

## Administrative Office Technology Estimated Student Expense

Total Estimated Program Expense  Tuition, Technology Access Fees and Student Activities Fees (\$1312.00 x 3 trimesters) and ACT Workkeys Fees  Estimated Book, Supply and Exam Expense Accounting Assistant  Estimated Book, Supply and Exam Expense Administrative Assistant  Estimated Book, Supply and Exam Expense Medical Administrative Assistant  \$970.75  Microsoft Office Specialist (MOS) – Office 2016 Exams  First Trimester Estimated Expense (required of all certificate and diploma levels)  Tuition, Technology Access Fee and Student Activity Fee  \$1312.00  **ACT Workkeys Fees Required 1" Day  \$45.00  **Books and Supplies  \$18BN  **Estimated Cost  Filing Made Easy – A Filing Simulation – McGraw Hill  \$9780023138312  \$111.00  **Calculator (Ti30XA)  \$215.00  **Calculator (Ti30XA)  \$215.00  **Calculator (Ti30XA)  \$215.00  **Cengage Print Rental  \$7.99  **Second Trimester Estimated Expense (required of all diploma levels)  Tuition, Technology Access Fee and Student Activity Fee  \$1312.00  **Second Trimester Estimated Expense (required of all diploma levels)  Tuition, Technology Access Fee and Student Activity Fee  \$1312.00  **Second Trimester Estimated Expense (required of all diploma levels)  Tuition, Technology Access Fee and Student Activity Fee  \$1312.00  **Second Trimester Estimated Expense (required of all diploma levels)  Tuition, Technology Access Fee and Student Activity Fee  \$1312.00  **Second Trimester Estimated Expense (required of all diploma levels)  Tuition, Technology Access Fee and Student Activity Fee  \$1312.00  **Second Trimester Estimated Expense (required of all diploma levels)  Total Exam Fees  **Second Trimester Estimated Expense (required of all diploma levels)  Total Exam Fees  **Second Trimester Estimated Expense (required of all diploma levels)  **Total Exam Fees  **Second Trimester Estimated Expense (required of all diploma levels)  **Total Exam Fees  **Second Trimester Estimated Expense (required of all diploma levels)  **Total Exam Fees  **Second Trimester Estimated Expense (required of all			
Tuition, Technology Access Fees and Student Activities Fees (\$1312.00 x 3 trimesters) and ACT Workkeys Fees  Estimated Book, Supply and Exam Expense Accounting Assistant 5658.94  Estimated Book, Supply and Exam Expense Administrative Assistant 5658.94  Estimated Book, Supply and Exam Expense Medical Administrative Assistant 9970.75  Microsoft Office Specialist (MOS) – Office 2016 Exams 5575.00  First Trimester Estimated Expense (required of all certificate and diploma levels)  Tuition, Technology Access Fee and Student Activity Fee 51312.00  *ACT Workkeys Fees Required 1st Day 545.00  *ACT Workkeys Fees Required 1st Day 545.00  *ACT Workkeys Fees Required 1st Day 545.00  Custom Tech Foundations Workbook 510.00  Cengage Unlimited Online – 1 Year Subscription 5215.00  Calculator (T130XA) 521.00  Liss Thumb Drive (Iminimum 4 gb) 512.00  Cengage Print Rental 7018 Total Estimated First Trimester Book and Supply Expense 5376.99  **Econd Trimester Estimated Expense (required of all diploma levels)  Tuttlon, Technology Access Fee and Student Activity Fee 51312.00  **Books and Supplies 51312.00  **Books and Supplies 61312.00  **Books and Supplies 61312.00  **Books and Supplies 71312.00  **Total Estimated Second Trimester Book Suply and Exam Expense 71312.00  **Books and Supplies 71312.00  **Total Estimated Second Trimester Book Suply and Exam Expense 71312.00  **Books and Supplies			
ACT Workkeys Fees  Estimated Book, Supply and Exam Expense Accounting Assistant	<u> </u>		
Estimated Book, Supply and Exam Expense Administrative Assistant \$970.75 Microsoft Office Specialist (MOS) – Office 2016 Exams \$575.00  First Trimester Estimated Expense (required of all certificate and diploma levels)  Tuition, Technology Access Fee and Student Activity Fee \$1312.00  *ACT Workkeys Fees Required 1* Day \$45.00  *Books and Supplies ISBN Estimated Cost Filling Made Easy – A Filling Simulation – McGraw Hill 9780023138312 \$111.00  Custom Tech Foundations Workbook \$10.00  Calculator (Ti30XA) \$21.00  USB Thumb Drive (minimum 4 gb) \$12.00  Calculator (Ti30XA) \$21.00  USB Thumb Drive (minimum 4 gb) \$12.00  Cengage Unlimited Online – 1 Year Subscription \$212.00  Books and Supplies \$188 \$1312.00  Books and Supplies \$1312.00  Second Trimester Estimated Expense (required of all diploma levels)  Tuition, Technology Access Fee and Student Activity Fee \$1312.00  Books and Supplies \$188 \$1312.00  Books and Supplies \$188 \$1312.00  Cengage Unlimited Online Cengage 9781285465524  Cengage Unlimited Online Cengage  Cengage Unlimited Online Cengage  Cengage Print Rental \$7.99  Microsoft Office Specialist (MOS) – Office 2016 Exams  Word \$115.00  Excel \$115.