|   |  | Me   | dical Assisti  | ng – 31 cr          | edits fo | or CAS     |       |          |
|---|--|--|--|---------------------|----------|------------|-------|----------|
| Name:   |  |  |  |                     |          | of Entry:  |       | Advisor: |
| Dual Major With:  |  |  |  |                     | Acad     | lemic Plar | isor: |          |
| Transferre  | d From:  |  |  |                     |          |            |       |          |
| Credit Hou  |  | Must complete 50% of degree through Helena |  |                     |          |            |       |          |
|   |  |  |  | College             |          |            |       |          |
| Course #  | Course Title   | CR   | Pre - Requi  | isites              | SEM      | Grade      | Con   | nments   |
| Semester One  |  | 16   |  |                     |          |            |       |          |
| WRIT121   | Intro to Tech  | 3  | Placement in WRIT  |                     |          |            |       |          |
| or WRIT   | Writing or   |  | 101/121, or Co-req.<br>WRIT 096, or"C-" or               |                     |          |            |       |          |
| 101   | College Writing  |  |  |                     |          |            |       |          |
|   |  |  | better in W  |                     |          |            |       |          |
| BIOH 104  | Basic Human<br>Biology   | 4  |  |                     |          |            |       |          |
| M108 or   | Business Math  | 3  | Placement  |                     |          |            |       |          |
| any Core  | or any Core M  |  | depends or   | 1                   |          |            |       |          |
| M Course  | Course   |  | course.  |                     |          |            |       |          |
| AHMS  | Health Care  | 3  | Fall only  |                     |          |            |       |          |
| 105   | Delivery   |  | 2  |                     |          |            |       |          |
|   | Systems  |  |  |                     |          |            |       |          |
| CAPP 156  | MS Excel   | 3  |  |                     |          |            |       |          |
|   |  |  |  |                     |          |            |       |          |
| Semester 7  | Гwo  | 15   |  |                     |          |            |       |          |
| CAPP  | <b>Fwo</b><br>MS Word  | 15<br>3                                    |  |                     |          |            |       |          |
| CAPP<br>154   | MS Word  | 3  |  |                     |          |            |       |          |
| CAPP<br>154<br>AHMS   | MS Word<br>Health Data   |  |  |                     |          |            |       |          |
| CAPP<br>154   | MS Word  | 3  | Spring only  | ,                   |          |            | -     |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS  | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office   | 3  | Spring only<br>Spring only                               |                     |          |            |       |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220   | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures   | 3<br>3<br>3                                | Spring only  | 7                   |          |            |       |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT   | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer   | 3  | Spring only AMGT 210                                     | 7                   |          |            | -     |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT<br>150 or   | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer<br>Service  | 3<br>3<br>3                                | Spring only  | 7                   |          |            | -     |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT<br>150 or<br>AMGT   | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer<br>Service<br>Strategies or   | 3<br>3<br>3                                | Spring only AMGT 210                                     | 7                   |          |            | -     |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT<br>150 or   | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer<br>Service<br>Strategies or<br>Office Success   | 3<br>3<br>3                                | Spring only AMGT 210                                     | 7                   |          |            |       |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT<br>150 or<br>AMGT<br>210  | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer<br>Service<br>Strategies or<br>Office Success<br>Strategies   | 3<br>3<br>3<br>3                           | Spring only AMGT 210                                     | 7                   |          |            | -     |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT<br>150 or<br>AMGT<br>210<br><b>Choose one</b>                       | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer<br>Service<br>Strategies or<br>Office Success<br>Strategies<br><b>e of the following:</b>   | 3<br>3<br>3<br>3                           | Spring only AMGT 210                                     | 7                   |          |            |       |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT<br>150 or<br>AMGT<br>210  | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer<br>Service<br>Strategies or<br>Office Success<br>Strategies<br>e of the following:<br>Intro to  | 3<br>3<br>3<br>3                           | Spring only AMGT 210                                     | 7                   |          |            |       |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT<br>150 or<br>AMGT<br>210<br><b>Choose one</b><br>SOCI101            | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer<br>Service<br>Strategies or<br>Office Success<br>Strategies<br><b>2 of the following:</b><br>Intro to<br>Sociology                    | 3<br>3<br>3<br>3<br>3                      | Spring only<br>AMGT 210<br>Only                          | ,<br>Spring         |          |            |       |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT<br>150 or<br>AMGT<br>210<br><b>Choose one</b>                       | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer<br>Service<br>Strategies or<br>Office Success<br>Strategies<br>e of the following:<br>Intro to<br>Sociology<br>Intro to               | 3<br>3<br>3<br>3                           | Spring only<br>AMGT 210<br>Only<br>Placement             | ,<br>Spring<br>into |          |            |       |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT<br>150 or<br>AMGT<br>210<br>Choose one<br>SOCI101                   | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer<br>Service<br>Strategies or<br>Office Success<br>Strategies<br><b>2 of the following:</b><br>Intro to<br>Sociology                    | 3<br>3<br>3<br>3<br>3                      | Spring only<br>AMGT 210<br>Only<br>Placement<br>WRIT 101 | ,<br>Spring<br>into |          |            |       |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT<br>150 or<br>AMGT<br>210<br><b>Choose one</b><br>SOCI101<br>PSYX100 | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer<br>Service<br>Strategies or<br>Office Success<br>Strategies<br>e of the following:<br>Intro to<br>Sociology<br>Intro to               | 3<br>3<br>3<br>3<br>3<br>3                 | Spring only<br>AMGT 210<br>Only<br>Placement             | ,<br>Spring<br>into |          |            |       |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT<br>150 or<br>AMGT<br>210<br><b>Choose one</b><br>SOCI101<br>PSYX100 | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer<br>Service<br>Strategies or<br>Office Success<br>Strategies<br>e of the following:<br>Intro to<br>Sociology<br>Intro to<br>Psychology | 3<br>3<br>3<br>3<br>3<br>3                 | Spring only<br>AMGT 210<br>Only<br>Placement<br>WRIT 101 | ,<br>Spring<br>into |          |            |       |          |
| CAPP<br>154<br>AHMS<br>108<br>AHMS<br>220<br>AMGT<br>150 or<br>AMGT<br>210<br><b>Choose one</b><br>SOCI101<br>PSYX100 | MS Word<br>Health Data<br>Content &<br>Structure<br>Medical Office<br>Procedures<br>Customer<br>Service<br>Strategies or<br>Office Success<br>Strategies<br>e of the following:<br>Intro to<br>Sociology<br>Intro to<br>Psychology | 3<br>3<br>3<br>3<br>3<br>3                 | Spring only<br>AMGT 210<br>Only<br>Placement<br>WRIT 101 | ,<br>Spring<br>into |          |            |       |          |