

Accounting

Description

Competent, professional accountants are critical in the corporate world -- they manage the information that defines the financial health of a business. Tulsa Tech's Accounting program prepares you for success in modern accounting environments by focusing on basic accounting recordkeeping cycles, analyzing financial statements, payroll cycles, and the introductory skills for computerized accounting systems. Working in a state-of-the-art facility that simulates the office of the twenty-first century, you will also learn how to communicate effectively in the business world. You may choose employment in an entry-level accounting position, opt for additional training at Tulsa Tech, or apply credit toward an associate or bachelors degree.

- Experience a wide range of financial applications & strategies for sound bookkeeping
- Learn accounting essentials used in banks, financial service companies, governmental agencies, & small businesses
- Use the same hardware & software as business financial experts

College Credit

College credit may be available through TCC, RSU, or OSU-Institute of Technology. For more details call the college relations office at 918-828-5205. All college credit is awarded by the college/university.

Employment Opportunities

Tulsa Tech's Career Placement Services team builds partnerships with Tulsa area businesses & industry to create opportunities for work-based experiences and job placement. Job search assistance is provided before and after graduation. Services include with employment information, resume building, refining interview skills and life-time access to the Tulsa Tech Job Connect database. Call Career Placement Services at 918-828-5270 or visit www.tulsatech.edu/jobconnect / email jobconnect@tulsatech.edu.

2009-2010 year completion & placement data:

- Total Enrolled: 32
- Completion: 56%
- Completed on-time: 100%
- Job Placement: 83%
- Returning Students: 3%
- OPE ID: 005311 / CIP: 52.0302

Career Majors/Courses

Financial Clerk

Courses

Fundamentals of Technology
Fundamentals of Administrative Technologies
Accounting I
Accounting II
Career Major Capstone

Full Charge Bookkeeper

Courses

Fundamentals of Technology
Fundamentals of Administrative Technologies
Administrative Technologies II
Accounting I
Accounting II
Computerized Accounting
Payroll Accounting
Financial Accounting
Career Major Capstone

Credential/Industry Certifications

- American Institute of Professional Bookkeepers
- Quickbooks Certification
- Completion certificate

Application Process

Apply ON-LINE at www.tulsatech.edu/apply. Applications can also be obtained in the counseling offices on any of the campuses; at the Career Services Center located on the Memorial Complex; or by calling 918-828-5200.

Financial Aid

Financial assistance is available through several options at Tulsa Tech. For the most up-to-date information, call 918-828-5280 or visit www.tulsatech.edu. Some career majors are eligible for federal financial aid. To apply, go to: www.fafsa.ed.gov.

Campus Location

Peoria Campus

3850 North Peoria
Tulsa, OK 74106-1619
(918) 828-2000
FAX (918) 828-2009

Area Salary

For information concerning working conditions, physical requirements, employment and job outlook please refer to the Occupational Outlook Handbook (OOH), 2010-11 Edition at <http://www.bls.gov/oco/>.

Salary information can be found at The Occupational Information Network (O*NET) Resource Center at <http://www.onetonline.org/>. O*NET-SOC Code: 43-3031.00

Who Can Attend?

High school students / Adults

Tuition/Fees/Books

- Tuition: \$1,650 - \$1,800*
- Lab & Required Fees: \$160*
- Additional Required Costs: \$341 - \$410
- Optional Fees: \$161 - \$377

**High school students living in the Tulsa Tech school district are not charged tuition, fees & books.*

Additional required costs: books, equipment, tools, uniforms & supplies.

Scheduling Information

H.S. / 2 school years:

August - May

H.S. sessions:

7:45 - 10:45 A.M. / 11:50 - 2:50 P.M.

Adults / 9 months Adult sessions:

Day: 7:45 A.M. - 2:50 P.M.

Adults / 21 months Adult sessions:

1/2 Day: 7:45 - 10:45 A.M. / 11:50 - 2:50 P.M.

Check with Admissions Office at 918-828-5260 for start dates.