



51 U.S. Route 1, Suite K, Scarborough, ME 04074  
1010 Stillwater Ave., Bangor, ME 04401  
20 East Ave., Lewiston, ME 04240  
(800) 447-1151 | [www.NTINOW.edu](http://www.NTINOW.edu)

## Textbook Information

All book prices associated with the program of study are provided at the time of enrollment and also on the school's website at [ntinow.edu/consumer-information](http://ntinow.edu/consumer-information). The school does not operate a bookstore where books are sold individually; however, the school, in its interpretation of the HEOA amendment effective 7/1/10 has compiled and made available all of its individual book prices. A paper copy of this information is available upon request.

Please consult with your Admission's Representative or Financial Aid Officer.

## Textbook/Equipment Borrowing Policy for Students Awaiting Pell Grant Disbursement

All registered students who have extra financial aid funds (Pell Grant) remaining after their tuition and fees have been paid, will receive a "financial aid refund" paid directly to them. All direct payments made to the student will be made 14 days from "disbursement date" after 50% attendance / credit completion is made in the student's program.

For any Northeast Technical Institute student awaiting a financial aid refund needing textbooks, tools, or any materials required to progress in the program, the student may borrow items from the School at no charge. The student also may purchase any borrowed textbook, equipment, or material during his/her training period (for cost information: [ntinow.edu/disclosure](http://ntinow.edu/disclosure)).

### Item Pickup:

Students are encouraged to give the School advanced notice of up to three business days for any item he/she needs to borrow. Students request / check out items with Reception at any of its campuses with their school ID card and acknowledge receipt of the item being borrowed. If an item is not available to the student upon his/her request, the School may take up to 3 business days to deliver the item to the student.

### Borrowing Period

30 Days or up to the end of each course within the student's program.

### Returning Borrowed Materials

Borrowed items are expected to be returned in satisfactory condition to the Reception area, Administrative Assistants at each campus. A replacement fee may be applied to the student's account if an item is not returned in satisfactory condition and must be paid to the school prior to the student's graduation. If the student fails to pay the fee, he/she will not be issued a Career Diploma or transcripts until the student has paid the replacement fee.

