

Name of Degree/Diploma or Certificate	Associate of Science Degree in Medical Information Technology - Electronic Medical Records Track		
Coordinator Contact Information	Name	Sharon Breeding	
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Assistant Dean Contact Information	Name	Jenny Jones	
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Recommended Sequencing		Courses	Date Complete
	Prior to Start*	Students must be ready to enroll in college-level courses.	
	First Year, Fall	<ul style="list-style-type: none"> • OST 105 – Intro to Information Systems • ENG 101 Writing I • MT 105 Business Mathematics or MAT 110 Applied Mathematics or MAT 150 College Algebra or A Higher Level Quantitative Reasoning Course • OST 110 Document Formatting and Word Processing • MIT 103 or AHS 115 or CLA 131 Medical Terminology 	
	First Year, Spring	<ul style="list-style-type: none"> • Science (BIO 135 or BIO 137/139) • MIT 104 Medical Insurance • OST 210 Advanced Word Processing • MIT 230 Medical Information Management • ACT 101 Fundamentals of Accounting I or ACC 201 Financial Accounting I 	
	First Year, Summer	<ul style="list-style-type: none"> • MIT 217 Medical Office Procedures • Course Approved by Coordinator 	
	Second Year, Fall	<ul style="list-style-type: none"> • OST 240 Software Integration • MIT 228 Electronic Medical Records • Social/Behavior Sciences • CIT 170 Database Design Fundamentals 	
	Second Year, Spring	<ul style="list-style-type: none"> • Heritage/Humanities • Oral Communications • MIT 227 Medical Office Software • MIT 295 Medical Information Technology Capstone 	

*The following ACT/COMPASS scores are required to complete the OST curriculum in two years:

	Math	Reading	Writing
Office Systems Technology	29	69	47