knowledge discovery, and economic development in South Texas, Northern Mexico, and beyond, by offering a rigorous curriculum informed by experiential learning, high quality research, and community partnerships. Your mastery of these learning goals and objectives help us to achieve this mission.

BBA in Accounting Student Learning Objectives:
ACC LO1- Demonstrate knowledge of accounting functional area concepts and theories.
ACC LO2- Demonstrate knowledge of accountant's ethical responsibility.
ACC LO3- Demonstrate effective business decision-making skills

Learning Objectives:
After successfully completing this course, students should be able to:
- Explain the unique characteristics and reporting requirements of governmental and not-for-profit organizations.
- Demonstrate an understanding of similarities and differences between for-profit and not-for-profit organizations and governmental entities.
- Demonstrate an understanding of fund accounting, funds and general accounts groups.
- Demonstrate an understanding of government-wide financial statements.
- Demonstrate an understanding of governmental reporting within the Comprehensive Annual Financial Report (CAFR).
- Explain the basics of accounting and financial statements for non-governmental not-for-profit organizations.
- Explain the unique characteristics of accounting and financial reporting for health care organizations.

<table>
<thead>
<tr>
<th>Student Learning Outcomes</th>
<th>Program Student Learning Outcomes</th>
<th>Standards</th>
<th>Major Course Requirement/Major Assignment/Examination</th>
</tr>
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<tbody>
<tr>
<td>Explain the unique</td>
<td>ACC LO1</td>
<td>70 % of the students achieve a score of 70% or higher.</td>
<td>Exam</td>
</tr>
<tr>
<td>characteristics and</td>
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<td>reporting requirements of</td>
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<td>governmental and</td>
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<td>not-for-profit</td>
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<td>organizations.</td>
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<td>Demonstrate an understanding of similarities and differences between for-profit and not-for-profit organizations and governmental entities.</td>
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<td>70 % of the students achieve a score of 70% or higher.</td>
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<td>general accounts groups.</td>
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<td>Demonstrate an</td>
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<td>70 % of the students achieve a score of 70% or higher.</td>
<td>Exam</td>
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<td>government-wide</td>
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<td>financial statements.</td>
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<td>within the Comprehensive</td>
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<td>Annual Financial Report</td>
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<td>Explain the basics of</td>
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<td>profit organizations.</td>
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<td>health care organizations.</td>
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Blackboard Technical Support
If you need technical assistance at any time during the course or to report a problem with Blackboard you can:
  • Visit our COLTT Website: UTRGV.edu/Online
  • Submit a Ticket: UTRGV.edu/COLTTHelp

Brownsville Campus
One West University Boulevard
Brownsville, TX 78520
Office: Rusteberg (BRUST) 108
Phone: (956) 882-6792
Fax: (956) 882-6751

Edinburg Campus
1201 West University Dr
Edinburg, TX 78539
Office: Education Complex (EEDUC) 2.202
Phone: (956) 665-5327
Fax: (956) 665-5276

Hours of operation:
Monday - Friday
7:30 a.m. - 6:00 p.m.

Use of BlackBoard
This is a hybrid course housed on UTRGV’s BlackBoard Learn platform. You must have access to the MyBusinessCourse resources in order to complete and submit homework assignments, quizzes, view content related video lectures.

Public Correspondence: Use BlackBoard Discussion Board.
Personal Correspondence: Use UTRGV e-mail

***For urgent situations, you could contact me via my cellphone (956)648-3459.

The course is organized into modules of instruction, as outlined in the Course Schedule and Due Dates below. Each module is listed by its main topic and contains required readings, videos, discussion forum assignments, quizzes, and tests.

Note: Most materials used in conjunction with the course are subject to copyright protection.

Discussion Forums
You will find the following discussion forums in the course Blackboard site:
  • General Help: Post any questions or comments you may have about course mechanics or technical issues to this forum.
  • Forums related to collaborative and discussion assignments, as described in Learning Module sections

Forums versus Email
If you have a question about course content or mechanics, I encourage you to post it to the General Help discussion forums. Doing so gives students in the course an opportunity to help one another and allows everyone to benefit from answers to your questions. Of course, don’t hesitate to email me directly if your concern is of a personal nature.

