



Medical Office Receptionist (C2531004)

2016/17 Curriculum Sheet

Coordinator: Wanda Tenpenny - Phone: 252-493-7509 - Email: wtenpenn@email.pittcc.edu

Student Name: _____
 Advisor: _____
 Phone: 252-493-7 _____

Anticipated Graduation Date: _____
 Email: _____
 Office Location: _____

Fall I							
Prefix	No	Title	Class	Lab	Clinic	Credit	Course Prerequisites
MED	121	Medical Terminology	3	0	0	3	None
OST	131	Keyboarding	1	2	0	2	None
OST	137	Office Software Applications	2	2	0	3	None
Total Recommended Hours			6	4	0	8	

Spring 1							
MED	122	Medical Terminology II	3	0	0	3	MED 121
OST	149	Medical Legal Issues	3	0	0	3	None
OST	286	Professional Development	3	0	0	3	None
Total Recommended Hours			9	0	0	9	

Total Program Hours 17

Program Option/Electives

Elective 1 -

Program's highest developmental courses that MUST be completed	Placement scores determine required courses
	Score =

Notes:

Please note that this is a possible semester-by-semester course of study. Any developmental courses such as DMA and DRE courses that are necessary for student placement could extend the time needed for completion. In such cases, graduation may be extended by one or more semester(s). Other delays might be experienced in regard to the timelines of various course offerings.