

# Accounting

Certificate of Proficiency Technical Certificate A.A.S. **Courses include but are not limited to:**

- Principles of Accounting I and II
- Payroll Accounting
- Tax Accounting
- Computerized Accounting
- Electronic Calculators
- Electronic Spreadsheet
- Professional Development
- Business Law

**Description:**

The Associate of Applied Science degree with an Accounting emphasis prepares students for entry-level accounting or bookkeeping positions.

Computer software applications currently taught are Windows XP, Microsoft Office 2003 (includes Word, Excel, Access, and PowerPoint), Peachtree and QuickBooks Accounting software, and ProSystems fx tax preparation software.

**After UACCM****Graduates are employed as:**

- Accounting assistants
- Payroll clerks
- Bank employees
- Accounts receivable clerks
- Accounts payable clerks

**Arkansas - Local Area Wages:**Entry-level Annual Wage: . . . . **\$17,980**Median Annual Wage: . . . . . **\$22,290****Examples of potential employers:**

CPA or accounting offices, Green Bay Packaging, Arkansas Kraft Division, American Management, Sound-Craft Systems, Inc., and various insurance companies, banks, and government offices.