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$575.00  Dutlook \$115.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$575.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$575.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$575.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$575.00  College Accounting, 14th edition (with Pearson study guide and working 9780134855462  College Accounting, 14th edition (with Pearson study guide and working 9780134855462  Bayorla Accounting 7th Edition (A Practical Real World Approach) 978-1-64061-200-6  Sales S			\$3981.00
Estimated Book, Supply and Exam Expense Medical Administrative Assistant \$575.00  Microsoft Office Specialist (MOS) – Office 2016 Exams \$575.00  First Trimester Estimated Expense (required of all certificate and diploma levels)  Tuition, Technology Access Fee and Student Activity Fee \$1312.00  *ACT Workkeys Fees Required 1*Day \$45.00  Books and Supplies ISBN Estimated Cost  Filing Made Easy – A Filing Simulation – McGraw Hilli 9780023138312 \$111.00  Custom Tech Foundations Workbook \$10.00  Cangage Unlimited Online – 1 Year Subscription \$215.00  Calculator (Ti30XA) \$521.00  USB Thumb Drive (minimum 4 gb) \$12.00  Cengage Print Rental \$7.99  Total Estimated First Trimester Book and Supply Expense \$376.99  Second Trimester Estimated Expense (required of all diploma levels)  Tuition, Technology Access Fee and Student Activity Fee \$1312.00  Books and Supplies ISBN Estimated Cost  SAM 2016 Assessment PAC Cengage 9781285465524  Cengage Unlimited Online Cengage  Cengage Print Rental \$7.99  Microsoft Office Specialist (MOS) – Office 2016 Exams  Word \$115.00  Excel \$115.00  Access \$115.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$575.00  PowerPoint Total Estimated Expense – Accounting Assistant  Tutton, Technology Access Fee and Student Activity Fee \$1312.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$575.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$575.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$582.99  Third Trimester Estimated Expense – Accounting Assistant  Tutton, Technology Access Fee and Student Activity Fee \$1312.00  Books and Supplies \$158N\$ Estimated Cost  College Accounting, 14th edition (with Pearson study guide and working papers)  Payoroll Accounting 7th Edition (With Pearson study guide and working papers)  Payoroll Accounting 7th Edition (With Pearson study guide and working papers)	Estimated Book, Supply and Exam Expense Accounting Assistant		\$613.00
Estimated Book, Supply and Exam Expense Medical Administrative Assistant \$575.00  Microsoft Office Specialist (MOS) – Office 2016 Exams \$575.00  First Trimester Estimated Expense (required of all certificate and diploma levels)  Tuition, Technology Access Fee and Student Activity Fee \$1312.00  *ACT Workkeys Fees Required 1*Day \$45.00  Books and Supplies ISBN Estimated Cost  Filing Made Easy – A Filing Simulation – McGraw Hilli 9780023138312 \$111.00  Custom Tech Foundations Workbook \$10.00  Cangage Unlimited Online – 1 Year Subscription \$215.00  Calculator (Ti30XA) \$521.00  USB Thumb Drive (minimum 4 gb) \$12.00  Cengage Print Rental \$7.99  Total Estimated First Trimester Book and Supply Expense \$376.99  Second Trimester Estimated Expense (required of all diploma levels)  Tuition, Technology Access Fee and Student Activity Fee \$1312.00  Books and Supplies ISBN Estimated Cost  SAM 2016 Assessment PAC Cengage 9781285465524  Cengage Unlimited Online Cengage  Cengage Print Rental \$7.99  Microsoft Office Specialist (MOS) – Office 2016 Exams  Word \$115.00  Excel \$115.00  Access \$115.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$575.00  PowerPoint Total Estimated Expense – Accounting Assistant  Tutton, Technology Access Fee and Student Activity Fee \$1312.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$575.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$575.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$582.99  Third Trimester Estimated Expense – Accounting Assistant  Tutton, Technology Access Fee and Student Activity Fee \$1312.00  Books and Supplies \$158N\$ Estimated Cost  College Accounting, 14th edition (with Pearson study guide and working papers)  Payoroll Accounting 7th Edition (With Pearson study guide and working papers)  Payoroll Accounting 7th Edition (With Pearson study guide and working papers)			\$658.94
