



## QUICKBOOKS CERTIFICATE

Do you enjoy working with numbers and want to be eligible for entry-level position in an accounting or bookkeeping related career? If so, the Quickbooks Certificate will help you develop the technical skills needed to get started, or prepare you for future advancement. Credits apply towards the Accounting Technology Degree.

### REQUIRED COURSES

IST 131	Computer Concepts and Apps	Credits: 3 (Lec: 3)
ACC 100	Accounting for Small Business	Credits: 3 (Lec: 3)
or		
ACC 101	Introductory Financial Accounting	Credits: 3 (Lec: 3)
ACC 239	Quickbooks	Credits: 3 (Lec: 3)

### JOBS RELATED TO THIS CERTIFICATE

Bill and Account Collectors, Bookkeeping, Accounting, and Auditing Clerks

### SALARY

The U.S. Department of Labor, Bureau of Labor Statistics for the Toledo area, reports annual salaries for positions such as those listed above range from \$28,130 - \$63,180.

### LOCATION

Toledo-Area Campus  
Online

**OWENS.EDU**

#### Office of Admissions

Toledo-area Campus - (567) 661-7777  
Findlay-area Campus - (567) 429-3509

#### School of Business, Hospitality Management and Public Safety

(567) 661-7280  
business@owens.edu



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