

# BUSINESS MANAGEMENT & ENTREPRENEURSHIP PROGRAM COSTS

## ACCOUNTING SERVICES

➤ **1050 HOURS**

## EXECUTIVE ADMINISTRATIVE ASSISTANT

➤ **1050 HOURS**

## MEDICAL OFFICE

➤ **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 - 08/14/19	262.50	525.00	525.00	1,050.00
2nd Tuition Payment Due - 10/14/19	262.50	525.00	525.00	1,050.00
3rd Tuition Payment Due - 01/06/20	262.50	525.00	525.00	1,050.00
4th Tuition Payment Due - 03/09/20	262.50	525.00	525.00	1,050.00
<b>Total Tuition</b>	<b>\$1,050.00</b>	<b>\$2,100.00</b>	<b>\$2,100.00</b>	<b>\$4,200.00</b>

BOOKS & SUPPLIES * - Student should only purchase books & supplies when requested by the instructor.	APPROX COST	ACCOUNTING SERVICES	EXECUTIVE ADMINISTRATIVE ASSISTANT	MEDICAL OFFICE	ENTREPRENEURSHIP
<b>CAN BE PURCHASED AT AUTRY</b>					
College Accounting Chapters 1-12 (Optional) ISBN #9781305863385	171.00	X	X		X
Microsoft Word 2019 Comprehensive (Optional) ISBN # Pending	193.00	X	X	X	
Microsoft Excel 2019 Comprehensive (Optional) ISBN # Pending	193.00	X	X	X	X

\*Subject to change without notification

## PROGRAM COSTS

BOOKS & SUPPLIES * - Student should only purchase books & supplies when requested by the instructor.	APPROX COST	ACCOUNTING SERVICES	EXECUTIVE ADMINISTRATIVE ASSISTANT	MEDICAL OFFICE	ENTREPRENEURSHIP
Microsoft Power Point 2019 Introductory (Optional) ISBN # Pending	99.00	X	X		X
Microsoft Access 2019 Comprehensive (Optional) ISBN # Pending	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 2019 ISBN # 978133761976-9	242.00	X			
QuickBooks Pro 2019 ISBN # 978164061042-2	110.00	X	X		X
Getting Started in the Computerized Medical Office: Fundamentals and Practice, 2nd Ed., Workbook ISBN # 9781435438514	76.00			X	
MT 3-2-1- Code It! ISBN # 9780357140208	80.00			X	
Insurance Handbook for the Medical Office + Text + Workbook + Virtual Medical Office w/Access Card, 14th Ed. ISBN # 9780323481854	160.00			X	
Practice Medical Office ISBN # 9781259293702	60.00			X	
Personal Finance College Edition ISBN # 978-1-936948-00-0	78.00	X	X	X	X
Medical Terminology Online ISBN # 9780323370677	45.00			X	
Visible Body Courseware	50.00			X	
PCA: Mindtap the Administrative Professional ISBN # 9781305581197	160.00		X	X	
Business Management (Optional) ISBN # 9781305661813	160.00	X	X		X
Entrepreneurship (Optional) ISBN # 9780134324906	110.00				X
Total Books & Supplies - Optional not Included		\$430.00	\$348.00	\$802.00	\$188.00

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