

ACCOUNTING

Qualified Federal Financial Aid Program

Program Description

- Our Accounting program is focused on preparing you for entry-level accounting and business positions
- You'll start learning essential skills including the fundamentals of accounting, payroll, customer services and more
- You'll earn your Quickbooks certification
- By completing the program, you'll be qualified for a wide range of job opportunities



COST
\$4,561 Approximate cost
Additional material and book fees may apply



LENGTH
9 MONTHS
Part-time program length



SALARY
\$46,660/yr
Mean salary *
\$ 22.43/hr

POTENTIAL CAREER PATHS

- BOOKKEEPER
- ACCOUNTING TECHNICIAN
- ACCOUNTS RECEIVABLE
- ACCOUNTS PAYABLE
- GENERAL LEDGER ACCOUNTING
- BILLING AND DATA ENTRY
- PAYROLL CLERK

*Based on 2021 data from the Colorado Department of Labor and Employment Office of Labor Market Information. Salary not guaranteed.

APPLY TODAY!

EMILYGRIFFITH.EDU/ADMISSIONS

OR

720.423.4700



**EMILY
GRIFFITH**
TECHNICAL COLLEGE

1860 Lincoln St. | Denver, CO 80203
720-423-4700
admissions@emilygriffith.edu

ACCOUNTING

QUALIFIED FEDERAL FINANCIAL AID PROGRAM

Course Title	Credits
Complete Spreadsheets: Excel	3
Fundamentals of Accounting	3
Fundamentals of Accounting Hands-on Lab	2
Computerized Accounting with a Professional Package	3
Payroll Accounting	3
Customer Service	3
Accounting Principles I	4
Introduction to Business	3
Capstone	3
Business Communication & Report Writing	3
TOTAL PROGRAM CREDITS	30

START YOUR APPLICATION TODAY!

Step 1: Complete the free online admissions application at EmilyGriffith.edu/apply.

Step 2: Apply for financial aid and scholarships. Learn more at EmilyGriffith.edu/Financial-Aid.

Step 3: Make sure you meet your program requirements. Find out how: EmilyGriffith.edu/Assessment.

Step 4: Get registered for class!

Non-Discrimination Policy

The College will provide a safe learning and working environment where all members of the school community are treated with dignity, decency, and respect regardless of race, color, sex, gender, sexual orientation, gender identity, transgender status, religion, national origin, immigration/citizenship status, ancestry, age, marital status, pregnancy status, veteran status, disability, or genetic information (collectively, "Protected Classes"). Accordingly, no otherwise qualified student, employee, applicant for employment, or member of the public shall be excluded from participation in, be denied the benefits of, or be subjected to unlawful discrimination or harassment under any District program or activity on the basis of Protected Class status.

Lack of English skills will not be a barrier to admission or participation. In order to eliminate barriers, we take appropriate measures to assess each student's ability to participate and benefit through placement testing and counseling. Based on the assessment and counseling, students are then provided with campus services or a referral to community services to be better prepared for successful participation.

Title IX Coordinator

Kristin Bailey
DPR Coordinator
Title IX Coordinator
reportdiscrimination@dpsk12.org
720.423.3517
Kristin.bailey@dpsk12.org
720.423.2355
1860 Lincoln Street
Denver, CO 80203

Civil Rights Coordinator

Tisha Lee
Vice President of Student Services
720.423.4859
Tisha.Lee@emilygriffith.edu
1860 Lincoln Street
Denver, CO 80203

Americans with Disabilities Act and Compliance

The Americans with Disabilities Act prohibits discrimination based on disability in admission to, access to and the operation of programs, services or activities at Emily Griffith Technical College. The college is committed to providing an environment where students have the opportunity to attain their educational goals. Emily Griffith provides both physical and programmatic access for all students. Reasonable accommodations will be made in instructional delivery and evaluation methods to ensure full educational opportunities for students. Appropriate documentation of a student's disability is required.

Questions, complaints and requests for additional information may be directed to Disability/Learning Services at 720-423-4702 or DSS@emilygriffith.edu. To learn more about how to request an accommodation and our special services, please refer to our website, www.emilygriffith.edu. Students may be eligible for Federal Student Aid.

Additional material and book fees may apply. Please see recruiter for exact costs.

INFORMATION SUBJECT TO CHANGE



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