

Program Name: Administrative Office Specialist				
Program No: B070330			Program Hours: 1,050	
Tuition				
Resident Tuition Breakdown				
Tuition (As set by FLDOE)	Hourly Rate	\$2.44	1	\$2,562.00
Financial Aid Fee (As set by CTAE)	10%	\$0.24	1	\$252.00
Capital Improvement (As set by CTAE)	5%	\$0.12	1	\$126.00
Technology Fee (As set by CTAE)	5%	\$0.12	1	\$126.00
NOTE: Percentages are rounded DOWN to nearest cent.				
Non-Resident Tuition Breakdown				
Tuition (As set by FLDOE)	Hourly Rate	\$9.76	1	\$10,248.00
Financial Aid Fee (As set by CTAE)	10%	\$0.97	1	\$1,018.50
Capital Improvement (As set by CTAE)	5%	\$0.48	1	\$504.00
Technology Fee (As set by CTAE)	5%	\$0.48	1	\$504.00
NOTE: Percentages are rounded DOWN to nearest cent.				
Non-Resident Hourly Rate:	\$11.69	Resident Hourly Rate	\$2.92	
<u>Non-Resident Subtotal:</u>	\$12,274.50	<u>Resident Subtotal:</u>	\$3,066.00	
Lab Fees				
Resident and Non-Resident Hourly Rate:	\$0.20			
<u>Non-Resident Subtotal:</u>	\$210.00	<u>Resident Subtotal:</u>	\$210.00	
Miscellaneous Fees (Non-Taxable)				
		Unit Price	Units	Price
Drug Screen		\$50.00	1	\$50.00
Insurance - Accident		\$1.30	1	\$1.30
Insurance - Liability		\$15.20	1	\$15.20
CPR Instruction		\$25.00	1	\$25.00
Voucher Microsoft Certification		\$310.00	1	\$310.00
Voucher - Quickbooks		\$110.00	1	\$110.00
<u>Non-Resident Subtotal:</u>	\$511.50	<u>Resident Subtotal:</u>	\$511.50	
Miscellaneous Fees (Taxable - 7%)				
		Unit Price	Units	Price
Flashdrive		\$4.00	1	\$4.28
Earbuds		\$20.00	1	\$21.40
Uniforms		\$258.50	1	\$276.60
<u>Non-Resident Subtotal:</u>	\$302.28	<u>In State Subtotal:</u>	\$302.28	
Textbooks - (List Separately, Taxable - 7%)				
	ISBN / ID	Unit Price	Units	Price
New Perspectives on Microsoft Excel 2016 Introductory	9781305880405	\$190.00	1	\$203.30
New Perspectives on Microsoft Word 2016 Comp	9781305880979	\$190.00	1	\$203.30
New Perspectives on Microsoft PowerPoint 2016 Comp	9781305881235	\$190.00	1	\$203.30
Microsoft Publisher 2016 Complete	9781285167329	\$80.00	1	\$85.60
QuickBooks Fundamentals Learning Guide 2015	9780991100231	\$88.00	1	\$94.16
Integrated Business Projects	9780538731096	\$64.00	1	\$68.48
<u>Non-Resident Subtotal:</u>	\$858.14	<u>In State Subtotal:</u>	\$858.14	
Total Non-Resident Estimate	\$14,156.42	Total Resident Estimated	\$4,947.92	
ALL FEES ARE SUBJECT TO CHANGE		Tax Rate =	7%	