# Clinical Medical Assistant I

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
PRO– MED	Professional Dev Of Allied Health	Improve your Written English Skills. Marion Field & Using Words Well. Robert G. Turner Jr. & Patricia Dawson Turner. Writing Effective Communications. Robert G. Turner Jr. & Patricia Dawson Turner.	978-1-84803-330-6	NTI RENTAL– 3 RING BINDER	N/C
CSC-101	Electronic Health Records	Electronic Health Records. Byron R. Hamilton.	978-0-07-340214-7	\$43.99	NTI RENTAL \$10
SCI-104	Pharmacology for Allied Health	Pharmacology for Technicians 3rd Edition. Don A. Ballington. Mary M. Laughlin	0-7638-2211-6	\$12.99	NTI RENTAL \$10
HIT-203	Medical Coding I	-2-1 Code it! 3rd Edition. Michelle A. Green	978-1-111-54058-6	\$11.44	NTI RENTAL \$10
HIT-204	Medical Coding II	2016 Step-By-Step medical Coding. Carol Buck. 2016 Step-by-Step Medical Coding Workbook. Carol Buck	978-0-323-38919-8 & 978-0-323-38921-1	\$140	Student Purchases
HIT-204	Medical Coding II	2016 Step-By-Step medical Coding. Carol Buck. 2016 Step-by-Step Medical Coding Workbook. Carol Buck	978-0-323-38919-8 & 978-0-323-38921-1	\$140	Student Purchases
BUS-121	Business Writing	Improve your Written English Skills. Marion Field & Using Words Well. Robert G. Turner Jr. & Patricia Dawson Turner. Writing Effective Communications. Robert G. Turner Jr. & Patricia Dawson Turner. Organizing, Researching, and Illustrating Your Materials. Robert G. Turner. Writing the Report. Robert G. Turner. Proposals and Special Projects. Robert G. Turner.	978-1-84803-330-6	NTI RENTAL - 3 RING BINDER	N/C
HIT-109	HIPAA & Legal Aspects	Legal Aspects of Health Information Management -Dana C. McWay	978-0-7668-2520-8	\$11.40	NTI Rental \$10
SCI-107	Medical Terminology	Terminology for Health Professionals 6th Edition. Carolee Sormunen	978-1-428-37634-2	\$46.99	NTI Rental \$10
HIT-011	Medical Billing	Understanding Health Insurance. A guide to Billing and Reimbursement. Michelle A. Green. JoAnn C. Rowell	978-1-111-03518-1	\$31.67	NTI Rental \$10
SCI-135	Anatomy and Physiology I	Body Structures & Functions 11th Edition. Ann Senisi Scott & Elizabeth Fong	978-1-4283-0419-2	\$67.49	NTI Rental \$10
SCI-136	Anatomy and Physiology II	Body Structures & Functions 11th Edition. Ann Senisi Scott & Elizabeth Fong.	978-4283-0419-2	67.49	NTI Rental \$10
CSC-110	The Microcomputer/ Applications	Microsoft Excel 2010, Basis. Microsoft Outlook 2010, Basic. & Our Digital World. Introduction to Computing. John Gordon. Karen Lankisch. Nancy Muir. Denise Seguin. Anita Verno.	1-4260-2153-4. 1-4260-2114-3.1-4260-2162-3 & 978-0-76383-750-1	\$69.31 (For All 4 ).	NTI Rental \$10
CLC- 001	Medical Assisting Skills	Clinical Medical Assisting 5th Edition. Judy Kronenberger & Clinical Medical Assisting 5th Edition Study Guide. Judy Kronenberger	978-1-496-30238-0 & 978-1496318619	\$92.75 & \$ 40.86	Student Purchases
CLC-PH1	Phlebotomy Skills	Phlebotomy Essentials 6th Edition. Ruth E. McCall & Cathee M. Tankersley & Student Workbook - Phlebotomy Essentials 6th Edition. Ruth E. McCall & Cathee M. Tankersley	9781451194524 & 9781451194531	\$50.82 & \$31.10	Student Purchases
CLC-EKG	ECG/EKG	EKG Student Handout	N/A	N/A	N/C

