

***Medical Assisting Administrative and Clinical
Associate in Science – Non-Transfer***

Students develop competencies in patient registration, charting, practice management, and clinical patient care by utilizing computerized EHR programs and performing hands-on patient care in the lab classes. The Medical Assisting program also provides students with the opportunity to become Medical Scribes. Students are trained to provide optimal patient care in various healthcare settings including hospitals, clinics, urgent care, and a variety of specialty medical offices.

Please see a Pathways Counselor: Create an education plan customized to meet your needs. [Contact a Counselor](#)

Transfer Majors/Award Focus

- Medical Assisting Administrative and Clinical, A.S.
- Medical Assisting Clinical Certificate
- Medical Assisting Administrative Certificate

GE Pattern/Units

- GE Pattern: Option A
- Total Units: 62.5



Program maps indicate the major coursework and recommended general education courses to fulfill your degree in 2 years (approximately 15 units/semester or 30 units/year). If you are a part-time student, start Semester 1 courses and follow the course sequence. Some of the courses listed may be substituted by another course. Please view these options in the official course [catalog](#).

Semester 1

16 Units

✓	COURSE	TITLE	UNIT
<input type="checkbox"/>	AH-105	Medical Terminology	3
<input type="checkbox"/>	ENGL-101	College Composition	4
<input type="checkbox"/>	CSIS-101	Intro. to Computers and Data Processing	3
<input type="checkbox"/>	MA-122	Medical Ethics	3
<input type="checkbox"/>	CSCR-116	Integrative Career/Life Planning	3

Semester 2

17 Units

✓	COURSE	TITLE	UNIT
<input type="checkbox"/>	MA-773	Clinical Medical Assisting	4
<input type="checkbox"/>	MA-775	Medical Scribe	3
<input type="checkbox"/>	BIOL-100	Human Biology	4
<input type="checkbox"/>	PS-101	Intro to Political Science	3
<input type="checkbox"/>	MATH-140	Intro to Statistics	3

Career Options

Medical Assistants (SM, C, A)

Medical Secretaries (SM, C)

Find more careers: msjc.emsicc.com

Required Education: SM: some college; C: Certificate; A: Associate,

B: Bachelor's, M: Master's; D: Doctorate

Financial Aid



Financial aid is determined by the number of credit hours you take in a semester. Maximize your financial aid by taking 12-15 units per semester.

Semester 3**13.5 Units**

✓	COURSE	TITLE	UNIT
<input type="checkbox"/>	NURS-194	Pharmacology & Dosage Calculations for Nurses	3.5
<input type="checkbox"/>	MA-776	Medical Billing and Coding	4
<input type="checkbox"/>	MA-772	Administrative Medical Assisting	3
<input type="checkbox"/>	SPAN-101 or FREN-101 or ASL-100	Elementary Spanish I or Elementary French I or American Sign Language I	4

Semester 4**15 Units**

✓	COURSE	TITLE	UNIT
<input type="checkbox"/>	SOCI-101	Intro to Sociology	3
<input type="checkbox"/>	COMM-103	Interpersonal Communication	3
<input type="checkbox"/>	SOCI-115 or CDE-118 or PS-103	Contemporary Chicano in Society or Teaching in a Diverse Society or Ethnic Politics in America	3
<input type="checkbox"/>	NUTR-100	Family Nutrition	3
<input type="checkbox"/>	AH-549	Cooperative Work Experiences	3

Work Experience

Sign up for a special project or internship opportunity. Gain [work experience](#) and earn credits.