

Book & Tool List

BUSINESS TECHNOLOGY

Associate of Applied Science: Bookkeeping and Accounting Technology

Book List for AAS – Bookkeeping and Accounting Technology

Course	Course Title	Book Title	ISBN	Cost
BT 1117	Successful Workplace Communications	Gregg Reference Manual – Text Only, 11 th 11 Ed.	9780073397108	112.14
BT 1120	Introduction to Financial Accounting	Financial Accounting Principles (Etext), V5.0 Ed.	9781990337505	135.71
BT 1124	Computerized Accounting	QuickBooks Online: Basics, Academic Year 2025-2026, 25 Ed.	9781640616066	58.00
BT 1125	Bookkeeping for Business	Certified Bookkeeper Course Series – 6, 2025 Ed.	9781938741319	240.00
BT 1144	Business Document Processing	Microsoft 365 and Office 2021- MindTap, 23 Ed.	8220126383852	177.50
BT 2120	Bookkeeping and Accounting Capstone	Managerial Accounting (ETEXT/EWKBK), V4.0 Ed.	9781990337673	135.71
COMM 1101	Fundamentals of Oral Communication	Fund. Of Oral Communication Access Code	9781644850817	78.57
ENGL 1101	Writing and Rhetoric I	Perusall Access – Everyone's an Author W/R, 4 th Ed.	2818440009310	65.06
ECON 2201	Principles of Macroeconomics	Principles of Macroeconomics (with Norton Illumine Ebook, InQuizitive, Smartwork, and Office Hours), 4 th 23 Ed.	8220130942496	106.74
TGE 1140	Survey of Applied Mathematics	Xyz Homework Pass – Access, 24 Ed.	9798885071659	57.14
TOTAL				\$1,166.57

Course Fees for AAS – Bookkeeping and Accounting Technology

Course	Course Title	Fee
BT 1116	Professional Leadership Development	30.00
ECON 2201	Principles of Macroeconomics	30.00
MGT 2261	Legal Environment of Organizations	30.00
TGE 1140	Survey of Applied Mathematics	30.00

Course	Course Title	Fee
	TOTAL	\$120.00

Tools/Supplies for AAS – Bookkeeping and Accounting Technology

Quantity	Description	Cost
	Miscellaneous school supplies	100.00
	TOTAL	\$100.00

Summary

Tuition	\$17,828.00
Books	\$1,166.57
Fees	\$120.00
Tools/Supplies	\$100.00
Program Total	\$19,214.57

**Costs listed are estimations and should not be considered a guarantee.*