

PIONEER TECHNOLOGY CENTER  
 ADMINISTRATIVE ASSISTANT  
 ESTIMATED EXPENSE LIST  
 REVISED JUNE 2017 (AND SUBJECT TO CHANGE)



TUITION			EXPENSE
√	Enrollment Fee (Non-refundable)		25.00
√	Tuition: In-district		1260.00
√	Tuition: Out of district		2520.00
√	Tuition: Out of state		5040.00
BOOKS AND SUPPLIES		ISBN	
√	Microsoft Office 2013 Introduction	9781285166032	128.00
√	Microsoft Office 2013 Advanced	9781285166322	137.00
√	Microsoft Publisher 2013 Comprehensive	9781285167275	141.00
√	Gregg Reference Manual	9780073397108	86.00
√	Procedures and Theory	9781111575861	135.00
√	Uniform Shirt	N/A	23.00
√	Student Activity Fee	N/A	25.00
PRICES MAY VARY DUE TO CHANGES IN BOOK OR SUPPLY PRICES			

√= required, N/S = not a specific requirement, may use different ones, \*not required with Advanced Standing

*Note: Books can only be charged to Pell before the 1<sup>st</sup> day of the month that your first disbursement occurs. After that, all books must be paid for by student.  
 No refunds on opened or used books. Refunds are allowed 60 days from sale for any unused/unopened books.*



**career**tech

**ENHANCING LIVES, SECURING FUTURES**