



**Skills that **Pay.**  
Not Certificates  
that Hang.**

**US BOOKKEEPING &  
ACCOUNTING TRAINING**







## This program is ideal for:

- Accounting & Commerce students
- Working accountants
- CA / CPA aspirants
- Professionals seeking US accounting exposure



## ABOUT US

Kubicus School provides industry-focused training to enter the KPO sector.

Our expert faculty, with **7+ years of exp. in US, UK, and Canadian accounting and taxation**, delivers practical, market-relevant knowledge. Backed by strong corporate connections, we prepare candidates for interviews and real-world corporate roles, effectively bridging the gap between academics and industry.



**We offer hands-on, job-oriented learning aligned with current market requirements. Our mission is to equip candidates with the right skills, confidence, and career support to succeed in global accounting roles.**



## OUR MISSION

To provide Industry focused training in the US, UK, & Canada, bridging the gap between Academics and corporate requirements. We aim to equip candidates with practical skills, interview readiness, & professional confidence to excel in the global KPO and corporate accounting sector.

## OUR VISION

To be a leading academy for global accounting careers, creating highly skilled, job-ready professionals. We strive to connect talent with industry needs through quality education, expert guidance, & practical exposure, shaping careers for success in the international accounting & KPO industry.

## COURSE OUTLINE

# US BOOK KEEPING & ACCOUNTING

### MODULE 1:

#### INTRODUCTION TO ACCOUNTING

**Basics of Accounting:** Learn key definitions, principles, and accounting conventions.

**The Accounting Equation:** Understanding the Fundamental Relationship:  $\text{Assets} = \text{Liabilities} + \text{Equity}$ .

**Types of Accounts:** Gain clarity on different account types, including assets, liabilities, equity, revenue, and expenses.

### MODULE 2:

#### DOUBLE-ENTRY BOOKKEEPING

**Debits and Credits:** Understand the rules and practical applications of debits and credits in accounting.

**Journal Entries:** Learn how to record business transactions in journals accurately.

**Ledgers:** Post transactions from journals to the general ledger for proper financial tracking and reporting.

**COURSE OUTLINE****US BOOK KEEPING & ACCOUNTING****MODULE 3:****FINANCIAL  
TRANSACTIONS**

**Sales and Receivables:** Manage invoices, receipts, and revenue recognition accurately.

**Purchases and Payables:** Record expenses and handle vendor payments efficiently.

**Cash Management:** Maintain petty cash and perform bank reconciliations.

**Payroll Accounting:** Calculate wages, taxes, and other employee deductions correctly.

**MODULE 4:****FINANCIAL  
STATEMENTS**

**Income Statement:** Prepare and interpret business performance.

**Balance Sheet:** Analyse financial position effectively.

**Cash Flow Statement:** Track and assess cash flows.

**Statement of Retained Earnings:** Understand changes in equity.

**COURSE OUTLINE****US BOOK KEEPING & ACCOUNTING****MODULE 5:****ACCOUNTING  
SOFTWARE & TOOLS**

**Software Training:** Get practical, hands-on training on QuickBooks to efficiently manage real-world accounting tasks, from recording transactions to generating reports.

**Excel for Accountants:** Master advanced Excel techniques, including formulas to enhance reporting accuracy and data-driven decision-making.

**MODULE 6:****ETHICS &  
PROFESSIONALISM**

**Ethical Practices:** Understand key accounting standards, maintain confidentiality, and handle conflicts of interest with integrity.

**Role of Accountants:** Learn the professional responsibilities of accountants towards stakeholders, clients, and the public, ensuring trust and accountability in all financial activities.

## US ACCOUNTING TRAINING PROGRAMME

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₹ 14,999/-

COURSE DURATION: 1 MONTH

**MODE OF TRAINING:**

OFFLINE SESSIONS

(AHMEDABAD CENTER)



## TOP RECRUITERS



## TERMS & CONDITIONS

**We, the undersigned, hereby declare and agree to the following:**

- That I am seeking admission to Kubicus (Growthify Plus Private limited) of my own free will and accord, and that no undue influence or misrepresentation has been made to me regarding the program, its outcomes, or its fee structure.
- That I shall be fully responsible for my personal safety, conduct, and belongings at all times within or outside the Kubicus (Growthify Plus Private limited) premises. The institute & its staff shall not be held liable for any accident, injury, loss, or mishap occurring to me or caused by me during or in connection with the program.
- That I understand my enrolment may be terminated without refund on grounds of misconduct, habitual absenteeism, misuse of mobile phones or the internet during sessions, disruptive behaviour, or engagement in any illegal, indecent, or unethical activity within or outside the institute.
- That issuance of a completion certificate is subject to a minimum attendance of 80% across all scheduled sessions of the program. Students who do not meet this threshold will not be eligible to receive a certificate, irrespective of their performance in assessments. No exceptions will be made unless approved in writing by the institute.
- That Kubicus (Growthify Plus Private limited) may, at its discretion, provide placement assistance and career support to students who have successfully completed the program and met the attendance requirement. Such support may include resume guidance, interview preparation, and referrals to relevant opportunities. This does not constitute a guarantee of placement, employment, or any specific outcome, and Kubicus (Growthify Plus Private limited) and Horizon learning academy (calculus advisors LLP) shall bear no liability in the event a student does not secure a position following the program.
- That in the event of my successful placement, career transition, or notable achievement following completion of this program, I grant Kubicus and Growthify the right to use my name, photograph, testimonial, and related information for marketing and publicity purposes across print, digital, and social media platforms, unless I expressly opt out in writing.
- That I consent to receiving communications from Kubicus (Growthify Plus Private limited) including emails, SMS alerts, WhatsApp messages (text, images, videos, and documents), and other notifications on the contact details provided by me in this form.
- That all information furnished by me in this application form is true, accurate, and complete to the best of my knowledge. I understand that if any information is found to be incorrect or falsified, my admission may be cancelled immediately without any refund of fee paid.
- That I have read and understood the program details, batch schedule, fee structure, and all policies communicated to me verbally or in writing, and I agree to abide by the rules and regulations of Kubicus (Growthify Plus Private limited).
- That the fee paid towards this program is non-refundable once paid in any circumstances, with written approval of the institute only the candidate can be assigned to future batches.
- That in the event of any unforeseen circumstances including but not limited to force majeure, public health emergencies, or logistical disruptions; Kubicus (Growthify Plus Private limited) reserves the right to reschedule, relocate, or modify sessions, including a temporary shift to online delivery, without any obligation to refund fees.
- That Kubicus (Growthify Plus Private limited) reserves the right to modify batch timings, faculty assignments, session formats, or program content where necessary, with reasonable advance notice to enrolled students.
- That all disputes arising out of or in connection with this enrolment shall be subject to the exclusive jurisdiction of the courts of Ahmedabad, Gujarat only.





## CONTACT US



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