



**Estimated Program Cost  
(subject to change)**

<b>ADMINISTRATIVE OFFICE TECHNOLOGY Financial Service Diploma Emphasis-</b>								
10/14/21								
					<b>Term 1</b>	<b>Term 2</b>	<b>Term 3</b>	
<b>Fees</b>								
Tuition					1253.00	1253.00	1253.00	
Tech Fees					73.00	73.00	73.00	
Activity Fee					10.00	10.00	10.00	
Graduation Fee							52.00	
<b>Books/Supplies</b>								
Microsoft Windows 10 Simplified			9781119057154		20.00			
Cengage Unlimited Access Online (ebooks bundle)					230.00	carries over to 2nd		
	Professional Office Procedures (ebook)		9780135156643		0.00			
	How 14 (optional) (ebook)		9781305586963		0.00			
	Your Career How to make it Happen (ebook)		9780357366790			0.00		
Flash Drive					12.00			
Ear Buds					5.00			
<b>DIPLOMA AREA FINANCIAL SERVICE ASSISTANT</b>								
	Essentials of Business w/mindtap (ebook)		97813055625082				0.00	
	College Accounting w/ Quick Books (ebook)		9781305863385				0.00	
America Bankers Association: Today Teller			3016406				82.00	
<b>X = ebook /Cengage unlimited Access Code</b>								
					<b>TERM COST</b>	1603.00	1336.00	1470.00
					<b>PROGRAM COST</b>	4409.00		
<b>Tennessee sales tax applicable on all items except books and fees.</b>								