

Accounting Tips

Computer Literacy

To be successful in this program, you must possess basic computer skills before entry (basic computer operations and basic keyboarding skills – must type at least 20 words per minute.)

On-line and Flexible Learning

Students may be able to earn many of the required credits by taking courses online. Other course delivery formats may be available also.

Transfer Credit

To see what courses transfer to a public postsecondary institution in Wisconsin, go to the Transfer Information System at www.uwsa.edu/tis.

- Click on Credit Transfer Wizard
- Click on Course Wizard

You must contact the college you wish to attend to find out exactly what they expect and when you should seek admission. The Transfer Information System does not include private colleges or out-of-state institutions.

Continuing to a 4-year College/University

Chippewa Valley Technical College currently has articulation agreements with the following schools:

- UW-Stout's Business Administration program and Marketing Education program
- Lakeland College's Accounting program
- UW-River Falls' Accounting program
- UW-Platteville's Business Administration program

Available Certificates

Small Business Accounting (TC-101-1)

Requirements: *(Complete all credits listed below:)*

| | <u>Credits</u> |
|---|----------------|
| 101-106 Accounting Spreadsheets and Calculations* | 2 |
| 101-111 Accounting I | 4 |
| 101-121 Payroll Accounting* | 2 |
| 101-150 Accounting Software Applications* | 3 |
| 103-102 Microsoft Office Suite | 2 |

*Prerequisite(s) required

Financial Aid Consideration:

Some courses may not be eligible for financial aid. Courses must be part of a program to be eligible. A list of courses not eligible is located on www.cvtc.edu.

Accreditation in Accountancy

Accounting graduates are eligible to take the Accreditation in Accountancy exam. If students pass the exam, they have earned the designation of Accredited Business Accountant and may use the initials ABA after their name.