

Accounting Technology Operations Technical Certificate Program Code 6323

Program Description: The Accounting Technology Operations Technical Certificate is part of the existing Associate of Science Degree in Accounting Technology. The purpose of this program is to prepare students for positions such as accounts receivable/payable coordinators, bookkeepers, and related paraprofessional accounting positions or to provide supplementary training for persons previously or currently employed in these occupations. This certificate can be taken as a stand-alone program or in conjunction with the AS degree in Accounting Technology.

Career Pathway: Business

Program Entrance Requirements: HS Diploma or GED.

Additional Program Information: N/A

Related Industry Certifications: Upon completing this program, graduates will be eligible to sit for the following industry certifications/licenses:

- QuickBooks Certified User

Location(s): All courses are offered at all BC locations. Please consult the course schedule for specific semester locations.

Contact information: Program contact information can be found at <http://www.broward.edu/academics/programs/accounting/Pages/default.aspx>.

Related Programs at Broward College:

Accounting Technology Associate of Science (2100)

Accounting Technology Management Technical Certificate (62140)

Accounting Technology Specialist Technical Certificate (6324)

Required Courses

CGS1060C	Computer and Internet Literacy	3
SPC1608	Public Speaking or	
SPC1024	Introduction to Speech Communications	3
ACG2001	Principles of Accounting I	3
ACG2011	Principles of Accounting II	3
ACG2071	Managerial Accounting	3
ACG2450C	Computerized Accounting Applications	3

Total Program Credit Hours **18**

Notes:

- Many courses have specific pre-requisite and co-requisite requirements that must be followed. Students are encouraged to consult the Course Information Table for a detailed list of all requisite requirements.

Students are strongly encouraged to meet with an advisor to create an educational plan.