## Clinical Medical Assistant II

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
PRO-MED	Professional Dev Of Allied Health	Improve your Written English Skills. Marion Field & Using Words Well. Robert G. Turner Jr. & Patricia Dawson Turner. Writing Effective Communications. Robert G. Turner Jr. & Patricia Dawson Turner.	978-1-84803-330-6	NTI RENTAL - 3 RING BINDER	N/C
CSC-101	Electronic Health Records	Electronic Health Records. Byron R. Hamilton	978-0-07-340214-7	\$43.99	NTI Rental \$10
SCI- 104	Pharmacology for Allied Health	Pharmacology for Technicians 3rd Edition. Don A. Ballington. Mary M. Laughlin	0-7638-2211-6	\$12.99	NTI Rental \$10
HIT-203	Medical Coding I	3-2-1 Code it! 3rd Edition. Michelle A. Green	978-1-111-54058-6	\$11.44	NTI Rental \$10
HIT-204	Medical Coding II	2016 Step-By-Step medical Coding. Carol Buck. 2016 Step-by-Step Medical Coding Workbook. Carol Buck	978-0-323-38919-8 & 978-0-323-38921-1	\$140	Student Purchase
BUS-121	Business Writing	Improve your Written English Skills. Marion Field & Using Words Well. Robert G. Turner Jr. & Patricia Dawson Turner. Writing Effective Communications. Robert G. Turner Jr. & Patricia Dawson Turner. Organizing, Researching, and Illustrating Your Materials. Robert G. Turner. Writing the Report. Robert G. Turner. Proposals and Special Projects. Robert G. Turner.	978-1-84803-330-6	NTI RENTAL - 3 RING BINDER	N/C
HIT-109	HIPAA & Legal Aspects	Legal Aspects of Health Information Management -Dana C. McWay	978-0-7668-2520-8	\$11.40	NTI Rental \$10
SCI-107	Medical Terminology	Terminology for Health Professionals 6th Edition. Carolee Sormunen	978-1-428-37634-2	\$46.99	NTI Rental \$10
HIT-011	Medical Billing	Understanding Health Insurance. A guide to Billing and Reimbursement. Michelle A. Green. JoAnn C. Rowell	978-1-111-03518-1	\$31.67	NTI Rental \$10
SCI-135	Anatomy and Physiology I	Body Structures & Functions 11th Edition. Ann Senisi Scott & Elizabeth Fong	978-1-4283-0419-2	\$67.49	NTI Rental \$10
SCI-136	Anatomy and Physiology II	Body Structures & Functions 11th Edition. Ann Senisi Scott & Elizabeth Fong	978-1-4283-0419-2	\$67.49	NTI Rental \$10
CSC-110	The Microcomputer/ Applications	Microsoft Excel 2010, Basic. Microsoft Outlook 2010, Basic. Microsoft Word 2010. Basic. & Our Digital World. Introduction to Computing. Jon Gordon. Karen Lankisch. Nancy Muir. Denise Seguin. Anita Verno.	1-4260-2153-4. 1-4260-2114-3.1-4260-2162-3 & 978-0-76383-750-1	\$51.00 (FOR ALL 4) -\$16.75 for each Microsoft Book (3) & \$0.75 for other book.	NTI Rental \$10
CLC- 001	Medical Assisting Skills	Clinical Medical Assisting 5th Edition. Judy Kronenberger & Clinical Medical Assisting 5th Edition Study Guide. Judy Kronenberger	978-1-496-30238-0 & 978-1496318619	\$92.75 & \$ 40.86	Student Purchase
CLC-PH1	Phlebotomy Skills	Phlebotomy Essentials 6th Edition. Ruth E. McCall & Cathee M. Tankersley & Student Workbook - Phlebotomy Essentials 6th Edition. Ruth E. McCall & Cathee M. Tankersley	9781451194524 & 9781451194531	\$50.82 & \$31.10	Student Purchase
CLC-EKG	ECG/EKG	EKG Student Handout	N/A	N/A	N/C

## Medical Laboratory Assistant I

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
CLC-ML1	Medical Laboratory Skills I	Phlebotomy Essentials 6th Edition. Ruth E. McCall & Cathee M. Tankersley & Student Workbook - Phlebotomy Essentials 6th Edition. Ruth E. McCall & Cathee M. Tankersley	9781451194524 & 9781451194531	\$50.82 & 31.10	Student Purchase
EHR-101	Electronic Health Records	Electronic Health Records. Byron R. Hamilton	978-0-07-340214-7	\$43.99	NTI Rental \$10
PRO-MLA	Prof. Development for MLA	Communication Skills. Preparing for Career Success. 3rd Edition. Thomas Cheesebro. Linda O'Connor. Francisco Rios.	0-13-232796-1	\$27.89	NTI Rental \$10
CLC-MLA2	Medical Laboratory Skills II	Introduction to the Clinical Laboratory, Introduction to Hematology, Introduction to Urinalysis, Introduction to Clinical Microbiology. Preparing and Staining Smears for Blood Parasites	Introduction to the Clinical Laboratory, Introduction to Hematology, Introduction to Urinalysis, Introduction to Clinical Microbiology. Preparing and Staining Smears for Blood Parasites	NTI RENTAL - 3 RING BINDER	N/C

