

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 Management (6224)

Technical Certificate

This Accounting Technology Management certificate provides you with a broad base of 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 auditing clerk, bookkeeper, tax preparer, accounting technician and accounting assistant. 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 \$1,793 (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

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Janice Hall, North Campus, 904.766.6705

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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
ACG 2450 Computerized General Ledger Accounting	3
ACG 2071 Managerial Accounting	3

OST 1581	Professional Development in the Work Environment	3
	Credit Hours	27
	Total Credit Hours	27

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

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