

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<br>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