## Medical Laboratory Assistant II

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
SCI-135	Anatomy and Physiology I	Body Structures & Functions 11th Edition. Ann Senisi Scott & Elizabeth Fong	978-1-4283-0419-2	\$67.49	NTI Rental \$10
SCI-136	Anatomy and Physiology II	Body Structures & Functions 11th Edition. Ann Senisi Scott & Elizabeth Fong	978-1-4283-0419-2	\$67.49	NTI Rental \$10
SCI-107	Medical Terminology	Terminology for Health Professionals 6th Edition. Carolee Sormunen	978-1-428-37634-2	\$46.99	NTI Rental \$10
HIT-109	HIPAA & Legal Aspects	Legal Aspects of Health Information Management -Dana C. McWay	978-0-7668-2520-8	\$11.40	NTI Rental \$10
BUS-121	Business Writing	Improve your Written English Skills. Marion Field & Using Words Well. Robert G. Turner Jr. & Patricia Dawson Turner. Writing Effective Communications. Robert G. Turner Jr. & Patricia Dawson Turner. Organizing, Researching, and Illustrating Your Materials. Robert G. Turner. Writing the Report. Robert G. Turner. Proposals and Special Projects. Robert G. Turner.	978-1-84803-330-6	NTI RENTAL - 3 RING BINDER	N/C
EHR-101	Electronic Health Records	Electronic Health Records. Byron R. Hamilton	978-0-07-340214-7	\$43.99	NTI Rental \$10
PRO-MLA	Prof. Development for MLA	Communication Skills. Preparing for Career Success. 3rd Edition. Thomas Cheesebro. Linda O'Connor. Francisco Rios.	0-13-232796-1	\$27.89	NTI Rental \$10
CLC-ML1	Medical Laboratory Skills I	Phlebotomy Essentials 6th Edition. Ruth E. McCall & Cathee M. Tankersley & Student Workbook - Phlebotomy Essentials 6th Edition. Ruth E. McCall & Cathee M. Tankersley	9781451194524 & 9781451194531	\$80.74 & \$35.14	Student Purchases
CLC-MLA2	Medical Laboratory Skills II	Introduction to the Clinical Laboratory, Introduction to Hematology, Introduction to Urinalysis, Introduction to Clinical Microbiology. Preparing and Staining Smears for Blood Parasites	Introduction to the Clinical Laboratory, Introduction to Hematology, Introduction to Urinalysis, Introduction to Clinical Microbiology. Preparing and Staining Smears for Blood Parasites	3 RING BINDER	N/C

## Phlebotomy/EKG

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
CLC-PH1	Phlebotomy Skills	Phlebotomy Essentials 6th Edition. Ruth E. McCall & Cathee M. Tankersley & Student Workbook– Phlebotomy Essentials 6th Edition . Ruth E. McCall & Cathee M. Tankersley	9781451194524 & 9781451194531	\$50.82 & \$31.10	Student Purchases
CLC-EK1	ECG/EKG	EKG Student Handout	N/A	N/A	N/C
HIT-109	HIPAA & Legal Aspects	Legal Aspects of Health Information Management– Dana C. McWay	978-0-7668-2520-8	\$11.40	NTI Rental \$10

## Medical Coding and Billing

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
HIT-109	HIPPA & Legal Aspects	Legal Aspects of Health Information Management -Dana C. McWay	978-0-7668-2520-8	\$11.40	NTI Rental \$10
EHR-101	Electronic Health Records	Electronic Health Records. Byron R. Hamilton	978-0-07-340214-7	\$43.99	NTI Rental \$10
SCI-107	Medical Terminology	Terminology for Health Professionals 6th Edition. Carolee Sormunen	978-1-428-37634-2	\$46.99	NTI Rental \$10
HIT-011	Medical Billing	Understanding Health Insurance. A guide to Billing and Reimbursement. Michelle A. Green. JoAnn C. Rowell	978-1-111-03518-1	\$31.67	NTI Rental \$10
HIT-203	Medical Coding I	3-2-1 Code it! 3rd Edition. Michelle A. Green	978-1-111-54058-6	\$11.44	NTI Rental \$10
HIT-204	Medical Coding II	2016 Step-By-Step medical Coding. Carol Buck. 2016 Step-by-Step Medical Coding Workbook. Carol Buck	978-0-323-38919-8 & 978-0-323-38921-1	\$140	NTI Rental \$10
CSC-110	The Microcomputer/ Applications	Microsoft Excel 2010, Basic. Microsoft Outlook 2010, Basic. Microsoft Word 2010. Basic. & Our Digital World. Introduction to Computing. Jon Gordon. Karen Lankisch. Nancy Muir. Denise Seguin. Anita Verno.	1-4260-2153-4. 1-4260-2114-3. 1-4260-2162-3 & 978-0-76383-750-1	\$51.00 (FOR ALL 4) -\$16.75 for each Microsoft Book (3) & \$0.75 for other book.	NTI Rental \$10
SCI-135	Anatomy and Physiology I	Body Structures & Functions 11th Edition. Ann Senisi Scott & Elizabeth Fong	978-1-4283-0419-2	\$67.49	NTI Rental \$10
SCI-104	Pharmacology for Allied Health	Pharmacology for Technicians 3rd Edition. Don A. Ballington. Mary M. Laughlin	0-7638-2211-6	\$21.50	NTI Rental \$10
PRO-MED	Professional Dev. For Allied Health	Improve your Written English Skills. Marion Field & Using Words Well. Robert G. Turner Jr. & Patricia Dawson Turner. Writing Effective Communications. Robert G. Turner Jr. & Patricia Dawson Turner.	978-1-84803-330-6	NTI RENTAL- 3 RING BINDER	N/C
BUS-121	Business Writing	Improve your Written English Skills. Marion Field & Using Words Well. Robert G. Turner Jr. & Patricia Dawson Turner. Writing Effective Communications. Robert G. Turner Jr. & Patricia Dawson Turner. Organizing, Researching, and Illustrating Your Materials. Robert G. Turner. Writing the Report. Robert G. Turner. Proposals and Special Projects. Robert G. Turner.	978-1-84803-330-6	NTI RENTAL- 3 RING BINDER	N/C

