

Associate of Applied Science – Medical Assistant (AAS) – 2025-2026 Catalog Blocks are suggested for full-time students, but may be adjusted based on course scheduling, student employment, or individual needs. Courses **highlighted** lead to the Certificate of Proficiency as a Clinical Assistant, add course **highlighted** for the Certificate of Applied Science in Medical Assistant. Students can also obtain a Phlebotomy Technician (CP) which consist of 16 credits (all within taking the MA courses): BUS183, HES 102, HES 109, HES 120, HES 170.

First Block

X	Course	Notes	credits
	ENL 101 College Composition I *	Requires Placement	3
	HES 101 Basic Technical Math *	or MAT 109 or higher – Requires Placement	3
	HES 170 Medical Terminology for Clinical Health Professionals		3
	BUS 119 Medical Office Admin Procedures		3
	BUS 127 Microsoft Office I		3

Second Block

X	Course	Notes	credits
	HES 120 Law and Ethics of the Health Care Professional		3
	HES 190 Human Body in Health and Disease	Co-requisite HES 170	4
	HES 180 Basic Pharmacology	Pre-requisites of HES 101, MAT 101 or MAT 109 or higher	3
	BUS 183 Electronic Medical Record*		3

Summer: Consider taking Physical and Biological Sciences and/or Arts & Humanities or Social & Behavioral course(s) during summer because MDA 124 & 125 meet 9 hours per week.

Third Block

X	Course	Notes	credits
	MDA 124 Clinical Procedures I	Pre-requisites of HES 170, and BIO 160 or HES 190 – Fall Semester only	5
	HES102 Health Career Occupations		3
	Arts and Humanities or Social and Behavioral Sciences Course	Requires Placement	3
	Physical and Biological Sciences Course	Requires Placement	4

Fourth Block

X	Course	Notes	credits
	MDA 125 Clinical Procedures II	Pre-requisites of MDA 124; EMT 104 (or equivalent); HES 101 or MAT 101 or MAT 109 or higher. Co-requisites: BUS 119, HES 180. Spring Semester Only	5
	HES109 Phlebotomy	Fall or Spring Semester, immunizations, TB test, CPR/First Aid Card	4
	HES 145 Nutrition		3
	Communications Course	Not SPT 110 or SPT 120	3

Fifth Block -Summer only

X	Course	Notes	credits
	MDA 126 Medical Assistant Externship	Minimum grade of "C" to pass. May not retake. Pre-requisite MDA 125, immunizations, TB test, CPR/First Aid Card, and DPS card are required. COVID-19 and/or Flue vaccination or a clinical agency approve waiver/declination may be required for clinical placement.	4

All classes are offered online except MDA 124, MDA 125, MDA 126 and HES 109, which are Stand Alone Lecture and Lab courses

MDA 126 is a Paid or unpaid 160-hour summer internship in an ambulatory healthcare setting performing administrative/clinical and phlebotomy procedures.

Key

* = Prerequisite (Speak with your academic advisor or check the notes section for more information.)

Notes: This Academic Plan is a suggestion of how this program can be completed as a full-time student and may need to be adjusted based on the semester you start or your personal circumstances. Students should consult a faculty or academic advisor as they design their individual completion path.

General education options are located in section IV, Programs, of the NPC college catalog. To be sure your general education course applies to your degree, speak with your academic advisor. The online version of the college catalog is located on our public website: <https://www.npc.edu/college-catalog>

Your Academic Plan

Semester _____ Year _____

Course	Credits	Grade

Semester _____ Year _____

Course	Credits	Grade

Semester _____ Year _____

Course	Credits	Grade

Semester _____ Year _____

Course	Credits	Grade

Semester _____ Year _____

Course	Credits	Grade

Semester _____ Year _____

Course	Credits	Grade