Program Completion Guide  
CIP Code - 51.0801  
Medical Assistant - MAT  
Associate in Applied Science (AAS Degree)  
2019-2020

Area I: Written Composition (6 Semester Hours Total)

<table>
<thead>
<tr>
<th>Courses</th>
<th>Courses Taken</th>
<th>Hours Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG101</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENG102</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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

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

<table>
<thead>
<tr>
<th>Courses</th>
<th>Courses Taken</th>
<th>Hours Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART100</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 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)

<table>
<thead>
<tr>
<th>Courses</th>
<th>Courses Taken</th>
<th>Hours Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS146</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| 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)

<table>
<thead>
<tr>
<th>Courses</th>
<th>Courses Taken</th>
<th>Hours Earned</th>
</tr>
</thead>
</table>
| PSY210 (prerequisite waived)  
Choose from HIS, ECO, GEO, POL, PSY, SOC courses |

Area V: Pre-Professional, Major, and Elective Courses (42 Semester Hours Total)

<table>
<thead>
<tr>
<th>Courses</th>
<th>Courses Taken</th>
<th>Hours Earned</th>
</tr>
</thead>
</table>
| BIO120 Medical Terminology  
MAT102 Medical Assisting Theory I  
**BIO201 (4 semester hours) is approved substitute**  
MAT103 Medical Assisting Theory II  
**BIO202 (4 semester hours) is approved substitute**  
MAT111 Clinical Procedures I for the MA  
MAT120 Medical Administrative Procedures I  
MAT121 Medical Administrative Procedures II  
MAT125 Lab Procedures I for the MA  
MAT200 Management of Office Emergencies |

Rev. 0  3/14/18
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: 64

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 18 hrs.
- Administrative- STC 9 hrs.
- Insurance Billing and Coding-STC 9 hrs.
- Phlebotomy-STC 9 hrs.