

**APPLIED BUSINESS TECHNOLOGY ONLINE
TUITION & FEES AS OF APRIL 2011**

Medical Office Assistant Specialty								
Course	Credits	Tuition	Activity Fee	Society Fee	Textbook (add GST)	Software /Supplies	Cost Per Course	
		\$ 128.64						
			4%					
				\$ 16.07				
Resources for all courses								
Optional	Gregg Reference Manual 6th Canadian edition, Sabin et al.				\$ 70.00		\$ 70.00	
Optional	Dictionary (Merriam Webster)				\$ 35.00		\$ 35.00	
Required	Dictionary (Dorland's Medical)				\$ 68.00		\$ 68.00	
Courses								
	ABTO 100T Online Learner Success	0	\$ -	\$ -			\$ -	
	ABTO 101T Keyboarding I	1.5	\$ 192.96	\$ 7.72	\$ 116.00		\$ 316.68	
	ABTO 102T Keyboarding II	1	\$ 128.64	\$ 5.15	\$ 117.00		\$ 250.79	
	ABTO 104T Records Management	1	\$ 128.64	\$ 5.15	\$ 71.00		\$ 204.79	
	ABTO 106T Administrative Procedures	1.5	\$ 192.96	\$ 7.72	\$ 109.00		\$ 309.68	
	ABTO 108T Business Math and Calculators	1.5	\$ 192.96	\$ 7.72	\$ 74.00	\$ 90.00	\$ 364.68	
	ABTO 110T Business English	3	\$ 385.92	\$ 15.44	\$ 77.00		\$ 478.36	
	ABTO 112T Human Relations	1	\$ 128.64	\$ 5.15	\$ 107.00		\$ 240.79	
	ABTO 114T Word Processing I	1.5	\$ 192.96	\$ 7.72	\$ 124.00		\$ 324.68	
	ABTO 116T Word Processing II	1.5	\$ 192.96	\$ 7.72			\$ 200.68	
	ABTO 118T Computers and Internet	1.5	\$ 192.96	\$ 7.72			\$ 200.68	
	ABTO 190T Medical Administrative Procedures	2	\$ 257.28	\$ 10.29	\$ 179.00		\$ 446.57	
	ABTO 191T Medical Terminology I	1	\$ 128.64	\$ 5.15	\$ 121.00		\$ 254.79	
	ABTO 192T Medical Terminology II and Related Anatomy & Physiology	3	\$ 385.92	\$ 15.44			\$ 401.36	
	ABTO 193T Medical Terminology III - Pharmacology and Other Specialties	1	\$ 128.64	\$ 5.15			\$ 133.79	
	ABTO 194T Medical Transcription	2	\$ 257.28	\$ 10.29	\$ 136.00	\$ 100.00	\$ 503.57	
	ABTO 195T Clinical Procedures	2	\$ 257.28	\$ 10.29	\$ 101.00		\$ 368.57	
	ABTO 197T Manual Medical Billing	1	\$ 128.64	\$ 5.15			\$ 133.79	
	ABTO 198T Medical Billing Computerized	1	\$ 128.64	\$ 5.15		\$ 60.00	\$ 193.79	
Select two courses from the following electives:								
	ABTO 126T Job Search	1	\$ 128.64	\$ 5.15	\$ 57.00		\$ 190.79	
	ABTO 146T Outlook	1	\$ 128.64	\$ 5.15	\$ 85.00		\$ 218.79	
	ABTO 166T Transcription	1	\$ 128.64	\$ 5.15			\$ 133.79	
	Total	31	\$ 3,987.84	\$ 159.51		\$ 1,647.00	\$ 250.00	\$ 6,044.35
	20 Months of Society Fees							\$ 321.40
	Grand Total	31	\$ 3,987.84	\$ 159.51		\$ 1,647.00	\$ 250.00	\$ 6,365.75

|| All costs are subject to change without notice ||

NOTES:

- Society Fees will be charged at a monthly rate of \$16.07.
 - Add \$16.07 per 30-day training period.** This is a flat rate and does not change based on number of courses taken during any 30-day period. If a course runs longer than 30-days, student pays 2 X \$16.07
 - Maximum payable would be 10 X \$16.07 = \$160.70 if no classes start or end in July or August.
- The society fees will be automatically calculated and levied during the registration process.
- Not all textbooks are available at VIU so only estimate pricing is available.