

Student Name: \_\_\_\_\_

September, 2005

NEW HAMPSHIRE COMMUNITY TECHNICAL COLLEGE  
2020 Riverside Drive, Berlin, NH 03570

**MEDICAL ASSISTANT CERTIFICATE  
TRANSCRIPT CHECKLIST**

Minimum Credit Hours Required for Certificate 46

**MAJOR SPECIALIZATION - (36 Credits)**

OFT113 Business Documentation II	(3) ____	MED101 Clinical Procedures I	(6) ____
OFT117 Medical Terminology	(3) ____	MED105 Legal and Ethical Issues in Healthcare	(3) ____
OFT120 Medical Office Systems and Procedures	(3) ____	MED201 Clinical Procedures II	(3) ____
OFT220 Intro to Medical Billing	(3) ____	MED202 Laboratory Procedures	(3) ____
OFT118 Medical Transcription I	(3) ____	MED203 Affiliation I	(4) ____
<b>- OR -</b>		MED211 Pharmacology	(2) ____
OFT225 Intro to Medical Coding	(3) ____		

**LIBERAL ARTS - (10 Credits)**

**ENGLISH - (3 Credits)**

ENG120 College Composition (3) \_\_\_\_

**SCIENCE - (4 Credits)**

BIO120 Human Biology (4) \_\_\_\_

**-OR-**

BIO114 Anatomy & Physiology I (4) \_\_\_\_

**SOCIAL SCIENCE - (3 Credits)**

PSY111 Psychology (3) \_\_\_\_

All courses required unless otherwise indicated.