MEDICAL INFORMATION TECHNOLOGY (MIT) - DEGREE
Program Check Sheet

Student Name: _____ ID #: _____ Semester Entered: _____

Catalog Number	Course Title	Cr Hrs	AAS DEGREE							
			Medical Coding 510716706		Electronic Medical Records 510716707		Medical Office Management 510716709		Medical Administrative 510716705	
			Required	Term	Required	Term	Required	Term	Required	Term
MAT 105	Business Mathematics **OR**	3.0	*		*		*		*	
MAT 110	Applied Mathematics **OR**	(3.0)								
MAT 150	College Algebra	(3.0)								
ENG 101	Writing I	3.0	*		*		*		*	
BIO 135/L	Basic Anatomy & Physiology w/Lab **OR**	3.0	*		*		*		*	
BIO 137/L	Human Anatomy & Physiology I w/Lab **AND**	(3.0)								
BIO 139/L	Human Anatomy & Physiology II w/Lab	(3.0)								
	Oral Communications	3.0	*		*		*		*	
	Heritage/Humanities	3.0	*		*		*		*	
	Social Interaction	3.0	*		*		*		*	
	Computer Literacy	3.0	*		*		*		*	
OST 110	Document Formatting and Word Processing	3.0	*		*		*		*	
OST 240	Software Integration **OR**	3.0	*		*		*		*	
CIS 130	Microcomputer Application	(3.0)								
MIT 230	Medical Records & Data Management	3.0	*		*		*		*	
MIT 103	Medical Office Terminology **OR**	3.0	*		*		*		*	
AHS 115	Medical Terminology **OR**	(3.0)								
CLA 131	Medical Terminology from Greek and Latin	(3.0)								
MIT 104	Introduction to Medical Insurance	3.0	*		*		*		*	
MIT 217	Medical Office Procedures	3.0	*		*		*		*	
MIT 227	Medical Office Software	3.0	*		*		*		*	
MIT 228	Electronic Health Records	3.0	*		*		*		*	
MIT 295	MIT Technology Capstone	3.0	*		*		*		*	
ACT 101	Fundamentals of Accounting **OR**	3.0	*		*		*		*	
ACC 201	Financial Accounting	(3.0)								
MIT 204	Medical Coding	3.0	*							
MIT 205	Advanced Medical Coding	3.0	*							
OST 235	Business Communications Technology	3.0	*				*		*	
	Course (1) Approved by Program Coordinator (OST 275 – Office Management, BAS 160 – Intro to Business)	3.0	*							
OST 210	Advanced Word Processing Application	3.0			*				*	
IT 170	Introduction to Database Design	3.0			*					
	Courses (2) Approved by Program Coordinator (OST 275 – Office Management, BAS 160 – Intro to Business)	6.0			**					
BAS 160	Introduction to Business	3.0					*			
OST 275	Office Management	3.0					*			
OST 225	Introduction to Desktop Publishing	3.0							*	
	Course (1) Approved by Program Coordinator (▲OST 210 – Adv. Word Processing, ▼BAS 160 – Intro to Business)	3.0					*▲		*▼	
	TOTAL CREDIT HOURS		**64**		**64**		**64**		**64**	

1. **Required developmental courses based on placement scores are not reflected in ths list of courses.**
2. **First time, full-time undecided students and/or students required to take developmental course work will be enrolled in a college success course (GEN 100 or GEN 102).**

Curriculum in the KCTCS system is constantly being reviewed and updated to ensure quality and relevance. This check sheet should be used only as a guide for meeting the course requirements for each credential. See your advisor to confirm the requirements.

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