



QuickBooks Certificate (ACT) C141

REQUIREMENTS		
ACC 1202	QuickBooks I	2
ACC 1203	QuickBooks II	2
ACC 2101	Financial Accounting	4
ACC 2102	Managerial Accounting	4
ACC 2141	Federal Tax Accounting	3
DAP 1201	Business Computer Systems	3
		<hr/> 18
Total Hours		18

Professional Bookkeeper (ACT) C142

FIRST SEMESTER		
ACC 1202	QuickBooks I	2
ACC 1203	QuickBooks II	2
ACC 1204	Bookkeeper Prep Professional	3
ACC 2101	Financial Accounting	4
		<hr/> 11
SECOND SEMESTER		
ACC 2102	Managerial Accounting	4
ACC 2141	Federal Tax Accounting	3
DAP 1201	Business Computer Systems	3
		<hr/> 10
Total Hours		21

For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit our website at www.iecc.edu/consumer/.

Financial Assistance

OCC offers a comprehensive financial aid program, which includes scholarships, grants, Perkins and Stafford loans and college work study. Generally those who obtain assistance receive a combination of aid from these various programs. In order to be considered for any of these available financial aid programs, all students must complete the Free Application for Federal and State Student Aid.

Contact Information

If you would like to learn more about the program, contact instructors Kristi Urfer or John Kendall at 618-395-7777, or e-mail kendallj@iecc.edu or urferk@iecc.edu.



Olney Central College Accounting



OLNEY CENTRAL COLLEGE

www.iecc.edu/occ

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Accounting

Illinois Eastern Community Colleges

Olney Central College

Olney, IL



Accounting (ACT) D140

Accounting is one of today's hottest college majors and OCC's Accounting program is designed to prepare accountants and related personnel to meet the needs of area and national businesses. Local businesses, industries and governmental units require accountants, and jobs are available in those fields. With more accounting records being required, the job market appears bright.

This two-year associate's degree offers students the ability to enter the workforce immediately after graduation, or with a few additional courses, transfer to a four-year university. OCC's Associate of Applied Science Degree in Accounting can be completed online.

Students can continue their studies and complete a Bachelor's of Business Administration Degree through OCC's 2+2 Program with McKendree College with a

few additional courses. Students take two courses during each eight-week session, attending classes one evening per week at OCC and completing assignments online.

Students also can complete a bachelor's degree through OCC's partnership with Franklin University. Students complete 84 hours of their bachelor's coursework at OCC and the remainder of their classes online through Franklin University.

QuickBooks Certificate (ACT) C141

The QuickBooks certificate will prepare individuals for high-demand accounting jobs using the QuickBooks software. This certificate will also prepare many small business owners or prospective small business owners to set up accounting/bookkeeping records through the software package and related coursework.

Professional Bookkeeper (ACT) C142

The Professional Bookkeeper certificate will prepare individuals for high-demand accounting and bookkeeping jobs. Today's professional bookkeeper is part accountant, part tax whiz, part financial analyst. Certified bookkeepers and those with several years of accounting and bookkeeping experience will have the best job prospects. This specialized certificate and certification will also prepare individuals for entrepreneurial companies and jobs.

AAS Degree

Accounting (ACT)		D140
FIRST SEMESTER		
ACC 2101	Financial Accounting	4
BMG 1202	Business Math	4
	or	
	College Level Math	
BUS 1101	Introduction to Business	3
DAP 1201	Business Computer Systems	3
ECN 2101	Principles of Macroeconomics	<u>3</u>
		17
SECOND SEMESTER		
ACC 2102	Managerial Accounting	4
BMG 2103	Business Statistics	3
ECN 2102	Principles of Microeconomics	3
ENG 1111	Composition I	3
PSY 1101	General Psychology I	<u>3</u>
		16
THIRD SEMESTER		
ACC 1202	QuickBooks I	2
ACC 2121	Cost Accounting	3
ACC 2241	Federal Tax Accounting	3
BUS 2101	Business Law I	3
BUS 2105	Business Finance	<u>3</u>
		14
FOURTH SEMESTER		
ACC 1203	QuickBooks II	2
ACC 1204	Certified Professional Bookkeeper	3
	or	
	Elective	
ACC 2298	Internship	2
BMG 2204	Human Resource Management	3
BUS 2102	Business Law II	3
SPE 1101	Fundamentals of Effective Speaking	<u>3</u>
		16
	Total Hours	63