

Accounting Technician

Why should I major as an Accounting Technician?

Iowa Western's Accounting Technician program places graduates in entry-level accounting technician jobs. Accounting technicians serve as an organization's financial recordkeepers. They also can specialize in accounts payable and accounts receivable. It offers opportunities for individuals seeking to develop accounting skills or those who need additional skills to move-up from their current positions.



What type of degree will I earn at Iowa Western if I enroll in this program?

After completing our one-year program, you will earn a diploma. Another option includes following our two-year Para-Accounting program that will earn you an Associate of Applied Science (AAS) degree upon graduation.

If I major in the Accounting Technician program, can I transfer to a four-year college or university?

Iowa Western's accounting programs are designed to put you into the work force in two years or less. If obtaining an advanced degree is your goal, it is recommended that you major in our university transfer program, where you will earn an AA degree. You can then transfer these credits toward a bachelor's degree, which you would earn from another institution.

What is the job outlook for Accounting Technician graduates and what type of jobs will I be qualified for?

Graduates in the one-year Accounting Technician program often locate employment in smaller businesses where they work as a receptionist dealing with payroll, as well as some accounts receivable and payable. As an accounting technician you can expect to earn approximately \$18,000 beginning annual salary.

Program of Study

The Accounting Technician program of study prepares students for a career in accounting as a general ledger, accounts payable, accounts receivable or payroll clerk. The program is built on a solid base of accounting theory and includes specialized courses in computer operations. Graduates of this program are awarded a diploma.

* Students must complete the curriculum described below:

RECOMMENDED COURSE SEQUENCE

First Semester		Cr.
ACC 121	Principles of Accounting I	3
CSC 110	Introduction to Computers	3
BUS 102	Introduction to Business	3
MAT 711	Business and Financial Mathematics	3
ENG 105	Composition I	3
BUS 105	Accounting and Business Professional Development	1
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Second Semester		Cr.
ACC 122	Principles of Accounting II	3
ACC 161	Payroll Accounting	3
ACC 311	Computer Accounting	3
FIN 121	Personal Finance	3
SPC 122	Interpersonal Communication <u>OR</u>	3
SPC 112	Public Speaking	
BCA 149	*Spreadsheets II	1
		16

(Work experience is available through the Accounting Internship and is recommended, but not required, at the completion of the second semester.)

* or BCA 142 Spreadsheets or BCA 152 Comprehensive Spreadsheets

Summer Term		Cr.
MGT 195	Workplace Empowerment	3
		3

35 semester hours required

**For More Information,
contact the Admissions Office:
712.325.3277 or 800.432.5852, ext. 3277
or the Program Chair at 712.325.3315
www.iwcc.edu**