

# Accounting

## CAREER PATHWAY ROADMAP



Get Started Today on the Pathway to Success!

**Contact:** NTC Admissions at 715.675.3331, Ext. 5860 or [admissions@ntc.edu](mailto:admissions@ntc.edu)

**Visit:** [www.ntc.edu/prospective-students](http://www.ntc.edu/prospective-students)

### First Steps

#### High School Options:

- Dual Enrollment
- Advanced Placement

#### Adult Options:

- Credit for Prior Learning
- High School Diploma
- Adult Basic Education
- Bridge Programming

### Accounting Assistant

#### Technical Diploma

**32 credits**

#### Potential Occupations:

- Accounting Assistant
- Office Assistant
- Bookkeeper
- Staff Accountant

### Accounting

#### Associate Degree

**67 credits**

#### Potential Occupations:

- Accountant
- Payroll Accountant
- Bookkeeper
- General Business Accountant

### Transfer Agreements

#### Bachelor's Degree\*

- Ashford University
- Bellevue University Online
- Capella University
- Franklin University
- Lakeland University
- Ottawa University
- Rasmussen College
- Siena Heights University
- Upper Iowa University - Wausau
- UW Green Bay
- UW Superior
- Viterbo University
- Western Governors University

\*For a list of Bachelor Degree programs by college visit: [www.ntc.edu/transfer/guides](http://www.ntc.edu/transfer/guides)

FOR MORE DETAILS ON THESE PROGRAMS VISIT: [www.ntc.edu/programs-courses](http://www.ntc.edu/programs-courses)

A career pathway is a series of connected education and training strategies and support services that enable individuals to secure stackable industry relevant credentials and obtain employment within an occupational area and advance to higher levels of future education and employment in that area.

|                    | Course Number                 | Course Title                           | Credit(s) | Dual Credit Courses | Accounting Assistant | Accounting |
|--------------------|-------------------------------|--|-----------|---------------------|----------------------|------------|
| First Semester     | 10-101-103                    | INTRODUCTION TO THE ACCOUNTING PROGRAM | 1         |                     | X                    | X          |
|                    | 10-101-111                    | ACCOUNTING 1                           | 4         | X                   | X                    | X          |
|                    | 10-101-135                    | PAYROLL ACCOUNTING                     | 3         |                     | X                    | X          |
|                    | 10-103-242                    | EXCEL 2016 LEVEL 1                     | 1         |                     | X                    | X          |
|                    | 10-103-243                    | WORD 2016 LEVEL 1                      | 1         |                     | X                    | X          |
|                    | 10-106-144                    | 10-KEY BY TOUCH                        | 1         |                     | X                    | X          |
|                    | 10-804-123                    | MATH WITH BUSINESS APPLICATIONS<br>OR  | 3         |                     | X                    | X          |
|                    | 10-804-107                    | COLLEGE MATHEMATICS                    |           |                     | X                    | X          |
|                    | 10-809-195                    | ECONOMICS<br>OR                        | 3         |                     | X                    | X          |
| 10-102-124         | INTRODUCTION TO BUSINESS      | 3                                      | X         | X                   | N/A                  |            |
| Second Semester    | 10-101-113                    | ACCOUNTING 2                           | 4         |                     | X                    | X          |
|                    | 10-101-125                    | COST ACCOUNTING                        | 3         |                     |                      | X          |
|                    | 10-101-136                    | ACCOUNTING SPREADSHEET APPLICATIONS    | 2         |                     | X                    | X          |
|                    | 10-101-180                    | QUICKBOOKS 1                           |           |                     | X                    | X          |
|                    | 10-101-181                    | QUICKBOOKS 2                           | 1         |                     | X                    | X          |
|                    | 10-101-182                    | QUICKBOOKS 3                           | 1         |                     | X                    | X          |
|                    | 10-102-160                    | BUSINESS LAW 1                         | 3         |                     |                      | X          |
|                    | 10-801-196                    | ORAL/INTERPERSONAL COMMUNICATION       | 3         | X                   | X                    | X          |
| Third Semester     | 10-101-115                    | ACCOUNTING 3                           | 4         |                     |                      | X          |
|                    | 10-101-121                    | INDIVIDUAL TAX ACCOUNTING              | 3         |                     |                      | X          |
|                    | 10-101-122                    | COST ANALYSIS                          |           |                     |                      | X          |
|                    | 10-801-195                    | WRITTEN COMMUNICATION<br>OR            | 3         | X                   | X                    | X          |
|                    | 10-801-136                    | ENGLISH COMPOSITION 1                  | 3         |                     | X                    | X          |
|                    | 10-804-189                    | INTRODUCTORY STATISTICS                | 3         |                     |                      | X          |
| Fourth Semester    | 10-101-110                    | ACCOUNTING INFORMATION SYSTEMS         | 3         |                     |                      | X          |
|                    | 10-101-120                    | ACCOUNTING 4                           | 4         |                     |                      | X          |
|                    | 10-102-127                    | MENTORED BUSINESS EXPERIENCE<br>OR     |           |                     |                      | X          |
|                    | 10-102-125                    | BUSINESS INTERNSHIP                    |           |                     |                      | X          |
|                    | 10-809-196                    | INTRO TO SOCIOLOGY                     | 3         | X                   |                      | X          |
|                    | 10-809-198                    | INTRO TO PSYCHOLOGY                    | 3         | X                   |                      | X          |
|                    | 10-103-224                    | POWERPOINT 2013 LEVEL 1                | 1         |                     |                      |            |
|                    | 10-103-223                    | ACCESS 2013 LEVEL 1                    | 1         |                     |                      |            |
| 10-809-166         | INTRO TO ETHICS: THEORY & APP | 3                                      |           |                     |                      |            |
| 10-809-198         | INTRO TO PSYCHOLOGY           | 3                                      |           |                     |                      |            |
| Total Credit Hours |                               |  |           |                     | 32                   | 67         |

