



BOARD OF DIRECTORS

March 1, 2010

Chairperson

Brenda Hammond, CPA
Positive Results Management

Dear ACAP Applicant:

Founder

Ronald Leverett, CPA

We encourage you to apply to our program. The Accounting Career Awareness Program (ACAP) was designed to help you three ways:

Executive Director

Ida E. Yarbrough, CPA
Ida E. Yarbrough, CPA

- **To provide information on careers in accounting**
- **To encourage you to prepare for college now**
- **To be your friend through this process**

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ACAP offers a one-week summer residency program at Loyola Marymount University. For the calendar year 2010, the residency will be held from July 18 – 23, 2010. Field trips, lectures, and some fun will make this a most memorable week. Attached is a preliminary copy of the 2010 schedule.

After attending the one-week program, you are considered an ACAP alumnus. ACAP Alumni are invited to social events sponsored by members of our Board of Directors, and some are offered part-time employment. All ACAP students are encouraged to participate in our Alumni program and to develop a mentor relationship with one of the many persons they meet through our program.

What must you do?

1. Have a "C" grade average or better
2. Complete the enclosed application, which requires the approval of your parent and school counselor
3. Obtain a copy of your high school transcript
4. Deliver or mail your application to the address above or to your campus representative by May 31, 2010.

Good luck to you!

Yours very truly,

Ida E. Yarbrough

Ida E. Yarbrough
Executive Director

What is ACAP?

ACAP stands for Accounting Career Awareness Program. The primary objective of ACAP is to increase the understanding and awareness of accounting and business career opportunities among minority high school youths in the public and private school systems. ACAP is designed to increase the number of under-represented minorities pursuing careers in accounting and related business areas. Because a particularly small percentage of African Americans, Hispanics and Native Americans are currently pursuing these career paths, the program emphasizes recruiting students from these minority backgrounds. Through ACAP's efforts, participating students receive the educational enrichment experiences and practical help they need to prepare for university level programs. Students are selected based on a variety of factors including high school counselor recommendations, student applications and personal interviews.

Development of the ACAP idea began in Seattle in 1980, when the National Association of Black Accountants (NABA) became concerned about the small proportion of minorities entering the accounting field from under-represented groups. Recognizing that preparation for a business career should begin in the early years of high school, the Seattle Chapter designed a pilot program that would encourage minority-group students to take the college preparatory courses needed to major in accounting and other fields of business. With the assistance of many Seattle area businesses and public accounting firms, the pilot program was established. To ensure that the program's goals were achieved, ACAP formed a Board of Directors composed of business executives from the private and public sectors, university professors and NABA representatives.

ACAP was established in the Los Angeles area during the winter of 1990. Our Board of Directors is comprised of local business executives, representatives from major accounting firms, university professors and representatives from NABA. ACAP is nonprofit and tax-exempt through its NABA affiliates.

In addition to Seattle and Los Angeles, there are ACAP chapters in Austin, Chicago, Columbus, Dallas/Fort Worth, Detroit, Indianapolis, Louisville, Northern New Jersey, Philadelphia, San Francisco Bay Area, Tulsa and Washington D.C.



**A Summer Residency Program at
Loyola Marymount University**

July 18 - 23, 2010

APPLICATION

This application and a copy of the applicant's transcript must be received by May 31, 2010

PLEASE COMPLETE THE APPLICATION BY TYPING OR PRINTING USING BLUE OR BLACK INK.

Name _____
(Last) (First) (Middle Initial)

Address _____

City _____ State _____ Zip _____

Telephone _____ Current Grade _____ Sex: ()M ()F Current GPA _____

School _____ Counselor _____

Email _____ Mobile # _____

Ethnic background (you must check one only):

- African American Hispanic Pacific Islander
 Filipino Native American

Name and title of school official sending transcript:

Name _____ Title _____

Phone _____ Email _____

STUDENT'S EXTRACURRICULAR ACTIVITIES

Please list organizational memberships, school and community activities, and any awards or honors you have received.

