PATHWAYS
Medical Office Assistant (A.A.S. Degree)
FALL 2020-SPRING 2021

REMEDIAL SEQUENCE (if required)
☐ ESL 1 (8) ☐ ESL 2 (6) ☐ ESL 3 (6) ☐ ENG 9 (4)
☐ ENG 11 (4) ☐ ENG 2 (4)
☐ RDL 1 (4) ☐ RDL 2 (6)
☐ MTH 1 (4) ☐ MTH 5 (6)
☐ CHM 2 (4)

GPA ≥ 2.0 ☐ Writing Intensive 1 ☐ Writing Intensive 2

FRESHMAN SEMINAR
☐ FYS 11

1 Students with prior ENG 1/RDL 1 placements (or English Proficiency Index < 50) will now take ENG 4 or RDL 4. Passing ENG 4 or RDL 4 will allow them to register for ENG 110.

2 Students with prior MTH 5 placement (or Math Proficiency Index of 40 to 59) may now take MTH 20. Passing MTH 20 is equivalent to MTH 23.

3 Reserved for students who have English remedial need and enroll in ENG 2, RDL 2, or ENG 110 as a corequisite.

4 In an effort to provide students with a well-rounded liberal learning experience, students are encouraged to fulfill this requirement by selecting courses from Flexible Core Areas B, C or E as these areas are not already required by this program.

5 Students who have completed MTH 6 (or three years high school mathematics) and intend to transfer to a four-year college may take BUS 41 instead of BUS 111.

6 Students must take FYS 11 prior to earning 24 degree or equated credits. Students who have earned 24 or more degree or equated credits are permitted to use the one credit as a free elective. It is highly recommended that students take FYS 11 in their first or second semester.

7 Completion of BIO 21 and BIO 22 is required prior to registering for these courses as well as permission of the Medical Office Assistant Program Curriculum Coordinator.

NOTE: The program articulates with SUNY Empire State College, including Business, Management and Economics, and Interdisciplinary Studies baccalaureate programs.

REQUIRED COMMON CORE

☐ A English Composition
ENG 1101 Fundamentals of Composition and Rhetoric OR ENG 111 Composition and Rhetoric 3

☐ B Mathematical and Quantitative Reasoning
MTH 21 Survey of Mathematics I OR MTH 232 Probability and Statistics 3

☐ C Life and Physical Sciences
BIO 21 The Human Body 4

Subtotal: 10

FLEXIBLE COMMON CORE (Course list at: http://www.bcc.cuny.edu/pathways/?p=Flexible-Common-Core)

☐ A World Cultures and Global Issues
HIS 10 History of the Modern World OR HIS 113 Introduction to the Modern World 3

☐ D Individual and Society
COMM 11 Fundamentals of Interpersonal Communication 3

☐ Select two additional courses from Flexible Core A-E 4

Subtotal: 6

MAJOR REQUIREMENTS (See Degree map at: http://www.bcc.cuny.edu/academics/academic-advising/degree-maps/ for semester-by-semester sequence)

☐ BIO 22 Medical Terminology 2

☐ BIO 46 Clinical Techniques I 2

☐ BIO 47 Clinical Techniques II 2

☐ BUS 1115 Applications of Mathematics for Business 3

☐ COM 31 Business Communications 3

☐ DAT 33 Microcomputer Applications 2

☐ DAT 36 Microcomputer Spreadsheet Applications 3

☐ FYS 116 First Year Seminar 6

☐ HLT 91 Critical Issues In Health 2

☐ KEY 10 Keyboarding for Computers 1

☐ KEY 11 Document Formatting and Speed Development 2

☐ LAW 45 Medical Law 3

☐ NMT 786 EKG – Interpretations and Techniques 2

☐ NMT 796 Phlebotomy 2

☐ SEC 35 Medical Office Procedures & Management 2

☐ WPR 11 Transcription for Business 3

☐ WPR 21 Word Processing Applications 3

Subtotal: 38

TOTAL : 60