



Estimated Cost Sheet

Date

1/3/2018

Phone #

731-424-0691

ATTN. STUDENTS, CASE MANAGERS, COUNSELORS

**ITEMS REQUIRED FOR PROGRAM AND/OR PRICES ARE SUBJECT TO CHANGE
WITHOUT NOTICE.**

**ISBN #'S LISTED ARE EFFECTIVE FOR PREVIOUS TRIMESTER UNLESS DATE
INDICATES UPCOMING TRIMESTER**

**TO DETERMINE COST PER TRIMESTER, ADD MAINTENANCE FEE, TECH FEE,
AND COST OF BOOKS AND SUPPLIES
FOR THAT TRIMESTER.**

NOTE TO INSTRUCTORS:

**CHANGES TO BOOKS/SUPPLIES OR TRIMESTER IN WHICH THEY ARE TAUGHT SHOULD BE INDICATED ON
THE COST SHEETS. IF NO CHANGES ARE NEEDED, YOU SHOULD INDICATE THAT. SIGN PAGE 1 AND
RETURN ALL PAGES TO THE BOOKSTORE CLERK BY THE DEADLINE GIVEN ON THE MEMO.**

| | | |
|----------------------------|----------------------------|----------------------|
| NO CHANGES _____ | CHANGES AS INDICATED _____ | Class/Program |
| INSTRUCTOR SIGNATURE _____ | | AOT-ADMIN ASSIST-HUM |

| Item | Description | Qty | Cost | Total |
|--------------------------|--|-----|----------|----------|
| | 1ST TRIMESTER | | | |
| 1025 | MAINT FEES | 1 | 1,169.00 | 1,169.00 |
| 1026 | TECH FEES | 1 | 67.00 | 67.00 |
| 1039 | STUDENT ACTIVITY FEE | 1 | 10.00 | 10.00 |
| AOT-HUM 1ST T... 9984 | CHARGE - ACT CENTER - FULL CAREER READINESS TEST | 1 | 30.00 | 30.00 |
| 1201 | KEYBOARDING MASTERY: ACCESS CODE (26.KBM) | 1 | 32.50 | 32.50 |
| 9781935080527 | TESTOUT DESKTOP PRO-ENGLISH 1.0.x | 1 | 141.70 | 141.70 |
| 9781111572198 | BUSINESS SKILLS EXERCISES, 5E | 1 | 49.40 | 49.40 |
| 9781337275101 | MINDTAP COLLEGE SUCCESS TOOLKIT (6 MONTHS) | 1 | 45.50 | 45.50 |
| 9781305119192 | MINDTAP OFFICE TECHNOLOGY FOR RECORDS MANAGEMENT (6 MONTHS) | 1 | 191.10 | 191.10 |
| 9781111575861 | PROCEDURES & THEORY FOR ADMINISTRATIVE PROFESSIONALS, 7E | 1 | 148.85 | 148.85 |
| 1128-2 | 8 GB-FLASHDRIVE-USB | 1 | 7.90 | 7.90T |

Subtotal

Sales Tax (9.75%)

Total



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| INSTRUCTOR SIGNATURE _____ | | | | AOT-ADMIN ASSIST-HUM | |
| Item | Description | Qty | Cost | Total | |
| 1101 | HEADSET AOT-HUM 1ST TRIMESTER BOOKS/SUPPLIES | 1 | 16.52 | 16.52 | |
| | | | | 663.47 | |
| | 2ND TRIMESTER | | | | |
| 1025 | MAINT FEES | 1 | 1,169.00 | 1,169.00 | |
| 1026 | TECH FEES | 1 | 67.00 | 67.00 | |
| 1039 | STUDENT ACTIVITY FEE | 1 | 10.00 | 10.00 | |
| AOT-HUM 2ND ... 9781305581203 | MINDTAP OFFICE TECHNOLOGY FOR THE ADMINISTRATIVE PROFESSIONAL: TECHNOLOGY AND PROCEDURES, VERSION 6 | 1 | 188.50 | 188.50 | |
| 9781305877757 | MINDTAP COMPUTING FOR ILLUSTRATED MICROSOFT OFFICE 365 & OFFICE 2016 | 1 | 153.40 | 153.40 | |
| | AOT-HUM 2ND TRIMESTER BOOKS/SUPPLIES | | | 341.90 | |

Subtotal

Sales Tax (9.75%)

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|----------------------------------|---|----------------------------|--------------------------|-------------------|--|
| INSTRUCTOR SIGNATURE _____ | | AOT-ADMIN ASSIST-HUM | | | |
| Item | Description | Qty | Cost | Total | |
| | 3RD TRIMESTER | | | | |
| 1025 | MAINT FEES | 1 | 1,169.00 | 1,169.00 | |
| 1026 | TECH FEES | 1 | 67.00 | 67.00 | |
| 1039 | STUDENT ACTIVITY FEE | 1 | 10.00 | 10.00 | |
| AOT-HUM 3RD ... 9781285167275 | MICROSOFT PUBLISHER 2013: COMPREHENSIVE, 1E | 1 | 188.18 | 188.18 | |
| 9781285462721 | INTEGRATED ACCOUNTING, 8E | 1 | 250.90 | 250.90 | |
| 9780840064240 | THE WORLD OF CUSTOMER SERVICE, 3E | 1 | 135.53 | 135.53 | |
| 1034 | CAP/GOWN/TASSEL W/INVITATIONS-TCAT STUDENTS | | 40.00 | 40.00 | |
| | AOT-HUM 3RD TRI-ADMIN ASSISTANT BOOKS/SUPPLIES | | | 614.61 | |
| | | | Subtotal | \$5,357.98 | |
| | | | Sales Tax (9.75%) | \$2.38 | |
| | | | Total | \$5,360.36 | |