(Student's Signature)

(Date)

(Parent's/Guardian's Signature)

(Date)

(OVER)



TEACHER/COUNSELOR RECOMMENDATIONS

Must be received by: **May 31, 2010**

Student's Name _____

Name of School _____

Please indicate why you feel the student will benefit from the Accounting Career Awareness Program.

Please provide any additional information you feel pertinent in describing the applicant.

(Signature)

(Date)

(Title)

(Email Address)

(Phone Number)

(Fax Number)

ACAP BOARD OF DIRECTORS AND OFFICERS

Chairperson

Brenda Hammond, CPA	President	Positive Results Management
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Executive Director

Ida E. Yarbrough, CPA	Sole Practitioner	Ida Yarbrough, CPA
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Founder

Ron Leverett

DIRECTORS

Marianne Carlton, CPA	Senior Audit Manager	KPMG LLP
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Ken Simms	Vice President	The Zamzow Group

ACAP SUMMER RESIDENCY PROGRAM

LOYOLA MARYMOUNT UNIVERSITY

July 18 – 23, 2010

Time	18 - Jul Sunday	19 - Jul Monday	20 - Jul Tuesday	21- Jul Wednesday	22 - Jul Thursday	23 - Jul Friday
7:00 a.m.		Breakfast (7:00 - 8:00)	Breakfast (7:00 - 8:00)	Breakfast (7:00 - 8:00)	Breakfast (7:00 - 8:00)	Breakfast (7:00 - 8:00)
8:00 a.m.		En Route (8:00 - 9:00)	Computer Lab Power Point (8:30 - 10:30)	College Entrance Skills (8:30 - 9:30)	Team /Case Work (8:30 - 12:00)	Pack/Check Out (8:30 - 9:30)
9:00 a.m.	Counselors Check-In (Orientation) (9:00 - 10:00)	Field Trip Fox Studios (9:00 - 11:00)		Accounting and Ethics (9:30 - 10:45)		Finalize Presentation (9:30 - 11:00)
10:00 a.m.	Registration - Students (10:00 - 12:00)		Financial Literacy Workshop (10:30 - 12:00)			
11:00 a.m.		Lunch @ Fox (11:00 - 11:30)		En Route (10:45 - 11:45)		
12:00 noon	Welcome/Introductions (12:00 - 1:00)	En Route (11:30 - 12:30)	Lunch (12:00 - 1:00)	Lunch @ E&Y (11:45 - 12:45)	Lunch (12:00 - 1:00)	Lunch (12:00 - 1:00)
1:00 p.m.	Ice Breaker Exercise (1:00 - 2:00)	Dean's Presentation (1:30 - 2:30)	Careers in Accounting (1:30 - 3:00)	Firm Tour Deloitte LLP (12:45 - 3:30)		
2:00 p.m.	Campus Life Presentation (2:00 - 3:00)	Introduction to Case (2:30 - 4:00)			Team/Case Work (2:00 - 5:00)	"Buy Out" Presentations (2:30 - 4:30)
3:00 p.m.	LMU Tour (3:00 - 4:00)		Computer Lab Case/Work (3:00 - 5:00)	En Route (3:45 - 4:15)		
4:00 p.m.	Computer Presentation Word/Excel (4:00 - 6:00)	Case Study (4:00 - 5:30)		Team /Case Work (4:30 - 5:30)		Debriefing (4:30 - 5:00)
5:00 p.m.	Dinner (6:00 - 7:00)	Dinner (5:30 - 6:30)	Dinner (5:30 - 6:00)	Dinner (5:30 - 6:30)	Dinner (5:00 - 6:00)	Check - out (5:00 - 6:00)
6:00 p.m.						Complete check - out Move to Roski Dining Hall
7:00 p.m.	Read the Case Study w/ Group (7:00 - 10:00)	Case Study Groups/Computer Lab (7:00 - 10:00)	Outing Los Angeles Dodgers vs. San Francisco (7:00 - 10:00)	Financial Aid Presentation (Parents Only) (7:00 - 10:00) ACAP's GOT TALENT (7:30 - 10:00)	Team/Case Work (7:00 - 10:00)	Parent/Student Banquet - Roski Dining Hall (6:00 - 8:00)