

Valley College Bookstore List

Please contact the school for price and purchasing options. Books are subject to change without notice. Please do not order any books from this list until you have confirmed they are correct. Valley College does not rent textbooks, buy back textbooks, or sell used textbooks.

Heating, Ventilation, and Air Conditioning Book List

Used in Course(s)	Book Title	First Author	Publisher	Year/ED	ISBN #
HVAC100	Refrigeration and Air Conditioning Technology (Bundle)	Whitman	Cengage	2013/7th	9781305606791
HVAC105	Heating with Renewable Energy	Siegenthaler	Cengage	2017/1st	9781285075600
HVAC110	Refrigeration and Air Conditioning Technology (Bundle)	Whitman	Cengage	2013/7th	9781305606791
HVAC115	Blueprints and Plans for HVAC	Moravek	Cengage	2013/4th	9781285578606
HVAC200	The Trade Technician's Soft Skills Manual	Coscia	Cengage	2012/1st	9781111313814
HVAC200	Your Career How To Make It Happen	Hardwood	Cengage	2013/8th	9781111572310
HVAC205	Refrigeration and Air Conditioning Technology (Bundle)	Whitman	Cengage	2013/7th	9781305606791
HVAC210	Practical Problems in Mathematics for Heating and Cooling Technicians	DeVore	Cengage	2013/6th	9781111541354
HVAC215	Refrigeration and Air Conditioning Technology (Bundle)	Whitman	Cengage	2013/7th	9781305606791
HVAC230	Refrigeration and Air Conditioning Technology (Bundle)	Whitman	Cengage	2013/7th	9781305606791
HVAC235	Refrigeration and Air Conditioning Technology (Bundle)	Whitman	Cengage	2013/7th	9781305606791
HVAC240	ESCO Institute Section 608 Certification Exam Preparatory Manual (EPA Cert.)	ESCO	ESCO	2000/5th	9781930044005
HVAC240	The HVAC/R Professional's Field Guide to Universal R-410a Safety & Training	Tomczyk	ESCO	2002/1st	9781930044128
HVAC245	Refrigeration and Air Conditioning Technology (Bundle)	Whitman	Cengage	2013/7th	9781305606791
HVAC245	BTU Buddy Notebook	Johnson	Cengage	2009/1st	9781435425835
Nursing Assistant (CNA) Book List					
NUR101	Assisting in LongTerm Care	Gerlach	Cengage	2014/6th	9781111539924
Medical Clinical Assistant					
COM211	Your Career How To Make It Happen	Hardwood	Cengage	2013/8th	9781111572310
CPS121	Microsoft Outlook 2013 Course Notes	CT	Cengage	2014/1st	9781285464237
CPS121	Microsoft Office 2013 for Medical Professionals	Warren	Cengage	2014/1st	9781285083902
MED102	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	1337087718
MED122	Medical Language: Focus on Terminology	Moisio	Cengage	2016/3rd	9781285854212
MED116	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	1337087718
MED118	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	1337087718
MED222	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	1337087718
MED243	The Paperless Medical Office	Harris	Cengage	2015/1st	9781133278955
MED201	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	1337087718
MED206	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	1337087718
MED211	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	1337087718
MED251	Comprehensive Medical Assisting Exam Review	Cody	Cengage	2011/3rd	9781435499140
Health Services Administration					
COM112	Essentials of Business Communication	Guffey	Cengage	2016/10th	9781285858913
COM122	COMP 3	Vandermeij	Cengage	2016/3rd	9781305112803
COM215	Your Career How To Make It Happen	Hardwood	Cengage	2013/8th	9781111572310
CPS121	Microsoft Office Outlook 2013: Illustrated Essentials	Bunin	Cengage	2014/1st	9781285092799
CPS121	Microsoft Office 2013 for Medical Professionals	Warren	Cengage	2014/1st	9781285083902
CPS143	Microsoft Excel 2013: Complete	Freund	Cengage	2014/1st	9781285168449
HSA200	Introduction to Healthcare Information Technology	Ciampa	Cengage	2013/1st	9781133787778
HSA210	The U.S. Health System: Origins & Functions	Barsukiewicz	Cengage	2011/6th	9781418052980
HSA220	Shortell and Kaluzny's Health Care Management	Burns	Cengage	2012/6th	9781435488182
HSA230	Essentials of Health Care Compliance	Safian	Cengage	2010/1st	9781418049218
HSA250	Quick Skills	Humphrey	Cengage	2001/1st	9780538698368
HSA250	21st Century Business: Customer Service	Career Solutions Training Group	Cengage	2011/2nd	9780538740289
MAT122	Contemporary Business Mathematics for Colleges	Deitz	Cengage	2016/17th	9781305506701
MAT140	College Algebra	Aufman	Cengage	2015/8th	9781285434773
MED101	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	9781305110700
MED111	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	9781305110700
MED122	Medical Language: Focus on Terminology	Moisio	Cengage	2016/3rd	9781285854212
MED132	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	9781305110700
MED237	The Paperless Medical Office	Harris	Cengage	2015/1st	9781133278955
MED238	Understanding Health Insurance	Green	Cengage	2015/12th	9781285737591
MED243	The Paperless Medical Office	Harris	Cengage	2015/1st	9781133278955
MED244	3-2-1 Code it!	Green	Cengage	2016/5th	9781285867212
MED244	ICD-10-CM Professional for Hospitals 2016	Optum	Optum/Cengage	2016/1st	9781622540372
MED244	HCPCS Level II Professional - 2015	NA	Optum/Cengage	2015/1st	9781601519214
MED247	3-2-1 Code it!	Green	Cengage	2016/5th	9781285867212
MED247	CPT Professional Edition, 2015	NA	AMA/Cengage	2015/1st	9781622020263
PSY102	PSYCH 4	Rathus	Cengage	2016/4th	9781305091924
SOC202	SOC 4	Benokraitis	Cengage	2016/4th	9781305094550

