

TECHNICAL ACCOUNTING CERTIFICATE

Entry Time

Fall (recommended), Spring, Summer

Award

Technical Accounting Certificate

1 year (3 terms)

The Technical Accounting certificate provides students with the skills needed for employment in entry-level accounting clerk positions. The certificate is a great way to get back into the workforce, change career direction or enhance existing skills.

This certificate is eligible for state and federal financial aid.

Career Opportunities

- accounts payable clerk
- accounts receivable clerk
- payroll clerk
- tax preparer

Certificate Requirements

Course	Title	Credit Hours
Term 1		
ACC-152	Financial Accounting	4
CSC-116	Information Computing	3
	Term Totals:	7
Term 2		
ACC-156	Managerial Accounting	4
ACC-265	Income Tax Accounting ¹	4
	Term Totals:	8
Term 3		
ACC-313	Accounting Applications ²	4
BCA-213 or ACC-362	Intermediate Computer Business Applications ² or Accounting Spreadsheets	3
	Term Totals:	7
	Program Totals:	22

¹ Courses are offered only in the fall semester.

² Courses are offered only in the spring semester.

Graduation Requirements

In order to graduate from the Accounting program, students must have a cumulative GPA of 2.0 or higher in all accounting courses as well as a cumulative program GPA of 2.0 or higher.