

Medical Assisting Certificate of Achievement

Program Requirements:

"Program Requirements" specify the courses required for this program. See suggested course sequence for additional information.



Medical Assisting Certificate of Achievement

Suggested Course Sequence

The "Suggested Course Sequence" is an example of how to complete the requirements plus any additional general education that may be needed. If you would like to create a personalized Student Education Plan (SEP), schedule a meeting with a counselor.

FALL SEMESTER (YEAR 1)			
Course	Title	Units	
☐ MA 305	Body Systems and Disease	5	
☐ MA 350	MA Fundamentals	2	
☐ MA 351	MA Clinical Procedures 1	3	
☐ MA 352	MA Administrative Procedures	4	
Total Units		14	

Tasks:

- · Complete Career Exploration
- Meet with Counselor (SEP)
- · Visit library and tutoring
- · Review Financial Aid Requirements
- · Apply AHC Scholarship

SPRING SEMESTER (YEAR 1)			
Course	Title	Units	
☐ MA 353	MA Clinical Procedures 2	5	
☐ MA 355	MA Pharmacology	4	
☐ MA 356	MA Job Success Externship	3	
Total Units		12.5	
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Tasks:

- · Set up Jobspeaker
- · Attend Career Exploration Day
- · Apply for Certificate with Counseling
- FAFSA or Dream Act due March 2
- Apply AHC Scholarship
- · Utilize Job Search Resources