The Olympic College Accounting Technology program is designed to prepare students for employment in public accounting, private accounting, government, and not-for-profit agencies.

**Accounting Technology**

Joanne Salas  
Full Time Faculty  
360-475-7372

**CERTIFICATES**

- **Payroll Clerk**  
  Certificate of Recognition 19 credits
- **Tax Preparer**  
  Certificate of Completion 35 credits
- **Accounting Clerk**  
  Certificate of Proficiency 49 credits
- **Accounting Software Specialist**  
  Certificate of Completion 36 credits

**ASSOCIATE’S DEGREES**

- **Accounting Technology:**  
  Associate in Applied Science Transfer (AAS-T)  
  91 Credits  
  OR  
  Associate in Technical Arts (ATA)  
  90 Credits

**ENTRANCE CONSIDERATIONS**

- Admissions  
- Enrollment Prep  
- Active Duty Military  
- Veterans
  - High School Options

- Running Start  
- Tech Prep  
- IB/AP
  - Fund Your Education
  - Financial Aid  
  - Veteran Benefits  
  - Active Duty & Family  
  - BFET  
  - Worker Retraining  
  - Workfirst

**EMPLOYMENT ASSISTANCE**

- Olympic College Career Center  
  Online Search:
  Is this Career Field right for me?

**PATHWAYS TO BACHELOR’S DEGREES**

- Articulated  
  Old Dominion University
- Related  
  The Evergreen State College  
  Western Governors University

  Additional coursework may be required for transfer.

**JOB OUTLOOK AND WAGES**

- Bookkeeper  
- Auditing  
- Accounting Clerk

- Advanced Bookkeeper and Accounting Clerk  
- Advanced Payroll and Timekeeping Clerks  
- Assistant Financial Auditor  
- Tax Preparer  
- Office Manager

**RECOMMENDED FOR BETTER EMPLOYABILITY:**

- Bookkeeper Certification  
- Payroll Certification  
- CPA Certification

**NON-DISCRIMINATION POLICY:**  
It is the policy of Washington’s community and technical colleges to provide equal opportunity in education and employment regardless of race, ethnicity, creed, color, national origin, sex, marital status, sexual orientation, age, religion, genetic information, gender identity, veteran status or the presence of any sensory, mental, or physical disability.