My role in discussion forums is that of a facilitator. I will occasionally correct misconceptions and/or redirect conversations that need redirecting. I may also post comments following the completion of discussion indicating my general impressions of the comments and conclusions.
Exams/Assignments/Grading Policy
There will be three online tests and a final. Your final grade will be made up of the following:

Exam 1: 15%
Exam 2: 15%
Exam 3: 15%
Final Exam: 25%
Discussion Questions: 10%
Quizzes: 10%
Homework 10%

Grade Grid
90-100 = A  80-89 = B  70-79 = C  60-69 = D  below 60 = F

Course Exams
Course Exams will be administered face-to-face as indicated on the schedule. The exam is going to be proctored in Edinburg and in Brownsville. The location will be announced at a later time. Any special accommodations need prior approval from your instructor.

Class Participation
Online courses require your active participation. Here are some tips for success:

- In discussion forums, you learn from one another by posing questions, justifying your comments, and providing multiple perspectives. When you prepare for discussions through thoughtful reflection, you contribute to your own successful learning experience as well as to the experience of your peers.
- Log in to the course frequently (at least once a day) and check the announcements. This will keep you apprised of any course updates, progress in discussions, assignment information, and messages requiring immediate attention.
- Be aware of and keep up with the Course Schedule in the Syllabus.
- I will be using a Blackboard tracking tool to monitor your participation in the course.

Build Rapport
If you find that you have any trouble keeping up with assignments or other aspects of the course, make sure you let me know as early as possible. As you will find, building rapport and effective relationships are key to becoming an effective professional. Make sure that you are proactive in informing me when difficulties arise during the semester so that we can help you find a solution.

Complete Assignments
All assignments for this course will be submitted electronically through MyBusinessCourse and Blackboard unless otherwise instructed. Assignments and discussions must be submitted by the given deadline or special permission must be requested from instructor before the due date. Extensions will not be given beyond the next assignment except under extreme circumstances.

Communication Skills
All students must have adequate writing skills to communicate content in a professional and concise manner. Students must be proficient in their written presentations including strategies for developing ideas, citing scholarly references, writing style, wording, phrasing, and using language conventions. Students must follow APA guidelines, use non-racist and non-sexist language, and include sufficient references to support their thesis and ideas in the paper.
Netiquette

Netiquette describes the code of conduct for an online environment. It ensures respect for others and prevents misunderstandings or unintentional offenses to others. The netiquette described here is amended to ensure your success in this course.

- When you are typing or submitting a response, do not use all capital letters (caps). Caps is equal to SHOUTING YOUR MESSAGE.
- Although it is customary to use acronyms (ex. ROFL - rolling on floor laughing, BTW - by the way, or FYI - for your information) when chatting online, try to avoid using these. There may be those in this course who are not as experienced as you and may miss out on understanding.
- Although you are encouraged to participate and ask questions, it is asked that you do not spam other users (SPAM refers to unwanted or excessive email). Before sending mass emails, consider using the discussion board to post general inquiries or requesting assistance from your instructor.

Time Commitment

Online courses are typically just as time intensive, and may be more rigorous than traditional courses. Many students claim that online courses require more time and commitment. As you begin this course, you would be wise to schedule 20 or more hours per week for studying materials and completing assignments.

Falling behind in this course is particularly problematic because the concepts we cover are cumulative. This means that not becoming proficient with information and objectives presented and assessed in a particular module can lead to low scores for that module as well as in subsequent chapters.

Late Work Policy

Be sure to pay close attention to deadlines—there will be no make-up assignments or quizzes, or late work accepted without a serious and compelling reason and instructor approval.
UTRGV Policy Statements

STUDENTS WITH DISABILITIES:
Students with a documented disability (physical, psychological, learning, or other disability which affects academic performance) who would like to receive academic accommodations should contact Student Accessibility Services (SAS) for additional information. In order for accommodation requests to be considered for approval, the student is responsible for providing sufficient documentation of the disability to SAS and participating in an interactive discussion with SAS staff. Accommodations may be requested at any time but are not retroactive. Please contact SAS early in the semester/module for guidance. Students who experience a broken bone, severe injury, or undergo surgery may also be eligible for temporary accommodations.