Medical Front Office, Billing & Coding					
COM112	Essentials of Business Communication	Guffey	Cengage	2016/10th	9781285858913
COM215	Your Career How To Make It Happen	Hardwood	Cengage	2013/8th	9781111572310
CPS121	Microsoft Office Outlook 2013: Illustrated Essentials	Bunin	Cengage	2014/1st	9781285092799
CPS121	Microsoft Office 2013 for Medical Professionals	Warren	Cengage	2014/1st	9781285083902
MAT122	Contemporary. Business Math, Brief	Deitz	Cengage	2016/17th	9781305506701
MED111	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	9781305110700
MED122	Medical Language: Focus on Terminology	Moisio	Cengage	2016/3rd	9781285854212
MED132	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	9781305110700
MED238	Understanding Health Insurance	Green	Cengage	2015/12th	9781285737591
MED243	The Paperless Medical Office	Harris	Cengage	2015/1st	9781133278955
MED244	3-2-1 Code it!	Green	Cengage	2016/5th	9781285867212
MED244	ICD-10-CM Professional for Hospitals 2016	Optum	Optum/Cengage	2016/1st	9781622540372
MED244	HCPCS Level II Professional - 2015	NA	Optum/Cengage	2015/1st	9781601519214
MED247	3-2-1 Code it!	Green	Cengage	2016/5th	9781285867212
MED247	CPT Professional Edition, 2015	NA	AMA/Cengage	2015/1st	9781622020263
Medical Records Specialist					
COM112	Essentials of Business Communication	Guffey	Cengage	2016/10th	9781285858913
COM215	Your Career How To Make It Happen	Hardwood	Cengage	2013/8th	9781111572310
CPS121	Microsoft Office Outlook 2013: Illustrated Essentials	Bunin	Cengage	2014/1st	9781285092799
CPS121	Microsoft Office 2013 for Medical Professionals	Warren	Cengage	2014/1st	9781285083902
MAT122	Contemporary. Business Math, Brief	Deitz	Cengage	2016/17th	9781305506701
MED122	Medical Language: Focus on Terminology	Moisio	Cengage	2016/3rd	9781285854212
MED138	Essentials of Health Information Management	Green	Cengage	2016/3rd	9781285177267
MED249	Medical Records Auditor	Grider	AMA	2011/3rd	9781622021017
MED238	Understanding Health Insurance	Green	Cengage	2015/12th	9781285737591
MED243	The Paperless Medical Office	Harris	Cengage	2015/1st	9781133278955
MED244	3-2-1 Code it!	Green	Cengage	2016/5th	9781285867212
MED244	ICD-10-CM Professional for Hospitals 2016	Optum	Optum/Cengage	2016/1st	9781622540372
MED244	HCPCS Level II Professional - 2015	NA	Optum/Cengage	2015/1st	9781601519214
MED247	3-2-1 Code it!	Green	Cengage	2016/5th	9781285867212
MED247	CPT Professional Edition, 2015	NA	AMA/Cengage	2015/1st	9781622020263
Business Administration					
ACC122	Chapters 1-12 College Accounting	Nobel	Cengage	2015/12th	9781305863385
ACC122	Chapters 1-12 Working Papers and Study Guide	Nobel	Cengage	2015/12th	9781285838076
ACC242	Using QuickBooks Accountant 2014	Owen	Cengage	2016/14th	9781305084773
BUS104	Essentials of the Legal Environment	Miller	Cengage	2016/5th	9781305262676
BUS202	Survey of Econ	Sexton	Cengage	2014/2nd	9781285087306
BUS275	Small Business An Entr. Business Plan	Ryan	Cengage	2014/9th	9781285169958
COM122	COMP 3 (New Edition)	Vanderney	Cengage	2016/3rd	9781305112803
COM215	Your Career How To Make It Happen	Hardwood	Cengage	2013/8th	9781111572310
COM112, COM132	Essentials of Business Communication	Guffey	Cengage	2016/10th	9781285858913
CPS135	Microsoft Office Outlook 2013: Illustrated Essentials	Bunin	Cengage	2014/1st	9781285092799
CPS135	Microsoft Windows 8: Introductory	Freund	Cengage	2014/1st	9781285163130
CPS148	Microsoft Word 2013: Complete	Vermaat	Cengage	2014/1st	9781285167725
CPS143	Microsoft Excel 2013: Complete	Freund	Cengage	2014/1st	9781285168449
CPS205	Microsoft PowerPoint 2013: Introductory	Sebok	Cengage	2014/1st	9781285167862
MAT122	Contemporary. Business Math, Brief	Deitz	Cengage	2016/17th	9781305506701
MAT140	College Algebra	Aufman	Cengage	2015/8th	9781285434773
MGT103	BUSN 8	Kelly	Cengage	2016/8th	9781285775296
MGT104	HR 3	Denisi	Cengage	2016/3rd	9781285867571
MGT212	Small Business An Entr. Business Plan	Ryan	Cengage	2014/9th	9781285169958
MKT122	MKTG 9	Lamb	Cengage	2016/9th	9781285860169
MKT202	The World of Customer Service	Gibson	Cengage	2012/3rd	9780840064240
PSY102	PSYCH 4	Rathus	Cengage	2016/4th	9781305091924

