

# I-BEST Accounting Program



## Accounting Preparation and Bookkeeping Certificates

### I-BEST Provides:

- English and study skills support
- Academic skills class
- Two teachers in the classroom
- An I-BEST Navigator
- Education and career planning
- Tuition funding resources
- School and community resources

### Eligibility:

- ESL Level 5 or above, ABE Level 3 or above (CASAS Reading Score between 210–255)
- College and career goals

For more information, contact the I-BEST Navigator at Bellevue College:

425-564-2363

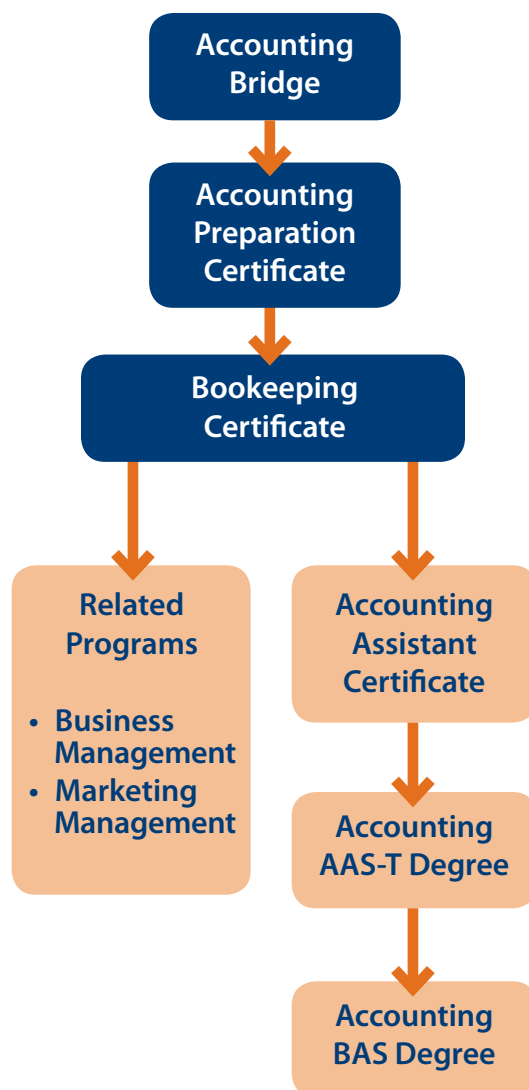
[ibest@bellevuecollege.edu](mailto:ibest@bellevuecollege.edu)



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## ACCOUNTING PATHWAYS

### EDUCATIONAL PATHWAYS



### EMPLOYMENT OPPORTUNITIES

- Data Entry Clerk
- Accounting Clerk Trainee
  
- Bookkeeper
- Accounting Clerk
  
- Payroll Specialist
- Accounts Payable or Receivable Specialist
- Tax Preparer
  
- Staff Accountant
- Accounting Assistant
  
- Accountant
- Auditor
- Budget Analyst
- Financial Analyst and Counselor
- Eligible to take CPA Exam



# I-BEST Accounting Classes

## COST 2017-2018:

**1 college credit = \$105.17**  
For Washington state residents

**Fees and books are an extra cost**

### Notes about paying:

- Students may be eligible for Financial Aid or Workforce Education grants that help pay for classes and books
- The Academic Skills class is free
- Payment plans are available

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**425-564-2363**  
**ibest@bellevuecollege.edu**



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### FALL

#### Accounting Bridge

BTS 101/104	Keyboarding I/Speed Building	2
BTS 161	Business Software Essentials	5
ABE 063/064	Academic Skills Class	4
<b>Total Transferable Credits</b>		<b>7</b>

### WINTER

#### Accounting Preparation Certificate (QUARTER ONE)

BTS 165	Business Spreadsheet Analysis & Design	5
BUS 145	Business Math	5
ABE 063/064	Academic Skills Class	5
<b>Total Transferable Credits</b>		<b>10</b>

### SPRING

#### Accounting Preparation Certificate (QUARTER TWO)

ACCT 101	Practical Accounting I	5
ACCT 146	10-Key	1
ABE 063/064	Academic Skills Class	4
<b>Total Transferable Credits</b>		<b>6</b>

### FALL

#### Bookkeeping Certificate

ACCT 102	Practical Accounting II	5
ACCT 172	Small Business Computerized Accounting	5
ACCT 135	Business Payroll Tax Accounting	3
ABE 063/064	Academic Skills Class	6
<b>Total Transferable Credits</b>		<b>13</b>

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