



Administrative Office Specialist

All Prices DO NOT include tax and are subject to change.

Uniform:

MTC Light Blue Polo Shirt	XS-XL	(\$24)
	2XL	(\$26)
	3XL-4XL	(\$29)

Textbooks Required:

OCP-A

- Formatting Business Documents Student Workbook
1-934422-50-9 (\$56)

OCP-B

- None

OCP-C

- QuickBooks Fundamentals 2018
978-1-942-41722-4 (\$118)

OCP-D

- None