5,449.00



## 2023-24 ACADEMIC YEAR ADMINISTRATIVE OFFICE TECHNOLOGY ESTIMATED STUDENT EXPENSE

First Trimester Estimated Expense (required of all certificate and diploma leve	els)	
Tuition, Technology Access Fee and Student Activity Fees		1,373.00
Books and Supplies	ISBN	Estimated Cost
Administrative Professional	978-1-305-58116-6	199.00
Focus on Community College	978-1-337-40612-3	102.00
Cengage 12-Month Online Access Fee	978-0-357-70001-3	238.00
TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE		539.00
TOTAL ESTIMATED FIRST TRIMESTER EXPENSE		1,912.00
	1.	
Second Trimester Estimated Expense (required of all certificate and diploma	eveis)	4 272 00
Tuition, Technology Access Fee and Student Activity Fees Books and Supplies	ICDN	1,373.00
	ISBN	Estimated Cost
Microsoft Office Specialist Examination Fee		130.00 150.00
Microsoft Office Specialist Examination Fee w/ retake  TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE		280.00
TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE  TOTAL ESTIMATED THIRD TRIMESTER EXPENSE		1,653.00
TOTAL ESTIMATED THIRD TRIMESTER EXPENSE		1,055.00
ACCOUNTING DIPLOMA PATHWAY		
Third Trimester Estimated Expense (required of all certificate and diploma lev	vols)	
Tuition, Technology Access Fee and Student Activity Fees		1,373.00
Books and Supplies	ISBN	Estimated Cost
Accounting	978-1-337-90268-7	255.00
Payroll Accounting 2022	978-0-357-51875-5	222.00
QuickBooks Online for Accounting	978-0-357-72221-3	206.00
QuickBooks Certification	N/A	195.00
TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE	1.47.1	878.00
TOTAL ESTIMATED THIRD TRIMESTER EXPENSE		
I UTAL ESTIMATED THIRD TRIMESTER EXPENSE		2.251.00
TOTAL ESTIMATED THIRD TRIMESTER EXPENSE		2,251.00
ADMINISTRATIVE ASSISTANT DIPLOMA PA	[HWAY	2,251.00
		2,251.00
ADMINISTRATIVE ASSISTANT DIPLOMA PA		<b>2,251.00</b> 1,373.00
ADMINISTRATIVE ASSISTANT DIPLOMA PA Third Trimester Estimated Expense (required of all certificate and diploma lev		
ADMINISTRATIVE ASSISTANT DIPLOMA PA Third Trimester Estimated Expense (required of all certificate and diploma lex Tuition, Technology Access Fee and Student Activity Fees	rels)	1,373.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATThird Trimester Estimated Expense (required of all certificate and diploma levaluation, Technology Access Fee and Student Activity Fees  Books and Supplies  BOOM - Business Communication	rels)	1,373.00 Estimated Cost
ADMINISTRATIVE ASSISTANT DIPLOMA PATThird Trimester Estimated Expense (required of all certificate and diploma levituition, Technology Access Fee and Student Activity Fees  Books and Supplies  Books and Supplies	rels)  ISBN ISBN	1,373.00 Estimated Cost Estimated Cost
ADMINISTRATIVE ASSISTANT DIPLOMA PATThird Trimester Estimated Expense (required of all certificate and diploma levaluation, Technology Access Fee and Student Activity Fees  Books and Supplies  BOOM - Business Communication	ISBN ISBN ISBN 978-0-357-02659-5	1,373.00 Estimated Cost Estimated Cost 95.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATThird Trimester Estimated Expense (required of all certificate and diploma levaluation, Technology Access Fee and Student Activity Fees  Books and Supplies  BCOM - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification	ISBN ISBN 978-0-357-02659-5 978-0-8400-6424-0	1,373.00 Estimated Cost Estimated Cost 95.00 147.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATThird Trimester Estimated Expense (required of all certificate and diploma levitation, Technology Access Fee and Student Activity Fees  Books and Supplies  BCOM - Business Communication The World of Customer Service QuickBooks Online for Accounting	ISBN ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3	1,373.00 Estimated Cost Estimated Cost 95.00 147.00 206.00 195.00 643.00
