

**CERTIFICATION
TRAINING**



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Monday - Thursday
01/22/24 – 02/01/24*

Room 115

9:00 am - 1:00 pm

\$1,741 per Participant

AWC Reskilling & Technology Center

1351 S. Redondo Center Dr.

ContinuingEd@azwestern.edu

(928) 317-7674

Description

A **Intuit QuickBooks Certified User** program will build a foundation of basic accounting knowledge and utilities of the Intuit QuickBooks software that includes pre-built sample companies, multiple company files, annual updates, and data backed-up and restored.

Course Competencies

Successful completion of this course will increase your knowledge and ability to:

1. Professional Accountancy
2. Producing and managing invoices
3. Creating purchase orders
4. Tracking sales and expenses
5. Monitoring financial records

Please fill in all required information. Return by mail, email, or in person.

Intuit QB Group 3 M-Th (01/22/24- 02/01/24)

Full Name:

Participant ID#:

E-mail Address:

Date of Birth:

Mailing Address, City, State, Zip:

Phone#:

1351 S. Redondo Center Dr., Yuma, AZ 85365
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Registration Hours: Mon—Th, 8am—5pm, F 8am—4pm
Payments accepted via phone, or walk in.
Please make checks and Money Orders payable to AWC.
Visa, MasterCard, and Discover cards accepted.

Refund/Cancellation Policy:

A 100% refund will be granted if a request is made 2 business days prior to the start of class. A 50% refund will be issued if notice is received less than 2 business days prior to class. No refunds will be issued after the first day of class.



Continuing Education