

# MEDICAL ASSISTING PROGRAM AAS CURRICULUM

Students may complete some or all of the general education (non-MAT) courses prior to admission to the Medical Assisting program. All MAT-prefix courses must be completed with a grade of "C" or higher.

## First Term

CIS146	Microcomputer Applications	3
ENG101	English Composition I	3
MAT101	Medical Terminology	3
MAT102*	Medical Assisting Theory I	3
MTH116 or higher	Mathematical Applications	3
ORI101 or 105**	Orientation to College or Orientation and Student Success	1-3
<b>TOTAL Credit Hours</b>		<b>16-18</b>

## Second Term

MAT103*	Medical Assisting Theory II	3
MAT120*	Administrative Procedures I	3
MAT122***	Interpersonal Relationships	3
MAT125	Laboratory Procedures I	3
MAT130	Medical Office Communications	3
ORI104	WorkKeys Assessment and Advisement	1
<b>TOTAL Credit Hours</b>		<b>16</b>

## Third Term

MAT121*	Administrative Procedures II	3
MAT128	Medical Law and Ethics	3
MAT111	Clinical Procedures I	3
MAT216***	Medical Pharmacology	4
Humanities/Fine Arts Elective		3
<b>TOTAL Credit Hours</b>		<b>16</b>

## Fourth Term

EMS100****	Cardiopulmonary Resuscitation	0-1
MAT200***	Management of Office Emergencies	2
MAT215	Laboratory Procedures II	3
MAT211	Clinical Procedures II	3
MAT220***	Medical Office Insurance	3
MAT222	Medical Transcription I OR	--
MAT223	Medical Transcription II	2
MAT227	Special Topics in Medical Assisting	1
<b>TOTAL Credit Hours</b>		<b>14-15</b>

**Fifth Term**

BIO103	Principles of Biology	4
MAT228	Medical Assistant Review Course	1
MAT229	Medical Assistant Practicum	3
PSY200	General Psychology	3
SPH106 or 107	Speech	3

**TOTAL Credit Hours      14**

**Total Required Program Credit Hours:    76**

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**\*These courses rotate every other semester**

**\*\*If applicable (one orientation to college course required of first-time College students)**

**\*\*\*These courses are not offered during summer term**

**\*\*\*\*Or current certification in cardiopulmonary resuscitation at the health care provider level.**

**\*\*\*\*\* MAT200-EMS 100/CPR is a requirement of MAT200 and for the practicum. Students must have proof of current CPR certification prior to mid-term of the semester student is registered to take MAT200.**