

One Year Certificate is awarded to students who satisfy the following requirement:

Courses	Cr.	Qtr.	Gr.
<b>Communication Skills</b>			
WR 121- English Comp			
<b>Computation Skills</b>			
MATH 60 – Beginning Algebra I or higher			
<b>Human Relations</b>			
PSYC 101 – Psyc of Human Relations <b>OR</b> PSYC 201 – General Psychology <b>AND</b> MA 118 Clinical Procedures Practicum			
<b>Year 1</b>			
<b>Fall</b>			
GSCI 161 - Med terminology I	3		
MA 112 – Intro. into Medical Assisting	4		
WR 121 – English Comp	4		
PSYC 101 – Psych of Human Relations <b>OR</b> PSYC 201 – General Psychology	3		
<b>Winter</b>			
GSCI 162 - Med Terminology II	3		
MA 117 - Clinical Procedures	4		
MATH 60 – Beginning Algebra I	5		
BIOL 121 – Intro to Human Anatomy & Physiology	5		
<b>Spring</b>			
MA 115 - Phlebotomy	2		
MA 116 –Introductions to Medications	4		
CS 101 – Computer Fundamentals I	4		
<b>Summer</b>			
MA 118 - Clinical Procedures Practicum	5		
SP 111 – Fundamentals of Speech	3		
MA 119 - Externship seminar (as available)			
<b>Fall</b>			
MA 119 - Externship seminar	1		
<b>Total Credits:</b>	<b>50</b>		

- All MA courses must be completed with a C+ or higher
- All other courses must be completed and have an average GPA of 2.0 or better.
- Must pass a background and drug test prior to MA 118 and MA 119
- An application for graduation must be filled out one term in advance of final term.
- Patient Service Representative (17 credits)

GSCI 161	Medical Terminology I	3
MA 112	Introduction into Medical Assisting	4
CS 101	Computer Fundamentals I	4
PSYC 101	Psychology of Human Relations	3
GSCI 162	Medical Terminology II	3