

Medical Assistant Certificate 25-26



ABOUT THIS MAJOR

Medical assistants are multiskilled health professionals (trained in cognitive, psychomotor and affective domains) specifically educated to work in ambulatory settings performing administrative and clinical duties. The practice of medical assisting directly influences the public's health and well-being, and requires mastery of a complex body of knowledge and specialized skills requiring both formal education and practical experience that serve as standards for entry into the profession. The medical assistant program prepares people to work under the direction of physicians, registered nurses, and podiatrists in medical offices and clinics. The Certificate will allow the holder to sit for credentialing examinations.

. For more information, visit the [Health and Safety Sciences](#) division.

TO EARN A Certificate A STUDENT MUST COMPLETE THE FOLLOWING:

- [1] Completion of Major & Program Electives Courses
- [2] Minimum grade point average of 2.0
- [3] A C or better in all courses required for the major

Cert- Medical Assistant

[Total Units Required for the Certificate/Major: 35]

Required ENGL Courses, choose one (total 3 units)	
ENGLC1000 - Academic Reading and Writing	3
ENGLC1000H - Academic Reading and Writing - Honors	3

Required Courses (32 units)	
BIOL100 - Elementary Human Anatomy and Physiology	3
NF100 - Nutrition	3
MOA101 - Beginning Medical Terminology	3
MOA102 - Advanced Medical Terminology	3
MOA110 - Beginning Medical Office Assisting	4
MOA111 - Advanced Medical Office Assisting	7
BIP151 - Basic Principles of Coding for the Medical Office	3
BIP152 - Beginning Medical Insurance	3
BIP205 - Medical Office Procedures	3

RECOMMENDED PATHWAY

Medical Assistant Certificate

The Recommended Plan of Study is determined by the discipline faculty. Take classes in **Summer** or **Interession** if needed to complete your degree in a timely manner!

Fall/Spring: Max 19 units | Summer: Max 9 units | Interession: Max 6 units

☐ Major

SEMESTER 1

Course	Units
<input type="checkbox"/> ENGLC1000 or ENGLC1000H	3
<input type="checkbox"/> BIP 152	3
<input type="checkbox"/> BIP 205	3
Total Units	9

SEMESTER 2

Course	Units
<input type="checkbox"/> BIOL 100	3
<input type="checkbox"/> MOA 101	3
<input type="checkbox"/> BIP 151	3
Total Units	9

SEMESTER 3

Course	Units
<input type="checkbox"/> MOA 102	3
<input type="checkbox"/> MOA 110	4
<input type="checkbox"/> NF 100	3
Total Units	10

SEMESTER 4

Course	Units
<input type="checkbox"/> MOA 111	7
Total Units	7
Total Units	35

COUNSELING NOTE SECTION

Prerequisite: If a course is listed as a prerequisite for another course, that prerequisite course must be completed with a satisfactory grade to enroll in the next course. A satisfactory grade is a grade of "A," "B," "C" or "P". Students who enroll in classes for which they do not meet the prerequisites will be involuntarily dropped. Students will be notified of this involuntary drop. Title 5, Section 55200(d)

Application for Graduation:

Antelope Valley College awards degrees three times annually following the Fall, Spring, and summer semesters. Students must apply for graduation to earn their degree or certificate. Applications are due by September 6 for spring/summer graduates and by February 14 for fall graduates.

AVC 25-26 CATALOG: [ACADEMIC POLICIES](#)

INFORMATION and RESOURCES

Tutoring Assistance	Career Center	AVC Student Health Services
Transfer Center	Office of Students with Disabilities	Palmdale Center
Basic Needs	Financial Aid	Counseling Division