Accounting Assistant

Curriculum Map

Program offered at Ashland, New Richmond, Rice Lake, and Superior

Check out this program at http://www.witc.edu/programs/progcerts.htm

School Year 2006-2007

Accounting Assistant

(One-Year)

Technical Diploma (31-101-1)

Glidden High School

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Financial Accounting I
Introduction to Microcomputers
Introduction to MS Office
Keyboarding
Business Math
Oral/Interpersonal Communication
Psychology of Human Relations

Financial Accounting II
Microcomputer Accounting
Payroll Systems and Accounting
MS Excel
Written Communication

Helpful High School Courses

Accounting
Consumer Math
Keyboarding
Basic Computer Skills
English/Basic Grammar

Courses reflected in red are approved for advanced standing with WITC.

Note: Course sequence may vary by campus.