

# Become an Accounts Payable/Accounts Receivable (AP/AR) Professional in as little as 15 weeks!\*



With QCC's new, accelerated certificate program in Accounts Payable/Accounts Receivable you CAN earn a certificate and be on your way to a satisfying, new career in no time - **on your schedule!**

*Your* COLLEGE  
*Your* CAREER  
*Your* WAY



## Did you know?

The job market for bookkeeping, accounting and auditing clerk is expected to grow **14%** from 2010 to 2020.\*\* Take advantage of a growing field and **ENROLL TODAY!**

\*Programs vary but most certificate programs can be completed in two semesters. For more information, call Admissions at 508.854.4262 or email [MyWay@qcc.mass.edu](mailto:MyWay@qcc.mass.edu).

# DON'T WAIT TO START THE PATH TO YOUR NEW CAREER! CLASSES ARE ENROLLING NOW!

QCC's AP/AR certificate program will prepare you for an entry-level career in AP/AR in a variety of businesses. You will also be able to continue your education to become a certified bookkeeper or pursue an Associate Degree in Business Administration.

As an AP/AR professional, you will have multiple career options. As an Accounting Clerk, you can expect to earn a median annual salary of \$34,030!\* As a Procurement Clerk you can expect to earn a median annual salary of \$38,220!

Your future starts NOW! Apply for Admission today – **it's easy.**

## Apply online or in person:

**Online:** [www.QCC.edu/pages/MyWay](http://www.QCC.edu/pages/MyWay)

**Phone:** Call QCC Admissions at 508.854.4262

**Main campus:** Admissions, Harrington Learning Center, 670 West Boylston Street, Worcester

**Workforce Central Career Center:** 44 Front Street, 6th Floor, Worcester

**ENROLL TODAY! Classes start  
January 21, 2014.**

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\*\*Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2012  
\*\*\*[www.bls.gov/ooh/office-and-administrative-support/bookkeeping-accounting-and-auditing-clerks](http://www.bls.gov/ooh/office-and-administrative-support/bookkeeping-accounting-and-auditing-clerks) |  
[www.onetonline.org/link/summary/43-3061.00](http://www.onetonline.org/link/summary/43-3061.00)  
Individuals requesting accommodations should contact Disability Services. Phone: 508.854.4471 / TTY: 508.854.4524 Email: [disabilityservices@qcc.mass.edu](mailto:disabilityservices@qcc.mass.edu)

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