ADMINISTRATIVE ASSISTANT DIPLOMA PAT Third Trimester Estimated Expense (required of all certificate and diploma lex Tuition, Technology Access Fee and Student Activity Fees Books and Supplies Books and Supplies  BCOM - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification	ISBN ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3	1,373.00 Estimated Cost Estimated Cost 95.00 147.00 206.00 195.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATHING Trimester Estimated Expense (required of all certificate and diploma lex Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  BOOM - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification  TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE  TOTAL ESTIMATED THIRD TRIMESTER EXPENSE	ISBN ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3 N/A	1,373.00 Estimated Cost Estimated Cost 95.00 147.00 206.00 195.00 643.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATThird Trimester Estimated Expense (required of all certificate and diploma levalution, Technology Access Fee and Student Activity Fees  Books and Supplies  BOOM - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification  TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE  TOTAL ESTIMATED THIRD TRIMESTER EXPENSE	ISBN ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3 N/A A PATHWAY	1,373.00 Estimated Cost Estimated Cost 95.00 147.00 206.00 195.00 643.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATHING Trimester Estimated Expense (required of all certificate and diploma lex Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  BOOK - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification  TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE  TOTAL ESTIMATED THIRD TRIMESTER EXPENSE  MEDICAL ADMINISTRATIVE ASSISTANT DIPLOME.	ISBN ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3 N/A A PATHWAY	1,373.00 Estimated Cost Estimated Cost 95.00 147.00 206.00 195.00 643.00 2,016.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATHING Trimester Estimated Expense (required of all certificate and diploma lex Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  BOOK - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification  TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE  TOTAL ESTIMATED THIRD TRIMESTER EXPENSE  MEDICAL ADMINISTRATIVE ASSISTANT DIPLOMATION, Technology Access Fee and Student Activity Fees	ISBN ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3 N/A A PATHWAY rels)	1,373.00 Estimated Cost Estimated Cost 95.00 147.00 206.00 195.00 643.00 2,016.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATHIRD Trimester Estimated Expense (required of all certificate and diploma leval Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  BOOKS and Supplies  BCOM - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification  TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE  TOTAL ESTIMATED THIRD TRIMESTER EXPENSE  MEDICAL ADMINISTRATIVE ASSISTANT DIPLOME.  Third Trimester Estimated Expense (required of all certificate and diploma leval Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies	ISBN ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3 N/A A PATHWAY rels) ISBN	1,373.00 Estimated Cost Estimated Cost 95.00 147.00 206.00 195.00 643.00 2,016.00  1,373.00 Estimated Cost
ADMINISTRATIVE ASSISTANT DIPLOMA PATHIRD Trimester Estimated Expense (required of all certificate and diploma leval Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  BCOM - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE TOTAL ESTIMATED THIRD TRIMESTER EXPENSE  MEDICAL ADMINISTRATIVE ASSISTANT DIPLOMATION, Technology Access Fee and Student Activity Fees Books and Supplies  Medical Terminology	ISBN ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3 N/A A PATHWAY rels) ISBN 978-0-914901-12-9	1,373.00 Estimated Cost 95.00 147.00 206.00 195.00 643.00 2,016.00  1,373.00 Estimated Cost 49.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATHIRD Trimester Estimated Expense (required of all certificate and diploma leval Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  BOOKS and Supplies  BCOM - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification  TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE  TOTAL ESTIMATED THIRD TRIMESTER EXPENSE  MEDICAL ADMINISTRATIVE ASSISTANT DIPLOM. Third Trimester Estimated Expense (required of all certificate and diploma leval Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  Medical Terminology Administrative Medical Assisting	ISBN ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3 N/A  A PATHWAY rels)  ISBN 978-0-914901-12-9 978-1-305-96480-8	1,373.00 Estimated Cost 95.00 147.00 206.00 195.00 643.00 2,016.00  1,373.00 Estimated Cost 49.00 133.