



MEDICAL INFORMATION TECHNOLOGY
Associate in Applied Science
Medical Administrative Track

Academic Plan Code 5107167019
Academic Subplan Code 510716705

Contact Information: Jo Ann Knapp				
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Student Name		Student ID#		
Course	Hours	Grade	Semester	
General Education:				
ENG 101 Writing I	3			
MAT 105 Business Mathematics OR A Higher Level Mathematics Course	3 (3)			
BIO 135 Basic Anatomy and Physiology with Laboratory*	4			
Social/Behavioral Sciences	3			
Heritage/Humanities	3			
Subtotal	16			
Technical Core:				
CIT 105 Introduction to Computers OR OST 105 Introduction to Information Systems	3 (3)			
MIT 103 Medical Office Terminology OR AHS 115 Medical Terminology OR CLA 131 Medical Terminology from Greek and Latin	3 (3) (3)			
CIT 130 Productivity Software OR OST 240 Advanced Software Integration	3 (3)			
MIT 104 Medical Insurance	3			
OST 110 Word Processing Applications	3			
MIT 230 Medical Information Management	3			
MIT 217 Medical Office Procedures	3			
MIT 224 Medical Practice Management	3			
MIT 228 Electronic Medical Records	3			
MIT 250 Legal Issues in Medical Information Management	3			
MIT 295 Medical Information Technology Capstone	3			
Subtotal	33			
Technical and General Education Subtotal	49			
*Students may fulfill the Biology requirement with both BIO 137 AND BIO 139				



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Course	Hours	Grade	Semester
Administrative Option:			
ACT 101 Fundamentals of Accounting I OR	3		
ACC 201 Financial Accounting I	(3)		
MIT 227 Medical Office Software	3		
OST 235 Business Communications Technology	3		
Course Approved by Program Coordinator**	3		
Course Approved by Program Coordinator**	3		
Subtotal	15		
Total	64		
*Students may fulfill the Biology requirement with both BIO 137 AND BIO 139			
**Course Approved by Program Coordinator suggestions: Any MIT course, BAS course, OST course, ACC/ACT course, CIT course, or AHS course.			
		3/8/2021	

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Fall Semester		
Course No.	Course Title	Credit Hours
MIT 103	Medical Office Terminology OR	3
AHS 115	Medical Terminology OR	(3)
CLA 131	Medical Terminology from Greek & Latin	(3)
ENG 101	Writing I	3
OST 110	Word Processing Applications	3
	Social/Behavioral Sciences	3
CIT 105	Introduction to Computers OR	3
OST 105	Introduction to Information Systems	(3)
MAT 105	Business Math OR	3
	A Higher Level Mathematics Course	(3)
Subtotal		18
Spring Semester		
Course No.	Course Title	Credit Hours
CIT 130	Productivity Software OR	3
OST 240	Advanced Software Integration	(3)
BIO 135	Basic Anatomy and Physiology w/Lab*	4
MIT 230	Medical Information Management	3
MIT 104	Medical Insurance	3
MIT 217	Medical Office Procedures	3
Subtotal		16
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Fall Semester		
Course No.	Course Title	Credit Hours
ACC 201	Financial Accounting I OR	3
ACT 101	Fundamentals of Accounting	(3)
MIT 224	Medical Practice Management	3
OST 235	Business Communications Technology	3
MIT 227	Medical Office Software	3
	Course Approved by Program Coordinator **	3
Subtotal		15
Spring Semester		
Course No.	Course Title	Credit Hours
MIT 295	Medical Information Technology Capstone	3
MIT 250	Legal Issues in Medical Information Management	3
MIT 228	Electronic Medical Records	3
	Heritage/Humanities	3
	Course Approved by Program Coordinator**	3
Subtotal		15
Total	AAS Medical Administrative Track	64
*Students may fulfill the Biology requirement with both BIO 137 AND BIO 139		
**Course Approved by Program Coordinator suggestions: Any MIT course, BAS course, OST course, ACC/ACT course, CIT course, or AHS course.		
Program Coordinator Notes		
Progression in the Medical Information Technology program is contingent upon achievement of a grade of "C" or better in each course and maintenance of a 2.0 cumulative grade point average or better (on a 4.0 scale).		
BIO 137 is a pre-requisite to BIO 139 and may have to be taken in separate semesters.		