## Medical Office Assistant I

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
HIT-109	HIPPA & Legal Aspects	Legal Aspects of Health Information Management -Dana C. McWay	978-0-7668-2520-8	\$11.40	NTI Rental \$10
EHR-101	Electronic Health Records	Electronic Health Records. Byron R. Hamilton	978-0-07-340214-7	\$43.99	NTI Rental \$10
SCI-107	Medical Terminology	Terminology for Health Professionals 6th Edition. Carolee Sormunen	978-1-428-37634-2	\$46.99	NTI Rental \$10
HIT-011	Medical Billing	Understanding Health Insurance. A guide to Billing and Reimbursement. Michelle A. Green. JoAnn C. Rowell	978-1-111-03518-1	\$31.67	NTI Rental \$10
HIT-203	Medical Coding I	3-2-1 Code it! 3rd Edition. Michelle A. Green	978-1-111-54058-6	\$2.26	NTI Rental \$10



## Medical Office Assistant II

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
HIT-109	HIPPA & Legal Aspects	Legal Aspects of Health Information Management -Dana C. McWay	978-0-7668-2520-8	\$11.40	NTI Rental \$10
EHR-101	Electronic Health Records	Electronic Health Records. Byron R. Hamilton	978-0-07-340214-7	\$43.99	NTI Rental \$10
SCI-107	Medical Terminology	Terminology for Health Professionals 6th Edition. Carolee Sormunen	978-1-428-37634-2	\$46.99	NTI Rental \$10
SCI-135	Anatomy and Physiology I	Body Structures & Functions 11th Edition. Ann Senisi Scott & Elizabeth Fong	978-1-4283-0419-2	\$148.95	NTI Rental \$10
SCI-104	Pharmacology for Allied Health	Pharmacology for Technicians 3rd Edition. Don A. Ballington. Mary M. Laughlin	0-7638-2211-6	\$12.99	NTI Rental \$10
HIT-011	Medical Billing	Understanding Health Insurance. A guide to Billing and Reimbursement. Michelle A. Green. JoAnn C. Rowell	978-1-111-03518-1	\$31.67	NTI Rental \$10
HIT-203	Medical Coding I	3-2-1 Code it! 3rd Edition. Michelle A. Green	978-1-111-54058-6	\$2.26	NTI Rental \$10
CSC-110	The Microcomputer/ Applications	Microsoft Excel 2010, Basic. Microsoft Outlook 2010, Basic. Microsoft Word 2010. Basic. & Our Digital World. Introduction to Computing. Jon Gordon. Karen Lankisch. Nancy Muir. Denise Seguin. Anita Verno.	1-4260-2153-4. 1-4260-2114-3.1-4260-2162-3 & 978-0-76383-750-1	\$51.00 (FOR ALL 4) -\$16.75 for each Microsoft Book (3) & \$0.75 for other book.	NTI Rental \$10
BUS-121	Business Writing	Improve your Written English Skills. Marion Field & Using Words Well. Robert G. Turner Jr. & Patricia Dawson Turner. Writing Effective Communications. Robert G. Turner Jr. & Patricia Dawson Turner. Organizing, Researching, and Illustrating Your Materials. Robert G. Turner. Writing the Report. Robert G. Turner. Proposals and Special Projects. Robert G. Turner.	978-1-84803-330-6	NTI RENTAL- 3 RING BINDER	N/C
PRO-MED	Professional Dev. For Allied Health	Improve your Written English Skills. Marion Field & Using Words Well. Robert G. Turner Jr. & Patricia Dawson Turner. Writing Effective Communications. Robert G. Turner Jr. & Patricia Dawson Turner.	978-1-84803-330-6	NTI RENTAL- 3 RING BINDER	N/C

