

# Administrative Office Technology

## Bookstore/Supply List

	Item	Misc.	Order	Publisher	ISBN	Cost
1 <sup>st</sup> Trimester	<b><u>CENGAGE UNLIMITED- 24 month access</u></b>			Cengage	9780357700051	\$250.00
	<b><u>TESTING</u></b> <b><u>CRC exam</u></b>					\$40.00
2 <sup>nd</sup> Trimester	Continue with Cengage Unltd					
	<b><u>TESTING</u></b> <b><u>Desktop Pro/Microsoft OFFICE certification voucher</u></b>			TEST OUT		\$120.00
3 <sup>rd</sup> Trimester	Continue with Cengage Unltd					
	<b><u>*GRADUATION PACKAGE</u></b>					\$30.00 Tax 2.93