Medical Administrative Assistant					
COM112	Essentials of Business Communication	Guffey	Cengage	2016/10th	9781285858913
COM215	Your Career How To Make It Happen	Hardwood	Cengage	2013/8th	9781111572310
CPS121	Microsoft Office Outlook 2013: Illustrated Essentials	Bunin	Cengage	2014/1st	9781285092799
CPS121	Microsoft Office 2013 for Medical Professionals	Warren	Cengage	2014/1st	9781285083902
CPS143	Microsoft Excel 2013: Complete	Freund	Cengage	2014/1st	9781285168449
MAT122	Contemporary Business Math, Brief	Deitz	Cengage	2016/17th	9781305506701
MED122	Medical Language: Focus on Terminology	Moisio	Cengage	2016/3rd	9781285854212
MED111	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	9781305110700
MED132	Medical Assisting Administrative and Clinical Competencies (Bundle)	Blesi	Cengage	2017/8th	9781305110700
MED238	Understanding Health Insurance	Green	Cengage	2015/12th	9781285737591
MED237	The Paperless Medical Office	Harris	Cengage	2015/1st	9781133278955
MED244	3-2-1 Code It	Green	Cengage	2016/5th	9781285867212
MED244	ICD-10-CM Professional for Hospitals 2015	Optum	Optum/Cengage	2016/1st	9781622540372
MED244	HCPCS Level 11 Professional - 2015	N/A	Optum/Cengage	2015/1st	1601519214
Cybersecurity					
CSY100	Practical PC	Parsons	Cengage	2014/7th	9781285077307
CSY105	Network+	West	Cengage	2016/7th	9781305090941
CSY235	Information Technology Project Management	Schwalbe	Cengage	2014/7th	9781285847092
CSY110	A+ Guide to Hardware	Andrews	Cengage	2017/9th	9781305266452
CSY115	Guide to TCP/IP	Carrell	Cengage	2013/4th	9781133019862
CSY125	Guide to Operating Systems	Tomsho	Cengage	2017/5th	9781305107649
CSY130	Guide to Network Security	Whitman	Cengage	2013/1st	9780840024220
CSY200	An Introduction to Programming with C++	Zak	Cengage	2016/8th	9781285860114
MAT140	College Algebra Essentials	Coburn	Cengage	2014/3rd	0073519707
CSY140	CCENT/CCNA ICND1 100-101 Official Certification Guide	Odom	Cisco Press	2015/1st	9781587134203
CSY145	CCENT/CCNA ICND1 100-101 Official Certification Guide	Odom	Cisco Press	2015/1st	9781587134203
CSY120	Principles of Information Systems	Stair	Cengage	2016/12th	9781285867168
COM140	Successful Writing at Work	Kolin	Cengage	2015/4th	9781285052564
CSY210	Cloud Computing: Concepts Technology and Architecture	Gilster	Cengage	2015/1st	9781305097353
CSY215	Principles of Information Security	Whitman	Cengage	2015/5th	9781285448367
PSY102	PSYCH	Rathus	Cengage	2014/3rd	9781133960805
CSY205	Ethical Hacking and Countermeasures: Threats and Defense Mechanisms	EC-Council	Cengage	2017/2nd	9781305883444
MAT160	Essentials of Modern Business Statistics with Microsoft Excel	Ott	Cengage	2016/6th	9781305269477
CSY220	Guide to Wireless Communications	Olenewa	Cengage	2014/3rd	9781111307318

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