## Computer Repair Technician

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
ITC-IC3	Internet and Computing	N/A	N/A	N/A	N/A
ITC-AP-03	PC Pro A+ Part 1	CompTIA A+ Complete Study Guide: Exams 220-901 and 220-902 3rd Edition by Quentin Docter (Author), Emmett	978-1119137856	\$29.37	NTI Rental \$20.00
ITC-AP-04	PC Pro A+ Part 2	N/A	N/A	N/A	N/A
PRO-ITC	Professional Development for IT	N/A	N/A	N/A	N/A

## Desktop Support Technician

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
ITC-IC3	Internet and Computing	N/A	N/A	N/A	N/A
ITC-AP-03	PC Pro A+ Part 1	CompTIA A+ Complete Study Guide: Exams 220-901 and 220-902 3rd Edition by Quentin Docter (Author), Emmett Dulaney (Author), Toby Skandier (Author)	978-1119137856	\$29.37	NTI Rental \$20.00
ITC-AP-04	PC Pro A+ Part 2	N/A	N/A	N/A	N/A
ITC-NP-01	Network+	CompTIA Network+ Study Guide: Exam N10-006 (Comptia Network + Study Guide Authorized Courseware) 3rd Edition by Todd Lammle (Author)	978-1119021247	\$35.63	NTI Rental \$20.00
ITC-MC-13	Windows Client Professional	MCSA Microsoft Windows 8.1 Complete Study Guide: Exams 70-687, 70-688, and 70-689 1st Edition by Jeffrey R. Shapiro (Author)	978-1118556870	\$30.90	NTI Rental \$20.00
PRO-ITC	Professional Development for IT	N/A	N/A	N/A	N/A

## Network Administration and Design

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
ITC-IC3	Internet and Computing	N/A		N/A	N/A
ITC-AP-03	PC Pro A+ Part 1	CompTIA A+ Complete Study Guide: Exams 220-901 and 220-902 3rd Edition by Quentin Docter (Author), Emmett Dulaney (Author), Toby Skandier (Author)	978-1119137856	\$29.37	NTI Rental \$20.00
ITC-AP-04	PC Pro A+ Part 2	N/A		N/A	N/A
ITC-NP-01	Network+	CompTIA Network+ Study Guide: Exam N10-006 (Comptia Network + Study Guide Authorized Courseware) 3rd Edition by Todd Lammle (Author)	978-1119021247	\$35.63	NTI Rental \$20.00
ITC-MC-13	Windows Client Professional	MCSA Microsoft Windows 8.1 Complete Study Guide: Exams 70-687, 70-688, and 70-689 1st Edition by Jeffrey R. Shapiro (Author)	978-1118556870	\$30.90	NTI Rental \$20.00
PRO-ITC	Professional Development for IT	N/A		N/A	N/A
ITC-MC-15	Windows Server, Installing & Configuring	MCSA Windows Server 2012 R2 Complete Study Guide: Exams 70-410, 70-411, 70-412 2nd Edition by William Panek (Author)	978-1118859919	\$67.19	NTI Rental \$20.00
ITC-MC-16	Windows Server, Administering	N/A	N/A	N/A	N/A
ITC-MC-18	Windows Server, Configuring Advanced Services	N/A	N/A	N/A	N/A