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATHIRD Trimester Estimated Expense (required of all certificate and diploma lex Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  BCOM - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification  TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE TOTAL ESTIMATED THIRD TRIMESTER EXPENSE  MEDICAL ADMINISTRATIVE ASSISTANT DIPLOM. Third Trimester Estimated Expense (required of all certificate and diploma lex Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  Medical Terminology Administrative Medical Assisting Understanding Health Insurance textbook	ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3 N/A  A PATHWAY rels)  ISBN 978-0-914901-12-9 978-1-305-96480-8 978-0-357-62135-6	1,373.00 Estimated Cost 95.00 147.00 206.00 195.00 643.00 2,016.00  1,373.00 Estimated Cost 49.00 133.00 194.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATHIRD Trimester Estimated Expense (required of all certificate and diploma lex Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  BOOKS and Supplies  BCOM - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE TOTAL ESTIMATED THIRD TRIMESTER EXPENSE  MEDICAL ADMINISTRATIVE ASSISTANT DIPLOM. Third Trimester Estimated Expense (required of all certificate and diploma lex Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  Medical Terminology Administrative Medical Assisting Understanding Health Insurance textbook Essentials of Health Information Management textbook	ISBN ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3 N/A  A PATHWAY rels)  ISBN 978-0-914901-12-9 978-1-305-96480-8	1,373.00 Estimated Cost 95.00 147.00 206.00 195.00 643.00 2,016.00  1,373.00 Estimated Cost 49.00 133.00 194.00 135.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATHIRD Trimester Estimated Expense (required of all certificate and diploma leval truition, Technology Access Fee and Student Activity Fees  Books and Supplies  BCOM - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE TOTAL ESTIMATED THIRD TRIMESTER EXPENSE  MEDICAL ADMINISTRATIVE ASSISTANT DIPLOM. Third Trimester Estimated Expense (required of all certificate and diploma leval trition, Technology Access Fee and Student Activity Fees  Books and Supplies  Medical Terminology Administrative Medical Assisting Understanding Health Insurance textbook Essentials of Health Information Management textbook TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE	ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3 N/A  A PATHWAY rels)  ISBN 978-0-914901-12-9 978-1-305-96480-8 978-0-357-62135-6	1,373.00 Estimated Cost 95.00 147.00 206.00 195.00 643.00 2,016.00  1,373.00 Estimated Cost 49.00 133.00 194.00 135.00 511.00
ADMINISTRATIVE ASSISTANT DIPLOMA PATHIRD Trimester Estimated Expense (required of all certificate and diploma lex Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  BOOKS and Supplies  BCOM - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE TOTAL ESTIMATED THIRD TRIMESTER EXPENSE  MEDICAL ADMINISTRATIVE ASSISTANT DIPLOM. Third Trimester Estimated Expense (required of all certificate and diploma lex Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  Medical Terminology Administrative Medical Assisting Understanding Health Insurance textbook Essentials of Health Information Management textbook	ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3 N/A  A PATHWAY rels)  ISBN 978-0-914901-12-9 978-1-305-96480-8 978-0-357-62135-6	1,373.00 Estimated Cost 95.00 147.00 206.00 195.00 643.00 2,016.00  1,373.00 Estimated Cost 49.00 133.00 194.00 135.00
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ADMINISTRATIVE ASSISTANT DIPLOMA PA Third Trimester Estimated Expense (required of all certificate and diploma let Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  BCOM - Business Communication The World of Customer Service QuickBooks Online for Accounting QuickBooks Certification  TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE  TOTAL ESTIMATED THIRD TRIMESTER EXPENSE  MEDICAL ADMINISTRATIVE ASSISTANT DIPLOM. Third Trimester Estimated Expense (required of all certificate and diploma let Tuition, Technology Access Fee and Student Activity Fees  Books and Supplies  Medical Terminology Administrative Medical Assisting Understanding Health Insurance textbook Essentials of Health Information Management textbook  TOTAL ESTIMATED BOOKS AND SUPPLIES EXPENSE	ISBN ISBN 978-0-357-02659-5 978-0-8400-6424-0 978-0-357-72221-3 N/A  A PATHWAY rels)  ISBN 978-0-914901-12-9 978-1-305-96480-8 978-0-357-62135-6 978-1-337-62425-8	1,373.00 Estimated Cost 95.00 147.00 206.00 195.00 643.00 2,016.00  1,373.00 Estimated Cost 49.00 133.00 194.00 135.00 511.00

TOTAL ESTIMATED MEDICAL ADMINISTRATIVE ASSISTANT DIPLOMA PROGRAM EXPENSE