## CREDIT FOR PRIOR LEARNING

### Save Time - Save Money

Earn credit for your previous learning and acquired skills through credit for prior learning, a process that allows NTC to grant you course credit for knowledge and skills gained through a variety of previous educational, work, volunteer, military, independent study, corporate training and life experiences that is equivalent to NTC coursework.

There are several courses in this pathway that have credit for prior learning opportunities.

For more information, contact Student Records at 715.675.3331, Ext. 1023 or email [studentrecords@ntc.edu](mailto:studentrecords@ntc.edu).

## DUAL ENROLLMENT

### Your Student Can Earn College

### Credit While Attending High School

We collaborate with area high schools to provide your student with numerous opportunities to earn college credit early. In fact, many students begin college at NTC with an entire semester of coursework already completed and industry-recognized certifications that give them a competitive edge when beginning college and entering the workforce.

To learn more contact your son or daughter's school counselor, or visit: [www.ntc.edu/dual-credit](http://www.ntc.edu/dual-credit)

## ADVANCED PLACEMENT

NTC accepts selected Advanced Placement (AP) exams with a score of 3 or higher for college credit. You can request official AP exam scores by going to [apscore.collegeboard.org/scores/](https://apscore.collegeboard.org/scores/) and use NTC School Code - 0735 to have scores mailed directly to NTC.

## TECHNICAL DIPLOMAS AND EMBEDDED TECHNICAL DIPLOMAS

Technical diplomas and embedded technical diplomas focus on hands-on learning of occupational skills and can take anywhere from one semester to two years to complete, depending on the particular program. Embedded technical diplomas fully ladder into associate degree and technical diploma programs.

## ASSOCIATE DEGREES

Associate degrees traditionally are two-year programs that combine technical skills with general studies such as math, science, communication and social sciences.

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