Pregnancy, Pregnancy-related, and Parenting Accommodations
Title IX of the Education Amendments of 1972 prohibits sex discrimination, which includes discrimination based on pregnancy, marital status, or parental status. Students seeking accommodations related to pregnancy, pregnancy-related condition, or parenting (reasonably immediate postpartum period) are encouraged to contact Student Accessibility Services for additional information and to request accommodations.

Student Accessibility Services:
Brownsville Campus: Student Accessibility Services is located in 1.107 in the Music and Learning Center building (BMSLC) and can be contacted by phone at (956) 882-7374 or via email at ability@utrgv.edu.

Edinburg Campus: Student Accessibility Services is located in 108 University Center (EUCTR) and can be contacted by phone at (956) 665-7005 or via email at ability@utrgv.edu.

MANDATORY COURSE EVALUATION PERIOD:
Students are required to complete an ONLINE evaluation of this course, accessed through your UTRGV account (http://my.utrgv.edu); you will be contacted through email with further instructions. Students who complete their evaluations will have priority access to their grades. Online evaluations will be available on or about:

Module 1 February 19-25, 2020
Module 2 April 15-21, 2020
Full Spring Semester April 10-29, 2020

ATTENDANCE:
Students are expected to attend all scheduled classes and may be dropped from the course for excessive absences. UTRGV’s attendance policy excuses students from attending class if they are participating in officially sponsored university activities, such as athletics; for observance of religious holy days; or for military service. Students should contact the instructor in advance of the excused absence and arrange to make up missed work or examinations.

SCHOLASTIC DISHONESTY:
As members of a community dedicated to Honesty, Integrity and Respect, students are reminded that those who engage in scholastic dishonesty are subject to disciplinary penalties, including the possibility of failure in the course and expulsion from the University. Scholastic dishonesty includes but is not limited to: cheating, plagiarism (including self-plagiarism), and collusion; submission for credit of any work or materials that are attributable in whole or in part to another person; taking an examination for another person; any act designed to give unfair advantage to a student; or the attempt to commit such acts. Since scholastic dishonesty harms the individual, all students and the integrity of the University, policies on scholastic dishonesty will be strictly enforced (Board of Regents Rules and Regulations, STU 02-100, and UTRGV Academic Integrity Guidelines). All scholastic dishonesty incidents will be reported to Student Rights and Responsibilities.
COURSE SYLLABUS

SEXUAL MISCONDUCT and MANDATORY REPORTING:
In accordance with UT System regulations, your instructor is a “Responsible Employee” for reporting purposes under Title IX regulations and so must report to the Office of Institutional Equity & Diversity (oie@utrgv.edu) any instance, occurring during a student’s time in college, of sexual misconduct, which includes sexual assault, stalking, dating violence, domestic violence, and sexual harassment, about which she/he becomes aware during this course through writing, discussion, or personal disclosure. More information can be found at www.utrgv.edu/equity, including confidential resources available on campus. The faculty and staff of UTRGV actively strive to provide a learning, working, and living environment that promotes personal integrity, civility, and mutual respect that is free from sexual misconduct, discrimination, and all forms of violence. If students, faculty, or staff would like confidential assistance, or have questions, they can contact OVAVP (Office for Victim Advocacy & Violence Prevention) at (956) 665-8287, (956) 882-8282, or OVAVP@utrgv.edu.

COURSE DROPS:
According to UTRGV policy, students may drop any class without penalty earning a grade of DR until the official drop date. Following that date, students must be assigned a letter grade and can no longer drop the class. Students considering dropping the class should be aware of the “3-peat rule” and the “6-drop” rule so they can recognize how dropped classes may affect their academic success. The 6-drop rule refers to Texas law that dictates that undergraduate students may not drop more than six courses during their undergraduate career. Courses dropped at other Texas public higher education institutions will count toward the six-course drop limit. The 3-peat rule refers to additional fees charged to students who take the same class for the third time.

