

GREAT PLAINS
Technology Center

Office/Accounting Clerk

Education Plan For: _____

SSN#: _____ Phone#: _____

OES Wage Estimate 2022

Average Salary: \$22.05 Wage Range: \$14.64 hr - \$31.51 hr

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

Course Name	Hours	Tuition	Books	Notes
Microsoft 365	28	\$175.00	\$32.00	
Microsoft Excel	24	\$125.00	\$55.00	Flash Drive \$9
Bookkeeping	48	\$289.00	\$100.00	
QuickBooks	30	\$179.00	\$155.00	Flash Drive \$9
Accounting Level I	48	\$250.00	\$135.00	
Totals	178	\$1,018.00	\$477.00	

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: 6/27/2023