

Medical Assisting – 30 credits for CAS		
Name:	Date of Entry:	Advisor:
Dual Major With:	Academic Plan Advisor:	
Transferred From:		
Credit Hours Transferred In:	Must complete 50% of degree through Helena College	

Course #	Course Title	CR	Pre - Requisites	SEM	Grade	Comments
Semester One						
WRIT121 or WRIT 101	Intro to Tech Writing or College Writing	3	"C-" or better in 095 or placement			
AHMS 144 or BIOH 201	Medical Terminology or Anatomy and Physiology I	3	<i>Fall only</i>			
M108 or any 100+ level math	Business Math or any 100+ level math	3	Placement depends on course.			
CAPP 153	MS PowerPoint	3				
Choose Two of the Following Courses (Either Semester)						
AHMS 156	Medical Billing Fundamentals	3	<i>Fall only</i>			
AHMS 252	Computerized Medical Billing	3	<i>Fall only</i>			
AHMS 160	Beginning Procedural Coding	3	AHMS 144 <i>Spring only</i>			
AHMS 164	Beginning Diagnosis Coding	3	AHMS 144 <i>Spring only</i>			
Semester Two						
CAPP131 or CAPP 154	Basic MS Office or MS Word	3				
AMTG 113	Keyboarding and Document Processing	3				
AMGT 150 or AMGT 210	Customer Service Strategies or Office Success Strategies	3	Spring Only			
Choose one of the following:						
SOCI101	Intro to Sociology	3				
PSYX100	Intro to Psychology	3	Placement into WRIT 101 or WRIT095			
Developmental Coursework						