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#### CATALOG SUPPLEMENT PUBLISHED AND EFFECTIVE FEBRUARY 8, 2023

This catalog supplement is part of the Arlington Career Institute school catalog.

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JON VECCHIO, Director ARLINGTON CAREER INSTITUTE

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#### COURT REPORTING STENO MACHINE PROGRAM TUITION AND FEES

Registration Fee Tuition	\$100 \$22,800
Books	\$22,800 \$655
Steno Machine and Case CATalyst Software	\$2,365
Lab Fees/Realtime Coach Access	\$1,500
<b>Total Cost of Program</b>	\$27,420

# **NOTE:** See ACI Catalog, page 8, for important information regarding the Court Reporting Steno Machine Program.

**NOTE:** Steno machine and textbook prices are subject to change by suppliers.

*Optional fees for Texas court reporting certification can be found at* <u>www.txcourts.gov/jbcc/court-reporters-certification/exam/</u> and <u>www.trca-online.com/</u>.

Optional fees for national court reporting certification can be found at <u>www.ncra.org/</u>.

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#### COURT REPORTING VOICE WRITING PROGRAM TUITION AND FEES

Registration Fee	\$100
Tuition	\$16,236
Books	\$465
*Voice Writing Equipment, Software, and Hardware	\$4,100
Lab Fees	\$820
<b>Total Cost of Program</b>	\$21,721

Voice Writing Equipment Includes:
Lenovo ThinkPad P15s G2 with i7/16GB/512SSD/W10P-64/3y
(includes custom setup and support)
Dragon Professional 15 Individual
Realtime Voice Writing Manual and Setup Files by Bettye Keyes
Talk Tech Smart Mic (SR Pro-1)
Andrea USB Mic Adapter (MA)
CAT Voice Software
<ul> <li>Prices and equipment subject to change</li> </ul>

*Optional fees for Texas court reporting certification can be found at* <u>www.txcourts.gov/jbcc/court-reporters-certification/exam/</u> and <u>www.trca-online.com/</u>.

*Optional fees for national verbatim reporting certification can be found at www.nvra.org/.* 

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#### PARALEGAL/LEGAL ASSISTANT PROGRAM TUITION AND FEES

Registration Fee Tuition Books and E-books Lab Fees	\$100 \$13,080 \$925 \$250
	φ250
Books and E-books	\$92.

**Total Cost of Program** 

\$14,355

Optional fees for national paralegal certification can be found at <u>www.nala.org/</u>.

#### ADMINISTRATIVE ASSISTANT PROGRAM TUITION AND FEES

Registration Fee	\$100
Tuition	\$8,456
Books	\$511
Lab Fees	\$250

**Total Cost of Program** \$ 9,317

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#### HVAC PROGRAM TUITION AND FEES

DESCRIPTION	COST
Registration Fee	\$100
*Tools and Supplies	\$1,350
Tuition	\$6,400
TOTAL COST OF PROGRAM	\$7,850

\*All students must purchase these items from ACI to ensure safety, uniformity, and authenticity. No exceptions under any circumstance will be made.

**Note to Students:** Please see page 44 of the school catalog for potential out-of-pocket costs related to attending the HVAC program.

For full refunds, ACI can withhold cost of the tools from the refund as long as they were necessary for the portion of the program attended and separately stated in the enrollment agreement. After the 72-hour cancellation privilege has expired, no refund is permitted nor will be given to the student for the cost of the tools and supplies. After the expiration of the 72-hour cancellation privilege, the tools and supplies become the property of the student.

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#### MEDICAL OFFICE SPECIALIST PROGRAM TUITION AND FEES

Registration Fee	\$100
Tuition	\$12,500
Books	\$1,809
Lab Fees	\$250
<b>Total Cost of Program</b>	\$14,659

#### MEDICAL ASSISTANT PROGRAM TUITION AND FEES

Registration Fee	\$100
Tuition	\$12,671
Books	\$1,158
Lab Fees	\$350
<b>Total Cost of Program</b>	\$14,279
	\$14,279

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#### NURSING ASSISTANT PROGRAM TUITION AND FEES

Registration Fee	\$50
Tuition	\$882
Books	\$63
<b>Total Cost of Program</b>	\$995

#### VOCATIONAL NURSING PROGRAM TUITION AND FEES

Registration Fee Tuition	\$100 \$18,600
Books	\$2,090
Lab Fees	\$500
<b>Total Cost of Program</b>	\$21,290

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#### **MISCELLANEOUS FEES**

Reentry Fee	\$25
ACI Transcript Fee	\$7
Replacement Diploma Fee	\$20
Texas High School Transcript	\$10
Out-of-State High School Transcript	\$15
GED – Texas	*Free
GED – Out of State	\$15
Texas College Transcript	\$15
Out-of-State College Transcript	\$20

\*If available on Texas GED website. If not, the fee is \$10.

NOTE: Textbook prices are subject to change by suppliers. All textbooks and equipment subject to applicable state sales tax.

ACI reserves the right to change tuition. Students are charged for their tuition by the program, and there will be no change in the tuition amount provided the student remains in school. Should a student withdraw from school and return at a later date, the student would be charged the current tuition rate, which may be different from the original tuition amount, for the remainder of the program. All equipment and textbooks are subject to applicable sales tax.

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