



TCAT

ELIZABETHTON

Administrative Office Technology Medical Administrative Assistant

12 months - 1,296 hours

Main Campus

Book, Tool, and Supply List

1st Trimester		10/17/2024
Tuition		
Tuition		\$1,357.00
Technology Access Fee		\$73.00
Student Activity Fee		\$10.00
Books and Instructional Materials		
	ISBN	Cost
Cengage Unlimited Access Online (ebooks bundle)		\$250.00
Bundle Includes:		
Professional Office Procedures (ebook)	9780135156643	
How 14 (optional) (ebook)	9781305586963	
Your Career How to make it Happen (ebook)	9781133849858	
Admin Office Bundle online Access (ebook)	9780357366790	
Supplies		
		Cost
Flash Drive		\$12.00
Ear Buds		\$14.50
Term Cost		\$1,716.50
2nd Trimester		
Tuition		
Tuition		\$1,357.00
Technology Access Fee		\$73.00
Student Activity Fee		\$10.00
Term Cost		\$1,440.00

3rd Trimester

Tuition

Tuition	\$1,357.00
Technology Access Fee	\$73.00
Student Activity Fee	\$10.00

Books and Instructional Materials	ISBN	Cost
Medical Term w/access card (ebook)	9781337123099	
Understanding Health Insurance (ebook)	9780357378649	
Administrative Medical Assistant SIM card	9780323883495	\$164.00
Electronic Health Records (Access Code)		
Simulation Practice Options:		
Step by Step Study Medical Coding 2020 ed w/ wb		\$135.00
Certification in Medical Admin Ast Study Guide Practice Exam		\$85.00
Certification in Electronic Health Records, Study Guide		\$85.00
Practice Guide		
Term Cost		\$1,909.00
TOTAL PROGRAM COST		\$5,065.50

Exams for Certification are \$105 each. Financial Aid will NOT cover.
Tennessee sales tax applicable on all items except books and fees.