

Accounting Technology

Budgets, books, statistics, spreadsheets. Would you be comfortable with any of these terms in your job description? Your career opportunities and potential for advancement in the accounting field multiply greatly with the attainment of this degree. The program prepares you for accounting-related positions in industry, federal, state and local government, and public accounting. Upon completion, you will have a thorough understanding of accounting principles and theory and the ability to apply this knowledge to problem situations.

There are four options within this program:

- **Accounting Technology** A.S. Degree
- **Accounting Technology Management** Technical Certificate
- **Accounting Technology Operations** Technical Certificate
- **Accounting Technology Specialist** Technical Certificate

Students may choose to pursue an A.S. degree and earn technical certificates while completing the requirements for the degree, or pursue one or more certificate programs to develop or upgrade their skills in a particular field. Contact an advisor or counselor to determine the career education path that is best for you.

Accounting Technology Operations (6223)

Technical Certificate

This Accounting Technology Operations certificate provides you with a foundation in basic accounting principles, procedures, and theories of organizing, analyzing and recording business and financial transactions, and the preparation of accompanying financial records and reports. You'll be prepared for employment in positions such as bookkeeper, tax preparer and accounting technician. This program can also serve as supplemental training if you're currently in a management position.

Articulations

This certificate articulates directly into the **A.S. Accounting Technology degree**.

Cost

Estimated cost of tuition is \$1,196 (tuition rated for Florida residents, as of 7/07). Contact program manager for additional costs (textbooks, materials, fees).

Need More Information? Contact:

Sandra Beck, Downtown Campus, 904.633.8380

Sheri Litt, Kent Campus, 904.381.3704

Janice Hall, North Campus, 904.766.6705

Phil Petersen, South Campus, 904.646.2096

Curriculum

Course Number and Title	Credits
Professional Courses	
GEB 1011 Introduction to Business	3
ACG 2021 Financial Accounting	4
ENC 1101 English Composition I	3
APA 2501 Payroll Accounting	2
or CGS 1100 Microcomputer Applications for Business and Economics (3 cr.)	
CGS 2512 Spreadsheet Concepts and Practices	3
TAX 2000 Individual Taxes	3
Credit Hours	18
Total Credit Hours	18

Please see the technical certificate **Graduation Requirements**.

©2008 Florida Community College at Jacksonville. To request information, contact the Learner Support Center at info@fccj.edu or 904.646.2300.

Revised February 26, 2008