

Business Technologies: Office Administration **Concentration, AAS 5 Semesters**

	TUITION:	UNIT	TOTAL
68	Credit Hours*	\$133.00	\$9,044.00
	*does not include any remedial courses	-	\$9,044.00
	FEES:		
	Technology Fee	\$9.00	\$747.00
	Special Building Fee	\$8.00	\$664.00
	Facility Fee	\$9.00	\$747.00
	Bond Surety Fee	\$1.00	\$83.00
	Graduation Fee/Diploma Fee	\$21.50	\$21.50
	Cap and Gown Fee	\$37.95_	\$37.95 \$2,300.45
			Ψ2,300.43
	TOOL AND SUPPLIES:	UNIT	TOTAL
QTY	TOOLS AND SUPPLIES		
1	USB Jump Drive	\$15.00	\$15.00
1	Calculator	\$15.00	\$15.00
1	Records Management Kit	\$130.00	\$130.00
		TOOL TOTAL	\$160.00
	CERTIFICATIONS:	UNIT	TOTAL
	Microsoft Word Certification Test	\$100.00	\$100.00
	Microsoft Access Certification Test	\$100.00	\$100.00
	Microsoft Excel Certification Test	\$100.00	\$100.00
	Quickbooks Certification Test	\$156.00	\$156.00
		-	\$456.00
	BOOKS:		
	Estimated Cost for Books		\$2,723.80
		-	\$2,723.80
	GRAND TOTAL		\$14,684.25