

Degree Pathway

A.A.S. in Medical Assistant - Catalog Year 2024-25

The number of credits you take each year will determine when you graduate. To graduate on time, you are strongly encouraged to enroll in at least 30 credits toward your degree during the calendar year, including fall and spring semesters and winter and summer sessions. This Degree Pathway is designed for students who place into **ENGL-101 and MA-301/321**. An additional pathway is available for students who must complete developmental math or English. Please see the degree website or your advisor for more information.

Courses in **Bold Text** are prerequisites for later courses or only offered in the Fall or Spring semester and should be taken where indicated in the sequence.

Fall Semester #1

Courses	Credits	Prerequisites and Corequisites ¹
ENGL-101 English Composition I (Required Core 1A: English Composition)	3	Prerequisite: Complete developmental requirements in English
Required Core 1B: Mathematical and Quantitative Reasoning Recommended: MA-301 or MA-321	3	Prerequisite: Complete developmental requirements in Math
BI-111 Introduction to Human Biology	3	None
BI-520 Introduction to Public Health (Required Core 1C: Life and Physical Sciences)	4	Prerequisite: Complete developmental requirements in English
BI-150 Organization and Delivery of Health Care	2	None
Total credits for semester	15	

Spring Semester #1

Courses	Credits	Prerequisites and Corequisites ¹
ENGL-102 English Composition II (Required Core 1A: English Composition)	3	Prerequisite: ENGL-101 or placement
BI-340 Assisting in the Medical Office: Clinical Testing Procedures	2	Prerequisite: BI-520
BU-903 Medical Office Procedures	3	None
BU-916 Medical Billing and Coding I	3	None
BU-917 Healthcare Information Management	3	None
Total credits for semester	14	

Fall Semester #2

Courses	Credits	Prerequisites and Corequisites ¹
BI-341 Assisting in the Medical Office: Medical Assisting Procedures	2	Prerequisite: BI-111
BI-451 Phlebotomy Technology	1	Prerequisite: BI-111
BU-918 Medical Coding and Billing II	3	Prerequisite: BI-916
PHIL-140 Medical Ethics (Flexible Core 2D: Individual and Society)	3	Complete developmental requirements in English
SOCY-101 Sociology (Flexible Core 2D: Individual and Society)	3	Complete developmental requirements in English
Flexible Core 2A: World Cultures and Global Issues (choose one course)	3	Check individual courses for prerequisites and corequisites
Total credits for semester	15	

Spring Semester #2

Courses	Credits	Prerequisites and Corequisites ¹
BI-260 Patient Care Coordination	2	Prerequisite: BI-150
BI-452 EKG Technology	2	Prerequisite: BI-341
Major Electives - Complete one of the following choices (9 credits each)		
<u>Option 1:</u>		
HE-110 Cardiopulmonary Resuscitation AND	1	None
BI-403 Medical Terminology AND	2	None
Choose 6 credits from:		
BI-510 Pharmacology	3	Prerequisite: BI-302
BI-952 Field Experience in Medical Assisting	1	None
CH-120/121 Fundamentals of Chemistry and Laboratory	4	None
HE-102 Health, Behavior, & Society	2	None
HE-103 Fundamentals of Human Nutrition	3	None
SP-211 Speech Communication	3	None
<u>Option 2:</u>		
HE-200 Emergency Medical Technician	9	None
BU-600 Business Internships OR	3	Prerequisite for BU-600: Minimum 2.5 cumulative GPA
BI-961 Phlebotomy Practice AND	1	Prerequisite for BI-961: BI-451 and instructor permission
BI-950 Field Experience in Medical Assisting AND	1	Prerequisite for BI-950/1: Minimum 2.5 cumulative GPA, must apply during previous term
BI-951 Field Experience in Medical Assisting	1	
Total credits for semester	16	
Total credits required for A.A.S in Medical Assistant	60	

Notes:

1. Prerequisites for a course must be passed before taking the course. Corequisites must be passed before taking the course or taken in the same term as the course.

All students must complete two (2) WI designated classes to fulfill degree requirements.