Program Completion Guide
CIP Code - 51.0801
Medical Assistant – MAT1 Certificate
2023-2024

Area I: Written Composition (3 Semester Hours Total)

Courses	Courses Taken	Hours Earned
ENG101		

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

Note: If taking SPH or SPA, must take additional 3 credit hours of humanities.

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

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		
4 Credit Hour Science		

Area IV: History, Social, and Behavioral Sciences (0 Semester Hours Total)

Courses	Courses Taken	Hours Earned

Area V: Pre-Professional, Major, and Elective Courses (29 Semester Hours Total)

Courses	Credit Hours	Courses Taken	Hours Earned
Major Core Concentration (27 Semester Hours)			
MAT102 - Medical Assisting Theory I *BIO201 (4 semester hours) is approved substitute*	3		
MAT103 - Medical Assisting Theory II *BIO202 (4 semester hours) is approved substitute*	3		
MAT111 - Clinical Procedures I for the MA	3		
MAT120 - Medical Administrative Procedures I	3		
MAT121 - Medical Administrative Procedures II	3		
MAT125 - Lab Procedures I for the MA	3		
MAT200 - Management of Office Emergencies	2		
MAT211 - Clinical Procedures II for the MA	3		
MAT216 - Pharmacology for the Medical Office	4		
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			

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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: 45

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).