

Degree & Certificate Requirements

Medical Assistant One-Year Certificate PROFESSIONAL TECHNICAL 2024-2025 Certificate Requirements

Major Courses

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
MA 111	Pharmacology I [RE]	5		
MA 114	Human Body Structure, Function, and Diseases I [RE]	4		
MA 115	Clinical Procedures Theory I [RE]	4		
MA 116	Clinical Procedures Lab I [RE]	4		
MA 140	Admin. Medical Assistant Office Procedures I [RE]	5		
MA 141	Career Development for Medical Assistants [RE]	2		
MA 211	Pharmacology II [RE]	5		
MA 214	Human Body Structure, Function, and Diseases II [RE]	4		
MA 215	Clinical Procedures Theory II [RE]	4		
MA 216	Clinical Procedures Lab II [RE]	4		
MA 240	Admin. Medical Assistant Office Procedures II [RE]	6		
MA 241	Externship Seminar	2		
MA 242	Externship	6		
Subtotal		55		

Major Support

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
HSCI 147	Medical Terminology [RE]	5		
Subtotal		5		

General Education

Course Number	Course Title	Credits	Qtr. Completed	Comments / Substitution
PSYC& 100	General Psychology [S/B]	5		
English - select 5 credits from the following:				
ENGL& 101	English Composition I [C]	5		
ENGL& 102	Composition II [C]	5		
ENGL& 235	Technical Writing [C]	5		
Communication - select 5 credits from the following:				
CMST& 101	Introduction to Communication Studies [C]	5		
CMST& 210	Interpersonal Communication [C]	5		
CMST& 220	Public Speaking [C]	5		
CMST 260	Multicultural Communication [C]	5		
Subtotal		15		
Total Credits Required		75		

A student may not use equivalent cross-listed courses for the same graduation requirement. Refer to the Cross-Listed Courses section of the catalog for more information, and consult with your counselor, completion coach, or faculty advisor.