

Northland Pioneer College
CERTIFICATE OF APPLIED SCIENCE (CAS)
ADMINISTRATIVE INFORMATION SERVICES - Medical Office Procedures
2012-2013 Catalog Year
NPC Advising Checksheet - Minimum of 39 Credits

Name:	Student ID:
Advisor Name:	Date:

I. GENERAL EDUCATION REQUIREMENTS (6 CRS)				II. DISCIPLINE STUDIES (0 CRS)			
	CRS	GR	SEM		CRS	GR	SEM
COMMUNICATIONS (3 CRS)				PHYSICAL & BIOLOGICAL SCIENCES			
ENL 101	3			NOT REQUIRED	0		
MATHEMATICS (3 CRS)				ARTS & HUMANITIES			
MAT 103	3			NOT REQUIRED	0		
				SOCIAL & BEHAVIORAL SCIENCES			
				NOT REQUIRED			

III. CORE REQUIREMENTS (33 CRS)				IV. REQUIRED ELECTIVES (0 CRS)			
AREA OF SPECIALIZATION:					CRS	GR	SEM
MEDICAL OFFICE PROCEDURES							
	CRS	GR	SEM				
AIS 102	1						
AIS 105	1						
AIS 110	3						
AIS 111	3						
AIS 112	1						
AIS 115	1						
AIS 118	3						
AIS 119	3						
AIS 123	3						
AIS 127	3						
AIS 180	3						
AIS 198	1						
<i>OR</i>							
AIS 298	1						
AIS 231	3						
BUS 112	3						
<i>OR</i>							
BUS 117	3						
CIS 103	1						

The Associate of Applied Science (AAS) Degree is designed for specialization in vocational or technical fields and requires completion of a minimum of 64 credits with a cumulative grade point average of 2.0 on a 4.0 scale.