

Mendocino College

Business Office Technology Administrative Assistant

Program Level - Undergraduate certificate

Program Length - 36 weeks

COST

Q. How much will this program cost me?*

A. Tuition and fees: \$1,564
Books and supplies: \$815
On-campus room & board: *not offered*

What other costs are there for this program? ¹

For further program cost information, visit
<http://www.mendocino.edu/program/business-office-technology-administrative-assistant#>

* The amounts shown above include costs for the entire program, assuming normal time to completion. Note that this information is subject to change.

FINANCING

Q. What financing options are available to help me pay for this program?

A. Financing for this program may be available through grants, scholarships, loans (federal and private) and institutional financing plans. The median amount of debt for program graduates is shown below:

Federal loans: *
Private education loans: *
Institutional financing plan: *

* There were fewer than 10 graduates in this program. Median amounts are withheld to preserve the confidentiality of graduates.

SUCCESS

Q. How long will it take me to complete this program?

A. The program is designed to take 36 weeks to complete. Of those that completed the program in 2014-2015, *% finished in 36 weeks.

* Fewer than 10 students completed this program in 2014-15. The number who finished within the normal time has been withheld to preserve the confidentiality of the students.

Q. What are my chances of getting a job when I graduate?

A. The job placement rate for students who completed this program is *%.

* This institution is not currently required to calculate a job placement rate for program completers.



² For additional information related to this program and/or the information provided above. ²

Date Created: 8/16/2016

¹ Other costs for this program

No additional information provided.

² Additional information related to this program and/or the information provided above

No additional information provided.

³ More information on jobs related to this program

Executive Secretaries and Executive Administrative Assistants
<http://online.onetcenter.org/link/summary/43-6011.00>

Secretaries and Administrative Assistants, Except Legal, Medical, and Executive
<http://online.onetcenter.org/link/summary/43-6014.00>