

**SHORT TERM. LET'S GET TO WORK.
HIGH DEMAND.**



REGISTER NOW

WORKFORCE CENTER OF EXCELLENCE


Bookkeeping Accounting Clerk

This program focuses on fundamental accounting concepts and their application to transaction analysis. Students learn to prepare and analyze financial statements for businesses and are able to define basic accounting terms; analyze, record, and report transactions; and prepare financial statements for businesses. Students receive an overview of Quickbooks and Texas Notary.

Schedule:
February 17th - May 20th
Monday - Wednesday
6pm-9pm

Time Commitment:
107 Contact Hrs
9 hrs/wk
3 months

Certification:
Intuit Certified
Bookkeeping Professional

Financial Aid:
Ready to Work 
TPEG
WIOA
Payment plans

In San Antonio-
New Braunfels TX ,
workers earn

\$42,790
average

Expected to grow
rapidly & projected to
have large numbers of
job openings.

High
demand

Highlights

- Program qualifies for grant funding
- (Hybrid) online and hands-on training
- Textbooks, e-book & online tools included
- Exam voucher included
- On-site Certification Testing

Workforce Center of Excellence
Phone: 210-485-0800
dst-wcoe@alamo.edu
<https://www.alamo.edu/wcoe>



VISIT



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