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*ACT Workkeys Fees Required 1st Day  Books and Supplies  Filing Made Easy — A Filing Simulation — McGraw Hill  9780023138312  \$111.00  Custom Tech Foundations Workbook  Cengage Unlimited Online — 1 Year Subscription  S215.00  Calculator (T130XA)  CENGAGE Print Rental  Total Estimated First Trimester Book and Supply Expense  \$376.99  Second Trimester Estimated Expense (required of all diploma levels)  Tutition, Technology Access Fee and Student Activity Fee  Cengage Unlimited Online Cengage  Cengage Unlimited Online Cengage  Cengage Print Rental  SAM 2016 Assessment PAC Cengage  Cengage Unlimited Online Cengage  Cengage Print Rental  Word  Microsoft Office Specialist (MOS) — Office 2016 Exams  Word  Sxele  Sxele  Synthy  Total Estimated Second Trimester Book, Supply and Exam Expense  Synthy  Total Estimated Second Trimester Book, Supply and Exam Expense  Synthy  Total Estimated Second Trimester Book, Supply and Exam Expense  Synthy  Total Exam Fees  Synthy  Synthy  Total Exam Fees  Synthy  Synthy  Total Exam Fees  Synthy  Synthy  Total Exam Fees  Synthy  Total Exam Fees  Synthy  Total Exam Fees  Synthy  Total Exam Fees  Synthy  Synthy  Total Exam Fees  Synthy	First Trimester Estimated Expense (required of all certificate and	diploma levels)	
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Filing Made Easy — A Filing Simulation — McGraw Hill  Custom Tech Foundations Workbook  Cengage Unlimited Online — 1 Year Subscription  Calculator (Ti30XA)  USB Thumb Drive (minimum 4 gb)  Cengage Print Rental  Total Estimated First Trimester Book and Supply Expense  Sar36.99  Second Trimester Estimated Expense (required of all diploma levels)  Tuition, Technology Access Fee and Student Activity Fee  Cengage Print Rental  Total Estimated First Trimester Book and Supply Expense  \$ 3312.00  Books and Supplies  ISBN  Estimated Cost  \$ 4312.00  Books and Supplies  ISBN  Estimated Cost  \$ 57.99  Microsoft Office Specialist (MOS) — Office 2016 Exams  Word  Excel  Outlook  Access  Total Estimated Second Trimester Book Supply and Exam Expense  Total Estimated Second Trimester Book, Supply and Exam Expense  Total Estimated Expense — Accounting Assistant  Tuition, Technology Access Fee and Student Activity Fee  \$ 1312.00  Books and Supplies  \$ 158N  Estimated Cost  \$ 575.00  Formal Estimated Expense — Accounting Assistant  Tuition, Technology Access Fee and Student Activity Fee  \$ 1312.00  Books and Supplies  \$ 158N  Estimated Cost  \$ 1312.00  Books and Supplies  \$ 158N  Estimated Cost  \$ 1312.00  Books and Supplies  \$ 1312.00  Books and Supplies  \$ 158N  Estimated Cost  \$ 1312.00  Books and Supplies  \$ 1312.00  Books and Supplies  \$ 158N  Estimated Cost  \$ 166.50			\$45.00
Custom Tech Foundations Workbook     \$10.00       Cengage Unlimited Online – 1 Year Subscription     \$215.00       Calculator (Ti30XA)     \$21.00       USB Thumb Drive (minimum 4 gb)     \$12.00       Cengage Print Rental     7.99       Total Estimated First Trimester Book and Supply Expense     \$376.99       Second Trimester Estimated Expense (required of all diploma levels)       Tuition, Technology Access Fee and Student Activity Fee     \$1312.00       Books and Supplies     ISBN     Estimated Cost       SAM 2016 Assessment PAC Cengage     9781285465524       Cengage Unlimited Online Cengage     \$7.99       Microsoft Office Specialist (MOS) – Office 2016 Exams     \$7.99       Word     \$115.00       Excel     \$115.00       Outlook     \$115.00       Access     \$115.00       PowerPoint     Total Exam Fees     \$575.00       Total Estimated Second Trimester Book, Supply and Exam Expense     \$582.99       Third Trimester Estimated Expense – Accounting Assistant       Tuition, Technology Access Fee and Student Activity Fee     \$1312.00       Books and Supplies     \$1312.00       College Accounting,14 <sup>th</sup> edition (with Pearson study guide and working papers)     9780134855462     \$169.50       Payroll Acc	Books and Supplies	ISBN	Estimated Cost