STUDENT SERVICES:
Students who demonstrate financial need have a variety of options when it comes to paying for college costs, such as scholarships, grants, loans and work-study. Students should visit the Students Services Center (U Central) for additional information. U Central is located in BMAIN 1.100 (Brownsville) or ESSBL 1.145 (Edinburg) or can be reached by email (ucentral@utrgv.edu) or telephone: (888) 882-4026. In addition to financial aid, U Central can assist students with registration and admissions.

Students seeking academic help in their studies can use university resources in addition to an instructor’s office hours. University Resources include the Advising Center, Career Center, Counseling Center, Learning Center, and Writing Center. The centers provide services such as tutoring, writing help, counseling services, critical thinking, study skills, degree planning, and student employment. In addition, services such as the Food Pantry are also provided. Locations are listed below.

<table>
<thead>
<tr>
<th>Center Name</th>
<th>Brownsville Campus</th>
<th>Edinburg Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advising Center</td>
<td>BMAIN 1.400</td>
<td>ESWKH 101</td>
</tr>
<tr>
<td><a href="mailto:AcademicAdvising@utrgv.edu">AcademicAdvising@utrgv.edu</a></td>
<td>(956) 665-7120</td>
<td>(956) 665-7120</td>
</tr>
<tr>
<td>Career Center</td>
<td>BCRTZ 129</td>
<td>ESSBL 2.101</td>
</tr>
<tr>
<td><a href="mailto:CareerCenter@utrgv.edu">CareerCenter@utrgv.edu</a></td>
<td>(956) 882-5627</td>
<td>(956) 665-2243</td>
</tr>
<tr>
<td>Counseling Center</td>
<td>BSTUN 2.10</td>
<td>EUCTR 109</td>
</tr>
<tr>
<td><a href="mailto:Counseling@utrgv.edu">Counseling@utrgv.edu</a></td>
<td>(956) 882-3897</td>
<td>(956) 665-2574</td>
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<td>Counseling and Related Services List</td>
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<tr>
<td>Food Pantry</td>
<td>BCAVL 101 &amp; 102</td>
<td>EUCTR 114</td>
</tr>
<tr>
<td><a href="mailto:FoodPantry@utrgv.edu">FoodPantry@utrgv.edu</a></td>
<td>(956) 882-7126</td>
<td>(956) 665-3663</td>
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<tr>
<td>Learning Center</td>
<td>BMSLC 2.118</td>
<td>ELCTR 100</td>
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<tr>
<td><a href="mailto:LearningCenter@utrgv.edu">LearningCenter@utrgv.edu</a></td>
<td>(956) 882-8208</td>
<td>(956) 665-2585</td>
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<td>Writing Center</td>
<td>BUBLB 3.206</td>
<td>ESTAC 3.119</td>
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<tr>
<td><a href="mailto:WC@utrgv.edu">WC@utrgv.edu</a></td>
<td>(956) 882-7065</td>
<td>(956) 665-2538</td>
</tr>
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</table>
**Calendar of Activities**
The UTRGV academic calendar can be found at [https://my.utrgv.edu/home](https://my.utrgv.edu/home) at the bottom of the screen, *prior to login.*

Some important dates for Spring 2020 include:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 13</td>
<td>First day of classes</td>
</tr>
<tr>
<td>January 16</td>
<td>Last day to add a course or register for Spring 2020</td>
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<tr>
<td>January 20</td>
<td>Martin Luther King Jr. Holiday – NO classes</td>
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<tr>
<td>March 9-14</td>
<td>Spring Break – NO classes</td>
</tr>
<tr>
<td>April 9</td>
<td>Last day to drop a course; will count toward the 6-drop rule</td>
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<tr>
<td>April 10-11</td>
<td>Easter Holiday – NO classes</td>
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<tr>
<td>April 30</td>
<td>Study Day – NO classes</td>
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<tr>
<td>May 1-7</td>
<td>Final Exams</td>
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<tr>
<td>May 7</td>
<td>Spring classes end; Official last day of the term</td>
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<td>May 8-9</td>
<td>Commencement Exercises</td>
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<td>27-APR-20</td>
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<td>17</td>
<td>4-MAY-20</td>
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Instructor-Led Course
Accounting for Governmental and Nonprofit Organizations (Course) (ACCT 3325 SPRING 2020)

ID: 1

Instructor
Linda Acevedo

Launch Course