



Supplies List - 2024-25

Program	Item	Estimated Cost*
Office Programs (Office Skills, Legal Administration, Medical Administration, Office Management)	DUO Mobile APP Download	FREE
	OR YubiKey (see below)	\$70.00
	Headset No need for fancy headphones or headsets. If the plug has two rings, they are just headphones.	\$5.00
	1.5 - 2" Binder with 12 subject dividers	\$10.00
	Print Credits Students will be required to print and submit documents for certain courses. Details on print credits and how to purchase them are available here . Students can purchase print credits any time and add as they need. Students should make sure they have adequate print credits at any given time so as not to disrupt their work or submitting of assignments. This approximate cost covers Year 1 and Year 2.	\$300.00
	BA II Plus Calculator * Optional in Office Management elective ACCT-0003 Financial Accounting 1	\$60.00
	32 GB USB 3.0 Flash Drive *Optional	\$20.00
TOTAL	\$ 465.00	
Reminder: Office Skills, Medical Administration, Legal Administration, and Office Management are BYOD programs. You can find the required specs here . MACs are not recommended , as there are compatibility issues with some software used in these programs.		

*All fees are estimated and subject to change without notice.

DUO Mobile App or YubiKey

Assiniboine Community College requires all students and staff to use an additional method to verify their identity when accessing any college system such as MyACC, Moodle, Teams etc. Multifactor Authentication adds extra security to logins to protect you, your personal information and college systems from unauthorized access.

There are two options to verify identity:

1. Download the free DUO Mobile app on your own mobile device. Note: You will only do this when you first attempt to access our college system. Visit Multifactor Authentication (see link below) for more information and setup guidance.

or

2. If you do not have access or do not want to use your mobile device, you may purchase a YubiKey, costs vary by type. It is important to know the type required for your computer/laptop. For example, most computers on campus are USB-A compatible and require the YubiKey 5 NFC. If your program is a Bring Your Own Device program you will purchase the appropriate token for your own device.

- YubiKey 5 NFC (used for computers/laptops with an USB-A port) - \$60.00

- YubiKey 5C NFC (used for computers/laptops with an USB-C port) - \$70.00

These products are also available for purchase at the Assiniboine's Bookstore.

[Visit Multifactor Authentication for more information.](#)