

SCHOOL BUSINESS MANAGEMENT ACADEMY



COMPARISON CHART FOR SPECIALIST, MANAGER & DIRECTOR PROGRAMS

	TARGETED PARTICIPANTS	PREFERRED QUALIFICATIONS*	TOTAL NUMBER OF COURSES REQUIRED FOR COMPLETION
SCHOOL BUSINESS SPECIALIST	Staff members in a school district central office	Participants must receive approval from their District Finance Officer Associate Degree in a business related curriculum; OR Two years of accounting experience	16
SCHOOL BUSINESS MANAGER	Supervisors and other individuals aspiring to be a supervisor in a school district central office	Participants must receive approval from their District Finance Officer BA/BS in a business-related curriculum; OR Five years accounting experience; OR A NCASBO Specialist Certification	21
SCHOOL BUSINESS DIRECTOR	School Finance Officers, Assistant Finance Officers and other individuals in a leadership role in a school district central office	Participants must receive approval from their District Finance Officer BA/BS in a business-related curriculum including a min. of 9 semester hours in accounting; OR A baccalaureate degree in a non- related concentration with a min. of 24 semester hours of business- related courses, 18 of which must be in accounting; OR A graduate degree in a business- related field; OR A Certified Public Accountant licensed in North Carolina; OR A current State Board of Education certified finance officer	31

Courses are 4 hours unless noted otherwise in the course catalog.

**NCASBO reserves the right to accept participants in a particular level regardless of the preferred qualifications upon recommendation from the school finance officer.*



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