## Network Specialist

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
ITC-IC3	Internet and Computing	N/A	N/A	N/A	N/A
ITC-AP-03	PC Pro A+ Part 1	CompTIA A+ Complete Study Guide: Exams 220-901 and 220-902 3rd Edition by Quentin Docter (Author), Emmett Dulaney (Author), Toby Skandier (Author)	978-1119137856	\$29.37	NTI Rental \$20.00
ITC-AP-04	PC Pro A+ Part 2	N/A	N/A	N/A	N/A
ITC-NP-01	Network+	CompTIA Network+ Study Guide: Exam N10-006 (CompTIA Network + Study Guide Authorized Courseware) 3rd Edition by Todd Lammle (Author)	978-1119021247	\$35.63	NTI Rental \$20.00
ITC-MC-13	Windows Client Professional	MCSA Microsoft Windows 8.1 Complete Study Guide: Exams 70-87, 70-688, and 70-689 1st Edition by Jeffrey R. Shapiro (Author)	978-1118556870	\$30.90	NTI Rental \$20.00
PRO-ITC	Professional Development for IT	N/A	N/A	N/A	N/A
ITC-MC-15	Windows Server, Installing & Configuring	MCSA Windows Server 2012 R2 Complete Study Guide: Exams 70-410, 70-411, 70-412 2nd Edition by William Panek (Author)	978-1118859919	\$67.19	NTI Rental \$20.00
ITC-MC-16	Windows Server, Administering	N/A	N/A	N/A	N/A
ITC-MC-18	Windows Server, Configuring Advanced Services	N/A	N/A	N/A	N/A
ITC-SC-02	Security+	CompTIA Security+ Study Guide: SY0-401 6th Edition by Emmett Dulaney (Author), Chuck Easttom (Author)	978-1118875070	\$34.11	NTI Rental \$20.00
ITC-CC-21	Interconnecting Cisco Networking Devices (ICND1)	Cisco CCNA routing and Switching ICND1 100-101, ICND2 200-101 Academic Edition (Set of two Books) (Official Cert Guide) 1st edition	978-1587144875	\$85.50	NTI Rental \$20.00
ITC-CC-22	Interconnecting Cisco Networking	N/A	N/A	N/A	N/A

## Information Technologist

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
ITC-IC3	Internet and Computing	N/A	N/A	N/A	N/A
ITC-AP-03	PC Pro A+ Part 1	CompTIA A+ Complete Study Guide: Exams 220-901 and 220-902 3rd Edition by Quentin Docter (Author), Emmett	978-1119137856	\$29.37	NTI Rental \$20.00
ITC-AP-04	PC Pro A+ Part 2	N/A	N/A	N/A	N/A
ITC-NP-01	Network+	CompTIA Network+ Study Guide: Exam N10-006 (Comptia Network + Study Guide Authorized Courseware) 3rd Edition	978-1119021247	\$35.63	NTI Rental \$20.00
ITC-MC-13	Windows Client Professional	MCSA Microsoft Windows 8.1 Complete Study Guide: Exams 70-687, 70-688, and 70-689 1st Edition by Jeffrey R. Shapiro (Author)	978-1118556870	\$30.90	NTI Rental \$20.00
PRO-ITC	Professional Development for IT	N/A	N/A	N/A	N/A
ITC-MC-15	Windows Server, Installing & Configuring	MCSA Windows Server 2012 R2 Complete Study Guide: Exams 70-410, 70-411, 70-412 2nd Edition by William Panek (Author)	978-1118859919	\$67.19	\$20.00
ITC-MC-16	Windows Server, Administering	N/A	N/A	N/A	N/A
ITC-MC-18	Windows Server, Configuring Advanced Services	N/A	N/A	N/A	N/A
ITC-SC-02	Security+	CompTIA Security+ Study Guide: SY0-401 6th Edition by Emmett Dulaney (Author), Chuck Easttom (Author)	978-1118875070	\$34..11	NTI Rental \$20.00
ITC-CC-21	Interconnecting Cisco Networking Devices (I CND1)	Cisco CCNA routing and Switching ICND1 100-101, ICND2 200-101 Academic Edition (Set of two Books) (Official Cert Guide) 1st	978-1587144875	\$85.50	NTI Rental \$20.00
ITC-CC-22	Interconnecting Cisco Networking Devices (I CND2)	N/A	N/A	N/A	N/A
ITC-LP-02	Linux+	CompTIA Linux+ Powered by Linux Professional Institute Study Guide: Exam LX0-103 and Exam LX0-104 (Comptia Linux + Study Guide) by Christine Bresnahan	978-1119021216	\$39.76	NTI Rental \$20.00 \$20.00
ITC-CC-31	Implementing Cisco IP Routing	CCNP Routing and Switching v2.0 Official Cert Guide Library 1st Edition by Kevin Wallace (Author), David Hucaby (Author),	978-1587206634	\$133.27	NTI Rental \$20.00
ITC-CC-32	Implementing Cisco IP Switched Networks	N/A	N/A	/A	N/A
ITC-CC-33	Troubleshooting and Maintaining	N/A	N/A	N/A	N/A

