

Certificate in **APPLIED ACCOUNTING & TAXATION**

Build Real-World Accounting Skills for Career Success

Take the next step in your professional journey with the **Certificate in Applied Accounting and Taxation** (12 credit hours)— a focused, career-ready program designed to equip participants with the accounting and tax skills that employers value most.

In just four **targeted accelerated online synchronous/asynchronous courses** — **Principles of Accounting, Cost Accounting, Individual Taxation, and QuickBooks** — you'll gain the knowledge and hands-on experience needed to manage financial records, analyze costs, prepare tax returns, and use today's leading accounting software with confidence.

What You'll Learn

- **Accounting Basics:** Understand the accounting cycle, journal entries, ledgers, and financial statements.
- **Accounting Foundations:** Understand how businesses record, report, and interpret financial information.
- **Cost and Budget Analysis:** Learn how to track costs, support decision-making, and improve efficiency.
- **Tax Preparation Basics:** Gain practical skills to prepare individual and small business tax returns.
- **QuickBooks Proficiency:** Master computerized accounting tools used by professionals across industries.

Who Should Enroll

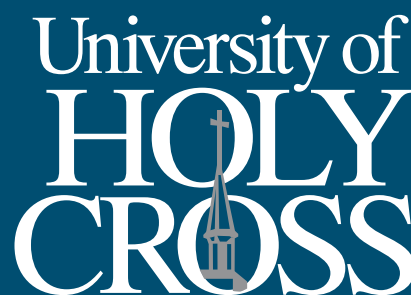
This program is perfect for:

- **Bookkeepers, accounting assistants, or tax preparers**
- **Small business owners** who wish to manage their own finances
- **Professionals** looking to strengthen their accounting and software skills
- **Participants** preparing to advance toward an accounting degree

Earn your **Certificate in Applied Accounting and Taxation** and open the door to exciting opportunities in business, finance, and entrepreneurship.

For more information, contact Dr. Lillian Grose at lgrose@uhcno.edu.

uhcno.edu/biz



DEPARTMENT OF
BUSINESS ADMINISTRATION