



Administration and Management Technology - Accounting (profile 410.GC)

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	Duration 3 years (6 semesters, 2535 hours)		Schedule Full-time Daytime		Languages of Instruction English, French		Method of Instruction On-campus (Montréal and Laval), Online
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Build your career in the world of finance. Master every step of the accounting cycle, from financial analysis to working capital management, while developing expertise in taxation, auditing, and budget control. This practical and immersive program prepares you to become a sought-after expert, capable of supporting managers and advising clients in a digital and multicultural environment. Boost your career with solid accounting skills!

Career Prospects

Employment prospects for accounting technicians and bookkeepers (NOC 12200) in Quebec are expected to be very good from 2023 to 2025.

Discover the DCS in Techniques in Administration and Management - Accounting Profile, designed to train you to become a key professional in the world of finance. You will learn to master each step of the accounting cycle, from managing working capital to financial analysis, while acquiring valuable skills in taxation and auditing. By focusing on practical experience, this program immerses you in a digital and multicultural environment, preparing you to effectively support managers and advise clients.

Career Fields

- Accounting service firms
- Retail or manufacturing: cost and pricing management and inventory management
- Consultant in financial project evaluation
- Business development and consulting firms
- Companies operating in all economic sectors

Opportunities

Our unique approach incorporates real-world experience with classroom learning for hands-on, practical education.

- Collaborate with active industry professionals;
- Sharpen skills in a practical setting;
- Create a portfolio tailored to your career objectives.

Cutting-edge Facilities and Equipment

Experiment with cutting-edge, industry-standard equipment, software, and technology in our advanced facilities, including:

- Computer lab,
- Fully equipped photo studio,
- FLEX classrooms,
- Active learning classrooms,
- And many others!

Diploma and Accreditation

This Diploma of College Studies (DCS) is approved by the ministère de l'Enseignement supérieur of Québec and is internationally recognized.

Holders of a Diploma of College Studies (DCS) can pursue university studies or enter the workforce directly.

Work Experience

Get sought-after practical experience with our Career Service and our **Work-Study Program (WSP)**, which incorporates **two paid internships** into your program.

Our Business Management (Profile in Accounting) program also includes a **120-hour internship** as part of the curriculum.

For this program, you'll
need to use your own
computer equipment.

[SEE REQUIREMENTS](#)



Tuition and Aid

Estimate the cost
of your studies
in 4 easy steps.

[CALCULATE MY FEES](#)


Admissions Criteria

Exceptions to these admission criteria may be applied.

Every application is reviewed by the College.

To be eligible for acceptance into this program, applicants are generally required to meet one of the following criteria:

- Secondary School Diploma (SSD) with completion of:
- Mathematics CST 4 (or Math 436).
- Diploma of Vocational Studies (DVS) with completion of:
- Language of Instruction from Secondary 5,
- Second Language from Secondary 5,
- Mathematics CST 4 (or Math 436).
- Equivalent education or instruction deemed sufficient

List of Courses

Diploma of College Studies (DCS) programs consist of:

- General education courses common to all programs,
- General education courses specific to the program,
- Complementary general education courses.

General Education Courses

College-level institutions emphasize general education that focuses on core cultural knowledge, skill development, responsible citizenship, and shared cultural heritage.

Alumni have a well-rounded skill set and general knowledge that is valued in the workplace.

- 3 Physical Education courses (90h)
- 3 Humanities courses (150h)
- 4 Language and Literature courses (240h)
- 2 Second Language courses (90h)

Concentration Courses

You must take 2 concentration courses in French.

- Career Planning (45h)
- Organizational Communication (45h)
- Data Management Tools (45h)
- Research Methodologies and Consumer Psychology (60h)
- Law and Policies in the Digital Era (45h)
- Accounting and Digital Environment (60h)
- Marketing Foundations and Digital Basics (60h)
- Corporate Accounting and Web Applications (60h)
- Human Resources and Human Innovation (60h)
- Digital Environment (45h)
- Organizational Management (60h)
- Budget Planning and Control (60h)
- Specialized Accounting 1 (60h)
- Writing, Catalog and Product Marketing (45h)
- Customer Service and customer retention (45h)
- Finance 1: Performance Indicators and Financing (45h)
- Enterprise Legal Environment (45h)
- Specialized Accounting 2 (60h)
- Operations Management and Logistics (75h)
- Web Data Analysis and Analytics (60h)
- Monitoring Activities and Performance Measures (60h)
- Business English (60h)
- Visual Design of User Interface (UI) (60h)
- Supplier Relationship Management and Procurement (60h)
- Ethics, Sustainable Development and Cultural Adaptation (60h)
- Personal Taxation (60h)
- Cost Accounting (60h)
- Audit and Internal Control (60h)
- Workplace Internship: accounting (120h)
- Project Management (45h)
- Corporate Taxation (45h)
- Finance 2: Financial Management Cases (60h)
- International Transactions and Cultural Adaptation (45h)

* The College reserves the right to substitute some courses.