

BHT3 Business Healthcare Technology Degree Graduation Checklist 2026

Name _____

Ph. # _____

Address _____

ID # _____

		Semester Credits	Lecture/Labs	Contact Hours	Grade	Semester/Year
DEVELOPMENTAL STUDIES						
	Developmental Reading					
	Developmental English					
	Developmental Math					
GENERAL EDUCATION CORE		15				
AREA I – LANGUAGE ARTS/COMMUNICATION		3				
ENGL 1101	Composition and Rhetoric OR Literature and Composition	3	3/0	3		
ENGL 1102		3				
AREA II – SOCIAL/BEHAVIORAL SCIENCES		3				
ECON 1101	Principles of Economics OR Principles of Macroeconomics OR Principles of Microeconomics OR Introduction to Psychology OR Introduction to Sociology OR (Economics, Ethnology/Ethnic Studies, History, Political Science, Psychology, Sociology)	3	3/0	3		
ECON 2105		3	3/0	3		
ECON 2106		3	3/0	3		
PSYC 1101		3	3/0	3		
SOCI 1101		3	3/0	3		
AREA III – NATURAL SCIENCES/MATHEMATICS		3				
MATH 1100	Quantitative Skills and Reasoning OR Mathematical Modeling OR College Algebra Quantitative Skills and Reasoning (Astronomy, Biology, Chemistry, Physics, Mathematics, Computer Science)	3	3/0	3		
MATH 1101		3	3/0	3		
MATH 1111		3	3/0	3		
MATH 1103		3	3/0	3		
AREA IV – HUMANITIES/FINE ARTS		3				
ENGL 2130	American Literature Literature and Composition (Art Appreciation, American Literature, English Literature, Film Studies and Criticism, Humanities, Literature and Cultural Studies, Music Appreciation, Theatre Appreciation, Spanish, Religion)	3	3/0	3		
		3	3/0	3		
PROGRAM SPECIFIC REQUIREMENTS		3				
SPCH 1101	Public Speaking – Any General Core Elective (Any 3 semester credit elective from Area I, II, III, or IV)	3	3/0	3		
OCCUPATIONAL COURSES		33				
COMP 1000 OR BUSN 1000	Introduction to Computer Literacy Computers in Healthcare	3	1.667/2.667	4.334		
		3	1/4	5		

		Semester Credit	Lecture// Lab	Contact Hours	Grade	Semester /Year
BUSN 1010	Medical Terminology, Anatomy, and Diseases for Business	6	6/0	6		
BUSN 1015	Introduction to Healthcare Reimbursement	3	3/0	3		
BUSN 2190	Business Document Proofreading and Editing	3	2/2	4		
BUSN 2340	Healthcare Administrative Procedures	4	2/4	6		
BUSN 2350	Electronic Health Records	3	1/4	5		
BUSN 2375	Healthcare Coding	3	1/4	5		
BUSN 1460	Keyboarding and Document Formatting	4	1/6	7		
ACCT 1100 OR BUSN 2200 OR BUSN 1800	Financial Accounting Office Accounting Introduction to Healthcare Accounting	4 4 3	3/2 3/2 3/0	5 5 3		
OCCUPATIONAL SPECIALIZATION: Choose 1 BUSINESS HEALTHCARE (8BH3) OR		15				
XXXX xxxx	Electives	15				
OCCUPATIONAL SPECIALIZATION: COMPLIANCE & REIMBURSEMENT (8C83)		15				
BUSN 2400	Healthcare Procedural Coding	3	2/2	4		
BUSN 2410	ICD Coding	3	2/2	4		
BUSN 2420	Advanced Medical Coding	3	1/4	5		
BUSN 2810	Healthcare Compliance	3	3/0	3		
BUSN 2850	Health Record Auditing	3	3/0	3		

TOTAL CREDITS NEEDED FOR GRADUATION: 63

COMPASS: Reading – 79; English – 62; Algebra – 37 (28-36 MAT 099), 26-99 PreAlg. 0-27 ALG - MAT 098))

ASSET: Reading – 41; English – 40; Algebra – 42

Accuplacer Reading Comp.: 64

Accuplacer NextGen: Reading: 236

Accuplacer Sentence Skills: 70

Accuplacer NextGen: Writing: 249

Accuplacer Elementary Algebra: 57

Accuplacer NextGen: Quant Reas/Algebra: 245

SAT: Reading – 17; Writing – 17; Numerical – 21

PSAT: (after March 2016) Reading – 17; Writing – 17; Numerical – 21

ACT/PACT: Reading – 16; Writing – 14; Numerical – 17

GA Milestones: ELA: Reading – 525; Writing – 525

GED: (2014 and after): Reading – 145; Numerical – 145

HOPE GPA (after 10th grade): 2.6

If an applicant has earned an AAS/AS or higher, they are eligible for degree level courses.

SUGGESTED SEMESTER SCHEDULE

<i>Fall Start</i> <i>Estimated Completion: Fall3</i>	<i>Spring Start</i> <i>Estimated Completion: Fall2</i>	<i>Summer Start</i> <i>Estimated Completion: Spring2</i>
<p>Fall1 BUSN 1010 COMP 1000 ENGL 1101 Credits: 12</p> <p>Spring1 BUSN 1015 BUSN 1460 MATH BUSN 2400 Credits: 13</p> <p>Summer1 BUSN 2810 BUSN 2410 Credits: 6</p> <p>Fall2 BUSN 2350 ACCT1100 BUSN 2420 AREAI Credits: 13</p> <p>Spring2 BUSN 2340 BUSN 2375 BUSN 2190 AREAI Credits: 13</p> <p>Summer2 GENELECT Credits: 3 Notes: if another specialization a class may be available</p> <p>Fall3 BUSN 2850 Credits: 3</p>	<p>Spring1 BUSN 1010 COMP 1000 ENGL 1101 Credits: 12</p> <p>Summer1 BUSN 1015 BUSN 2400 Credits: 6</p> <p>Fall1 BUSN 1460 MATH BUSN 2350 AREAI Credits: 13</p> <p>Spring2 BUSN 2340 BUSN 2375 BUSN 2190 AREAI Credits: 13</p> <p>Summer2 BUSN 2810 BUSN 2410 Credits: 6</p> <p>Fall2 ACCT1100 BUSN 2420 BUSN 2850 GENELECT Credits: 13</p>	<p>Summer1 ENGL 1101 COMP 1000 Credits: 6</p> <p>Fall1 BUSN 1010 BUSN 1460 AREAI Credits: 13</p> <p>Spring1 BUSN 1015 BUSN 2400 BUSN 2340 BUSN 2375 Credits: 13</p> <p>Summer2 BUSN 2810 BUSN 2410 Credits: 6</p> <p>Fall2 BUSN 2850 BUSN 2350 ACCT1100 MATH Credits: 13</p> <p>Spring2 BUSN 2190 AREAI GENELECT BUSN 2420 Credits: 12</p>