

**Program Completion Guide
CIP Code - 51.0801
Medical Assistant - MAT
Associate in Applied Science (AAS Degree)
2023-2024**

Area I: Written Composition (6 Semester Hours Total)

Courses	Courses Taken	Hours Earned
ENG101		
ENG102		

Area II: Humanities and Fine Arts (3 Semester Hours Total)

Courses	Courses Taken	Hours Earned
Humanities and Fine Arts Choose from ART100, ENG251, ENG252, ENG261, ENG262, MUS101, PHL206, REL100, REL151, REL152, SPH107		

Area III: Natural Science and Mathematics (10 Semester Hours Total)

Courses	Courses Taken	Hours Earned
CIS146		
MTH100 or higher math MTH100, MTH110, MTH112, MTH113, MTH115, MTH120, MTH125, MTH126, MTH227		
BIO103 or 4 credit hours of any BIO course. If BIO201/202 is substituting for MAT102/103, MUST take additional 4 credit hours of BIO course.		

Area IV: History, Social, and Behavioral Sciences (3 Semester Hours Total)

Courses	Courses Taken	Hours Earned
PSY210 (prerequisite waived)		
Choose from HIS, ECO, GEO, POL, PSY, SOC courses		

Area V: Pre-Professional, Major, and Elective Courses (43 Semester Hours Total)

Courses	Credit Hours	Courses Taken	Hours Earned
Major Core Concentration (38 Semester Hours)			
BIO120 - Medical Terminology	3		
MAT102 - Medical Assisting Theory I <i>BIO201 (4 semester hours) is approved substitute</i>	3		
MAT103 - Medical Assisting Theory II <i>BIO202 (4 semester hours) is approved substitute</i>	3		
MAT111 - Clinical Procedures I for the Medical Assistant	3		
MAT120 - Medical Administrative Procedures I	3		
MAT121 - Medical Administrative Procedures II	3		

MAT125 - Laboratory Procedures I For The Medical Assistant	3		
MAT211 - Clinical Procedures II for The Medical Assistant	3		
MAT215 - Laboratory Procedures II for The Medical Assistant	3		
MAT216 - Pharmacology for the Medical Office	4		
MAT220 - Medical Office Insurance	3		
MAT228 - Medical Assisting Review Course	1		
MAT229 - Medical Assisting Practicum	3		
General Electives (3 Semester Hours Total)			
MAT227 - Special Topics in Medical Assisting	1		
MAT239 - Phlebotomy Preceptorship	3		
NAS115 - CPR and First Aid	2		
Institutional Requirements (2 Semester Hours Total)			
ORI101 Take in the first semester unless student has 12 transfer credit hours			
BSS220 Take in last semester of program			

In Area I through Area IV, transfer credits are accepted in accordance to ACCS policy.

For additional courses see http://stars.troy.edu/approved_courses.html

Total Hours Required for Degree: 65

Student Name:	Signature of Advisor:
Student Number:	Date of Advising:
Total Credit Hours Earned:	Date Audited by Admissions:

* The Medical Assistant program is approved by the American Medical Technologists Association (AMT).

Short Term Certificates are available:

- **Medical Assisting-STC** **12 hrs.**
- **Administrative- STC** **9 hrs.**
- **Phlebotomy-STC** **9 hrs.**