

Financial Management Training: Governmental Accounting



Center for Continuing Education
Carl Vinson Institute of Government

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Frequently Asked Questions

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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 courses can also serve as a continuing education activity for accounting professionals, such as CPAs. In addition, the courses are an excellent review for those who are studying to sit for the CPA exam.

Introductory Governmental Accounting Part II builds on the basic governmental concepts that were discussed in Introductory Governmental Accounting Part I. It examines in detail the principles and procedures of sound record keeping and the maintenance of accurate financial data.

Upon successful completion of this course, the participant should be able to recall financial reporting at the fund level, record financial transactions using double entry accounting, perform calculations using multiple measurement foci and bases of accounting, and recognize the interrelationship of the various components of a sophisticated accounting system and the flow of information through the system.



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 II* 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 *Governmental Accounting Part II*?

Successful graduates of the course will receive 2.75 continuing education units (CEUs) or 23 continuing professional units (CPEs). University of Georgia CEU transcripts are available at any time upon written request.

In addition, upon successful completion of all three accounting courses (Part I, Part II, and Intermediate), a *Certificate of Program Completion* is awarded by the University of Georgia.

How long does it take to complete the course?

Three months is allowed from the time that you register for the course. A **one-month (30 days) extension** can be granted for a nominal fee (\$50 US). 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. Once you have successfully completed all of the lessons, you will have access to the mid-term and final online course assessments.

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. Textbooks are not required to complete this course. Everything you need is built into the online course.

Where do I go to take the mid-term and final assessments?

The assessments are a part of the online course. Once you have completed all of the prerequisite lessons and/or case study/practice exercises, you will have access to the mid-term and online assessment.

How long do I have to take the mid-term and 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 II*. Once you have completed the assessments, saved and submitted your answers, you will receive immediate notification of your exam 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 mid-term and final assessment one additional time at no additional cost. The questions in the timed assessment are selected from a test bank and each assessment is different.

Are there previous tests available for review?

Self-tests and end-of-chapter quizzes are included in the online course.

How long does it take to learn the results of each exam?

The 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 should 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