Cengage Unlimited Online — 1 Year Subscription   \$215.00     Calculator (TI30XA)   \$21.00     USB Thumb Drive (minimum 4 gb)   \$12.00     Cengage Print Rental   7.99     Cendage Print Rental   \$10.00     Second Trimester Estimated Expense (required of all diploma levels)     Tuition, Technology Access Fee and Student Activity Fee   \$1312.00     Books and Supplies   ISBN   Estimated Cost     SAM 2016 Assessment PAC Cengage   9781285465524     Cengage Unlimited Online Cengage     Cengage Print Rental   \$7.99     Microsoft Office Specialist (MOS) — Office 2016 Exams     Word   \$115.00     Excel   \$115.00     Cutlook   \$115.00     Access   \$115.00     Cacces   \$115.00     Ca	Filing Made Easy – A Filing Simulation – McGraw Hill	9780023138312	\$111.00
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Second Trimester Estimated Expense (required of all diploma levels)         Tuition, Technology Access Fee and Student Activity Fee       \$1312.00         Books and Supplies       ISBN       Estimated Cost         SAM 2016 Assessment PAC Cengage       9781285465524         Cengage Unlimited Online Cengage       \$7.99         Microsoft Office Specialist (MOS) – Office 2016 Exams       \$7.99         Microsoft Office Specialist (MOS) – Office 2016 Exams       \$115.00         Excel       \$115.00         Outlook       \$115.00         Access       \$115.00         PowerPoint       \$115.00         Total Estimated Second Trimester Book, Supply and Exam Expense       \$575.00         Third Trimester Estimated Expense – Accounting Assistant       \$1312.00         Books and Supplies       ISBN       Estimated Cost         College Accounting,14 <sup>th</sup> edition (with Pearson study guide and working papers)       9780134855462       \$169.50         Payroll Accounting 7 <sup>th</sup> Edition (A Practical Real World Approach)       978-1-64061-200-6       \$166.5	Cengage Print Rental		7.99
Tuition, Technology Access Fee and Student Activity Fee  Books and Supplies  SAM 2016 Assessment PAC Cengage Cengage Unlimited Online Cengage Cengage Print Rental  S7.99  Microsoft Office Specialist (MOS) – Office 2016 Exams  Word  Excel  Outlook  Access  PowerPoint  Total Exam Fees \$575.00  Total Estimated Second Trimester Book, Supply and Exam Expense  Total Trimester Estimated Expense – Accounting Assistant  Tuition, Technology Access Fee and Student Activity Fee  Books and Supplies  College Accounting,14 <sup>th</sup> edition (with Pearson study guide and working papers)  Payroll Accounting 7 <sup>th</sup> Edition (A Practical Real World Approach) Labyrinth by Weinstein  Fish Masses See See See and Student Activity Fee Stife6.5	Total Estimated First Trimester	Book and Supply Expense	\$376.99
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Cengage Print Rental\$7.99Microsoft Office Specialist (MOS) – Office 2016 Exams\$115.00Word\$115.00Excel\$115.00Outlook\$115.00Access\$115.00PowerPointTotal Exam Fees\$575.00Total Estimated Second Trimester Book, Supply and Exam Expense\$582.99Third Trimester Estimated Expense – Accounting AssistantTuition, Technology Access Fee and Student Activity Fee\$1312.00Books and SuppliesISBNEstimated CostCollege Accounting,14th edition (with Pearson study guide and working papers)9780134855462\$169.50Payroll Accounting 7th Edition (A Practical Real World Approach)978-1-64061-200-6\$166.5Labyrinth by Weinstein\$166.5	SAM 2016 Assessment PAC Cengage	9781285465524	
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PowerPoint \$115.00  Total Exam Fees \$575.00  Total Estimated Second Trimester Book, Supply and Exam Expense \$582.99  Third Trimester Estimated Expense – Accounting Assistant  Tuition, Technology Access Fee and Student Activity Fee \$1312.00  Books and Supplies ISBN Estimated Cost  College Accounting,14 <sup>th</sup> edition (with Pearson study guide and working papers)  Payroll Accounting 7 <sup>th</sup> Edition (A Practical Real World Approach)  Labyrinth by Weinstein \$115.00			•
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