MURRAY STATE COLLEGE

# Associate of Applied Science in Business Management
## Medical Office Administration Option
## 2026-27 Degree Check

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| **Name:** | **Completed by:** |
| **ID:** | **Date:** |

| General Education Requirements (18 Credits) | Credits | Grade | Semester | Notes |
|---|---|---|---|---|
| **Communication** (6 Credits) | | | | |
| ENG-1113 English Composition I | 3 | | | |
| ENG-1213 English Composition II **or** SPC-1113 Fundamentals of Speech | 3 | | | |
| **History and U.S. Government** (6 Credits) | | | | |
| HST-1483 US History to the Civil War **or** HST-1493 US History since the Civil War | 3 | | | |
| GVT-1113 American Federal Government | 3 | | | |
| **Humanities** (1 Credit) | | | | |
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| **General Education Electives** (6 Credits) | | | | |
| BC-2113 Business Communications | 3 | | | |
| CIS-1113 Computer Applications | 3 | | | |
| **Student Success** (1 Credit) For first-time freshmen | | | | |
| COL-1211 Success Strategies | 1 | | | |

| Program Requirements (45 Credits) | Credits | Grade | Semester | Notes |
|---|---|---|---|---|
| **Program Core** (24 Credits) | | | | |
| ACC-2103 Fundamentals of Financial Accounting*†§ | 3 | | | |
| BM-1103 Introduction to Business | 3 | | | |
| BM-1403 Business Math§ | 3 | | | |
| BM-2613 Business Ethics* | 3 | | | |
| BM-2013 Principles of Management† | 3 | | | |
| BUS-2763 Professional Development | 3 | | | |
| BM-2513 Business Management Internship I | 3 | | | |
| BM-2723 Spreadsheet Applications*§ | 3 | | | |
| **Medical Office Administration Option Core** (18 Credits) | | | | |
| MOA-1113 Medical Office Terminology I | 3 | | | |
| MOA-1123 Coding for the Medical Office | 3 | | | |
| MOA-1213 Medical Law, Liability, & Ethics | 3 | | | |
| MOA-1233 Medical Terminology - Anatomy & Physiology | 3 | | | |
| MOA-2123 Medical Office Procedures | 3 | | | |
| BM-2023 Principles of Customer Service† | 3 | | | |
| **Medical Office Administration Option Electives** (3 Credits) | | | | |
| PSY-1113 Introductory Psychology | 3 | | | |
| ACC-1113 Introduction to Accounting§ | 3 | | | |
| ACC-2303 Computerized Accounting | 3 | | | |
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***Completed courses earn a Certificate in Business Support Specialist.**

**†Completed courses earn a Certificate in Hospitality Leadership.**

**§Completed courses earn a Certificate in Accounting.**

**Substitutions must be approved by Program Chair**

**Total Credit Hours Required: 64** ☐ **15 hours at MSC** ☐ **Min 2.0 GPA** ☐ **Min 19 Hours in Gen Ed Core** ☐