How to Contact Us:
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Financial Management Training: Governmental Accounting

Frequently Asked Questions

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- How long do I have to take each final assessment and what grade is considered passing?
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- How long does it take to learn the results of each assessment?
- Can I transfer my course registration to another student?
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For whom are the courses designed?
The three-course program is designed primarily for state and local governmental employees who require knowledge of governmental accounting. The courses also fulfill the requirements for State of Georgia employees enrolled in the State Financial Management Certificate Program and Georgia local government employees who are enrolled in the Local Government Financial Management Certification Program. The course can also serve as a continuing education activity for accounting professionals, such as CPAs. In addition, the course is an excellent review for those who are studying to sit for the CPA exam.

Are there any prerequisites for enrolling in Part II or the Intermediate course?
Yes, you must successfully complete Introductory Governmental Accounting — Part I prior to enrolling in Part II and you must successfully complete Introductory Governmental Accounting — Part I prior to enrolling in Intermediate Governmental Accounting. Click here to register for Introductory Governmental Accounting — Part I, Part II or Intermediate Governmental Accounting.
Can my company enroll multiple employees? Do you offer group discounts?
Yes! Your government can enroll multiple employees. However, at this time no group discounts are offered.

Why should I complete the courses?
Introductory Governmental Accounting — Part I, Part II and Intermediate Governmental Accounting meet the requirements for Georgia governmental employees (state and local) for the Financial Management Certificate/Certification Programs. In addition, these courses are recognized by many state organizations and local governments as a position requirement.

What do I receive when I complete Part I?
Successful graduates of Introductory Governmental Accounting Part I will receive 2.55 continuing education units (CEUs) and 21.5 continuing professional education units (CPEs). University of Georgia CEU transcripts are available at any time upon written request.

How long does it take to complete each course?
Three months is allowed from the time that you register for each course. A one-month extension can be granted for a nominal fee ($50 US). You can make your one-month extension request and payment using the extension request form. Please note that you will be required to register again, and then on the second page, you can choose the 30-day extension option. Upon receipt of your extension request payment, 30 days will be added to your original course expiration date.

How much time will I need to devote to study?
Former students have reported spending nearly 2.5 study hours per lesson.

Can I move about the course and study the lessons in any order or must I follow the lessons in numerical order?
You must begin with lesson 1 and progress through each lesson as presented. Your successful completion of the exercises at the conclusion of each lesson will allow you to progress (and access the online assessment tools) to the next lesson. After lesson four, you must successfully pass a mid-term assessment before proceeding to lesson five. Once you have successfully completed all of the lessons, the mid-term assessment, and the practice exercise, you will have access to the final online course assessment.

Can I enroll/purchase the lessons separately?
In order to earn credit for the courses and earn your CEUs or CPE, the courses must be taken in its entirety. The lessons in either of the three courses are not sold separately.

Do I have to purchase the textbooks?
No. Everything you need is built into the online course.

Where do I go to take the final assessment?
The assessment is a part of the online course. Once you have completed all of the lessons, you will have access to the mid-term and final assessment.

How long do I have to take each final assessment and what grade is considered passing?
You will have 90 minutes to complete the mid-term and final assessment for Introductory Governmental Accounting, Part I. Once you have completed the assessment, saved and submitted your answers, you will receive immediate notification of your assessment grade. A passing grade of no less than 70% is required. If you do not receive a grade of 70% or higher, you are eligible to take the assessment one additional time at no additional cost.
Are there previous tests available for review?
Self-tests, textbook readings and end-of-lesson quizzes are included in the online course and provide all the review necessary to successfully complete the final assessment.

How long does it take to learn the results of each assessment?
The mid-term and final assessment results are graded online and you will receive immediate results. The University will officially notify of your course outcome within four weeks of your final assessment date via e-mail.

Can I transfer my course registration to another student?
During the first 30 days of your course, if you have not completed any course work, you may opt for a one-time transfer of your enrollment to another student for a fee of $50. The new student (i.e., substitute) would have up to three months from the transfer date to complete the course. Written requests should be sent to student@georgiacenter.uga.edu.

What is the cancellation/refund policy for individual enrollments?
The Georgia Center will gladly issue full refunds for cancellations received in writing prior to the release of course access information. You may cancel your enrollment at any time during the course and receive a refund less a $50 administrative fee, provided that you have not accessed the online course material at all. During the first 30 days of your course, if you have not completed any course work, you may opt for a one-time transfer of your enrollment to another student for a fee of $50; the new student (i.e., substitute) would have up to three months from the transfer date to complete the course. Written requests must be sent to student@georgiacenter.uga.edu.

Course Format
Field of Study: Accounting (Governmental)
Delivery Method: QAS Self Study
Advance Preparation: None
Program Level: Basic
Prerequisites: None

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Enroll Anytime. Register Now!
For more information about the Governmental Finance Courses, contact us at questions@georgiacenter.uga.edu or by telephone at +1-706-583-0424.