



Workforce Investment Act Eligible Training Program

Provider Name: New England Business Educational Systems

Contract #: 5050-46

Address:
146 West Boylston Dr., Suite 301
Worcester, MA 01606

Address if program is held at a another site:
3 Park St., Rehoboth, MA 02769
150 Wood Rd., Suite 303, Braintree, MA 02184
2 Dundee Park, Suite B06, Andover, MA 01810

Program Name: Bookkeeping-Advanced with a Concentration in Green Accounting

Office use only: ONET CODE 43.3031

CONTACT INFORMATION

Program Contact Person:
Russ Bedard, Owner

Phone: 508-244-4234
Email: nebes10@yahoo.com

Fax: 508-244-4235
Website: nebes.biz

Course Outline/Topics to be Covered

Topic areas include but are not limited to accounting cycle, depreciation, payroll, adjusting entries, cash management, inventory management, computer training, QuickBooks, Excel, green accounting, advanced budgets, cost volume profit analysis, FASB understandings, topics in international accounting, and bonds. There is a skill deficit in the area of accounting and finance. In addition to the advanced accounting topics, students will have the opportunity to earn a national certificate in bookkeeping. This green green and traditional accounting training will enable you to enter the workforce well equipped for a future in the accounting and bookkeeping industry.

Required academic grade levels to enter program

Reading Grade Level 8
Math Grade Level 8
English Proficiency 8

Required to enter training program

Physical Yes No
Vaccinations Yes No
Drug test Yes No
BCI Yes No
License Yes No
Tools Yes No
Experience Yes No
Other :

MAY be required for employment

Physical Yes No
Vaccinations Yes No
Drug test Yes No
BCI Yes No
Certification Yes No
License Yes No
Tools Yes No
Experience Yes No
Other :

Participants will be qualified to seek employment in the following occupations:

- 1) Bookkeeping
- 2) Accounting
- 3) G/L Accounting
- 4) A/P and A/R Specialist

Is this program Pell grant eligible?

Yes No

PROGRAM COSTS:

TUITION INCLUDES:

Tuition	\$9,000.00
Fees	
Books	
Licensing	
Certificate fees	
Other, provide explanation	
Total Tuition Cost	\$9,000.00

These are expenses that MAY be reimbursed after successful completion of training.

Please indicate Yes, No or enter the amount

	YES	NO	AMOUNT
Books	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Licensing	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Tools	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Uniforms	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Travel	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Miscellaneous	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Total			\$0.00

Participant is responsible for :

Prerequisites	
Memberships	
Cost above tuition cap	\$3,500.00
Expenses that <u>MAY</u> be reimbursed	\$0.00
Total	\$3,500.00

Maximum ITA Responsibility (Max. \$5500)

\$5,500.00

PROGRAM LENGTH

Weeks and Hours and
Additional Information

Program is total of 360 hours/18 weeks. All costs are included in the tuition. Includes live instruction, computer with software, all books, and testing fees.

What type of certificate will be awarded and by whom?

NEBES/American Institute of Professional Bookkeepers