

IDN: \_\_\_\_\_ Printed Name: \_\_\_\_\_

**TC-OMT-Medical Office Professional-Major Code: 4109**

This degree is not available in a guaranteed 8-semester plan for qualified freshmen. See your advisor to declare your major and sign an official degree plan.

MATH/ENGL prerequisite/co-requisite courses if student does not meet placement requirements:

**Prerequisites:** ENGL0263 \_\_\_\_\_ MATH 0233 \_\_\_\_\_ MATH 0304 \_\_\_\_\_ **Corequisites:** ENGL 0201 \_\_\_\_\_ MATH 0301 \_\_\_\_\_

**FIRST SEMESTER – 15 hours**

**Courses**

ITA 1003 Computer Applications for the Knowledge Worker	3 Hours	Note 2	Grade_____
OMT 1203 Introduction to Office Management	3 Hours	Note 2	Grade_____
OMT 2343 Office Communication Essentials	3 Hours	Note 2	Grade_____
OMT 2853 Medical Insurance Coding I	3 Hours	Note 2	Grade_____
English Composition requirement	3 Hours	Note 1	Grade_____

**SECOND SEMESTER – 15 hours**

**Courses**

FIN 1521 Personal Finance Applications	1 Hour	Note 4	Grade_____
OMT 1703 Advanced Computer Applications	3 Hours	Note 2	Grade_____
OMT 2843 Medical Insurance and Billing	3 Hours	Note 2	Grade_____
OMT 2863 Medical Insurance Coding II	3 Hours	Note 2	Grade_____
English Composition requirement	3 Hours	Note 1	Grade_____
Required electives	2 Hours	Note 2 & 3	Grade_____

**Total Hours: 30**

**NOTES**

1. General Education Core Requirements, see Graduation Requirements section of this catalog.
2. Student must maintain a cumulative GPA of 2.25 for these courses.
3. Required electives, two hours. Select from HLTH 1013, HLTH 1473, LEGL 1043, LEGL 2133, O673, s