

GREAT PLAINS
Technology Center

Office/Accounting Clerk

Education Plan For: _____

SSN#: _____ Phone#: _____

OES Wage Estimate 2021

Average Salary: \$21.90 Wage Range: \$14.00 hr - \$29.80 hr

For more information
contact the Career
Counselor at:
(580) 250-5535

Course Name	Hours	Tuition	Books	Notes
Microsoft Word Basics	10	\$49.00	\$0.00	
Microsoft Excel	24	\$125.00	\$51.00	
Bookkeeping	36	\$189.00	\$0.00	Cost of book to be determined.
Quickbooks	30	\$155.00	\$127.00	
Accounting Level I	48	\$245.00	\$150.00	
Totals	148	\$763.00	\$328.00	

This program is approved for VA education benefits.

* These courses have prerequisite requirements.

+ Students may "test-out" of these courses by contacting Adult Career Development at (580) 250-5500.
A testing fee of \$10.00 will be charged prior to testing.

Book & Tuition prices are for planning purposes only and are subject to change without notice.

Revised: 6/27/2022