

Book & Tool List

BUSINESS TECHNOLOGY

Associate of Applied Science: Hospitality Management

Book List for AAS – Hospitality Management

Course	Course Title	Book Title	ISBN	Cost
BT 1117	Successful Workplace Communications	Write for Work: Building Language Skills, 11 th Ed.	9781932436303	33.95
BT 1117	Successful Workplace Communications	Gregg Reference Manual – Text Only, 11 th 11 Ed.	9780073397108	65.30
BT 1120	Basic Accounting	College Accounting – MyAccountingLab Access, 15 th 23 Ed.	8220126469778	137.49
BT 1123	Financial Business Applications	12 th Edition w/MyLab Access	9780138055141	89.99
BT 1135	Employees and HR Principles	Human Resource Management	8220130912543	56.00
BT 1144	Business Document Processing	Cengage Unlimited – Access (1 Term), 18 Ed.	8220123493776	162.49
BT 1170	Computer Literacy and Business Software	Cengage Unlimited – Access (1 Term), 18 Ed.	8220123493776	162.49
BT 1171	Computerized Accounting	Quickbooks Online: COMP. 2024-25 Ed.	9781640615519	TBD
BT 1175	Harnessing Digital Data	Cengage Unlimited – Access (1 Term), 18 Ed.	8220123493776	162.49
BT 1191	Customer Service and Conflict Resolutions	Customer Service – Connect Access, 8 th 23 Ed.	9781265013646	193.13
ENGL 1101	Writing and Rhetoric I	Rules for Writers (Spiral), 10 th 22 Ed.	9781319244255	56.56
ENGL 1101	Writing and Rhetoric I	Everyone’s an Author: With Readings, MLA – W/Access, 4 th 23 Ed.	9781324045274	57.09
ENGL 1101	Writing and Rhetoric I	Dr. No: A Novel, 22 Ed.	9781644452080	6.99
COMM 1101	Fundamentals of Oral Communication	Fund. Of Oral Communication Access Code	9781644850817	78.57
MATH 1153	Statistical Reasoning	Intro Stats – MyStatLab w/eText (18 Weeks), 6 th 22 Ed.	9780136806899	135.70
MATH 1153	Statistical Reasoning	Intro Stats, 6 th 22 Ed.	9780136806868	85.99

PSYC 1101 (Obj. 6 Option)	Introduction to Psychology	Psychology – Achieve Read and Practice (1 Term), 14 th 24 Ed.	9781319489892	64.29
TOTAL				\$1,548.52

Course Fees for AAS – Hospitality Management

Course	Course Title	Fee
BT 1116	Professional Leadership Development	30.00
TGE 1257	Applied Ethics in Technology	60.00
TOTAL		\$90.00

Summary

Tuition	\$16,712.00
Books	\$1,548.52
Fees	\$90.00
Program Total	\$18,350.52

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