

BUSINESS ADMINISTRATION

New Zealand Certificate in Business (Administration and Technology) (Level 4)

ADDITIONAL COSTS AND STATIONERY

STATIONERY REQUIREMENTS (to cover all subjects):

- Folder with dividers as required
- Lined refill
- Pens
- Pencil
- Eraser
- Highlighter
- USB/Pen drive (optional)

ADDITIONAL COSTS

You may need approximately \$130 to enable you to top-up your printing during the semester. Student Resources are supplied as part of the course, however you may wish to print additional hand-outs and practice assessments available online.

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