## CDL A

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
CDL-1BC	Introduction to Commercial Driving	NTI CDL Training Manual	N/A	N/A	N/A
CDL-1BY	Basic Yard Maneuvers & Observation	N/A	N/A	N/A	N/A
CDL-1BR	Basic Road Driving	N/A	N/A	N/A	N/A

## CDL B

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
CDL-1BB	Introduction to CDL- B Driving	NTI CDL Training Manual	N/A	N/A	N/A
CDL-1BD	Basic Yard Maneuvers & Observation	N/A	N/A	N/A	N/A
CDL-2BR	Basic Road Driving for CDL-B	N/A	N/A	N/A	N/A



# HVAC/R

Course #	Course Name	Textbook Name & Author	ISBN#	Retail Price	Rental Price
HVAC-01AC	Intro to Air Conditioning/ Charging & Recovery	Refrigeration and Air Conditioning Technology 6th Edition, w/CD. Whitman, Johnson,.	9781428319363	\$70.18	N/A
HVAC-02CETP	Gas & Propane (CETP)	NFPA-54 Gas Code Book	N/A	\$58.50	N/A
		NFPA-58 Gas Code Book	N/A	\$70.30	N/A
		Basic Principles & Practices of Propane Book 1.0	N/A	\$28.00	N/A
		Placing Vapor Distribution Systems and Appliances into Operations Book 4.2	N/A	\$40.00	N/A
		Installing Appliances and Interior Vapor Distribution Systems Book 4.3	N/A	\$43.00	N/A
		Applying Basic Electricity to Service Propane Appliances Book 7.0	N/A	\$37.60	N/A
		Fuel Gas Technician (Natural Gas) Book FGT 1.1	N/A	\$75.00	N/A
HVAC-04NORA	Oil Technician (NORA)	NORA Oil Heat Technician's Manual (Silver Certification Manual)	N/A	\$57.95	N/A
	Additional Option:	NORA Silver Book DVD		\$14.00	N/A
HVAC-PD	Professional Development for HVAC/R Techs			N/A	N/A
	HVAC Tool Kit:	Tool Bag		All Items: Est. \$395.00	N/A
		Casio FX 260 Solar Calculator			N/A
		Safety Glasses			N/A
		Multi-Colored Pen			N/A
		Offset Wrench		Yellow Jacket Model #60616	N/A
		Digital Clam-on Multi-Meter		UEI model # G2 Pheoniz DL389 TRMS	N/A
		Gas Pressure Test Kit (manometer)		Yellow Jacket Model # 78060	N/A
		Yellow Jacket Manifold Gages with hose set		Model # 42001 & model # 22984	N/A
		Hex Key Bit		Yellow Jacket Model # 60609	N/A
		6 in 1 Screwdriver		Lennox Model # 23931	N/A