



INTRO TO ACCOUNTING

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Check website for location and schedule details.
Additional hours may be required.

Course Descriptions

101-111 Accounting I

This course prepares the learner to analyze, record, summarize, and interpret accounting information. This course focuses on business transactions, financial statements, merchandising business transactions, special journals, internal controls, receivables, and plant assets. The learner will prepare accounting transactions for a practice set, including month-end transactions and preparation of the financial statements.

102-121 Payroll Accounting

The learner will make the necessary payroll calculations and record keeping, including social security taxes, income tax withholdings, and other deductions. They will also maintain employee earnings records, record journal entries and generate payroll reports. A comprehensive payroll project is required.

101-149 Intro to QuickBooks

This is a computerized accounting course where the student is expected to have a basic understanding of the accounting fundamentals to be applied to the QuickBooks bookkeeping system. The learner will post transactions within the system including receipting for cash sales and sales on account as well as purchasing on account and with cash. The learner will also perform the bank reconciliations and financial statement preparation with the QuickBooks system.

GET STARTED!

To enroll in this dual credit opportunity or learn more, visit cvtc.edu/HSAcademies.
Or talk to your High School Counselor