Administrative Support Specialist
PCC Career Pathways Training

Term 1

Course Number	*Course Title*	*Credits*	*Books*	*Tuition*	*Tech Fee*	*Student Activity Fee*	*Additional Fees*	*Totals*
CAS 122	Keyboarding for Speed/Accuracy	3	$ 93.20	$ 237.00	$ 13.50	$ 5.10	$ 12.00	$ 363.80
CAS 170	Beginning Excel	3	$ 111.15	$ 237.00	$ 13.50	$ 5.10	$ 12.00	$ 381.75
CAS 216	Beginning Word	3	$ 124.55	$ 237.00	$ 13.50	$ 5.10	$ 12.00	$ 395.15
WR 121	English Composition	4	$ 133.15	$ 316.00	$ 18.00	$ 6.80		$ 477.95
Common Service Fee							$ 19.00	$ 19.00
Parking Permit							$ 50.00	$ 50.00
Total for Term 1		13	$ 462.05	$ 1,027.00	$ 58.50	$ 22.10	$ 105.00	$ 1,674.65

Term 2

Course Number	*Course Title*	*Credits*	*Books*	*Tuition*	*Tech Fee*	*Student Activity Fee*	*Additional Fees*	*Totals*
CAS 123	Production Keyboarding	3	$ 123.65	$ 237.00	$ 13.50	$ 5.10	$ 12.00	$ 394.25
CAS 217	Intermediate Word	3	$ 105.50	$ 237.00	$ 13.50	$ 5.10	$ 12.00	$ 376.10
CAS 231	Publisher	3	$ 88.40	$ 237.00	$ 13.50	$ 5.10	$ 12.00	$ 359.00
OS 220	Business Editing	4	$ 129.00	$ 316.00	$ 18.00	$ 6.80	$ 20.00	$ 493.80
Common Service Fee							$ 19.00	$ 19.00
Parking Permit							$ 50.00	$ 50.00
Total for Term 2		13	$ 446.55	$ 1,027.00	$ 58.50	$ 22.10	$ 125.00	$ 1,679.15

Grand Total for Term 1 & 2		26	$ 908.60	$ 2,054.00	$ 117.00	$ 44.20	$ 230.00	$ 3,353.80

***Online classes carry an additional fee of $20** $79.00 Per Credit

****NOTE:** The costs represented here are estimates and subject to change without notice.

** Tuition costs are set at the College rate