

BUSINESS MANAGEMENT AND ENTREPRENEURSHIP

PROGRAM COSTS

ACCOUNTING SERVICES

➤ **1050 HOURS**

MEDICAL OFFICE

➤ **1050 HOURS**

EXECUTIVE ADMINISTRATIVE ASSISTANT

➤ **1050 HOURS**

ENTREPRENEURSHIP

➤ **1050 HOURS**

TUITION	In-District Half Day	In-District Full Day	Out-of-District Half Day	Out-of-District Full Day
1st Tuition Payment Due - 8/15/18	262.50	525.00	525.00	1,050.00
2nd Tuition Payment Due - 10/15/18	262.50	525.00	525.00	1,050.00
3rd Tuition Payment Due - 01/07/19	262.50	525.00	525.00	1,050.00
4th Tuition Payment Due - 3/11/19	262.50	525.00	525.00	1,050.00
Total Tuition	\$1,050.00	\$2,100.00	\$2,100.00	\$4,200.00

BOOKS & SUPPLIES * - Student should only purchase books & supplies when requested by the instructor.	APPROX COST	ACCOUNTING SERVICES	EXECUTIVE ADMINISTRATIVE ASSISTANT	MEDICAL OFFICE	ENTREPRENEURSHIP
CAN BE PURCHASED AT AUTRY					
College Accounting Chapters 1-12 (Optional) ISBN #9781305863385	171.00	X	X		X
Microsoft Word 2016 Comprehensive (Optional) ISBN #97813058701014	193.00	X	X	X	
Microsoft Excel 2016 Comprehensive (Optional) ISBN #9781305870727	193.00	X	X	X	X

*Subject to change without notification

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Microsoft Power Point 2016 Introductory (Optional) ISBN #9781305870796	99.00	X	X		X
Microsoft Access 2016 Comprehensive (Optional) ISBN #9781305870635	159.00	X	X		
Integrated Business Projects, 3rd Ed. (Optional) ISBN #9780538731096	78.00		X		
Medical Office Administration, 4e ISBN #9781455753185	93.00			X	
Payroll Accounting 2018 ISBN #9781337291057	242.00	X			
QuickBooks Pro 2018 ISBN #9781640610040	110.00	X	X		X
Getting Started in the Computerized Medical Office: Fundamentals and Practice, 2nd Ed., Textbook & Workbook ISBN # 97801111658120	193.00			X	
Step-by-Step Medical Coding, Text & Workbook, 2018 ISBN # 97803233569019	107.00			X	
Insurance Handbook for the Medical Office + Text + Workbook + Virtual Medical Office w/Access Card, 14th Ed. ISBN # 9780323481854	160.00			X	
Electronic Health Record, 3rd Ed. ISBN # 9780073402147	105.00			X	
Personal Finance College Edition ISBN # 978-1-936948-00-0	78.00	X	X	X	X
PCA: Mindtap the Administrative Professional ISBN # 9781305581197	160.00		X	X	
Business Management ISBN # 9781305661813	160.00	X	X		X
Total Books & Supplies - Optional not Included		\$590.00	\$508.00	\$896.00	\$348.00

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