

BHT2 Business Healthcare Technology Diploma Graduation Checklist (202616)

Name _____

Ph. # _____

Address _____

ID # _____

		Semester Credits	Lecture/Labs	Contact Hours	Grade	Semester /Year
DEVELOPMENTAL STUDIES						
	Developmental Reading					
	Developmental English					
	Developmental Math					
GENERAL CORE COURSES		8				
ENGL 1010	Fundamentals of English I	3	3/0	3		
MATH 1011 MATH 1012	Business Mathematics OR Foundations of Mathematics	3	3/0	3		
EMPL 1000 OR PSYC 1010	Interpersonal Relations and Prof. Dev. Basic Psychology	2 3	2/0 3/0	2 3		
OCCUPATIONAL COURSES		33				
COMP 1000 OR BUSN 1000 OR	Introduction to Computer Literacy Computers in Healthcare	3 3	1.667/2.667 1/4	4.334 5		
BUSN 1010	Medical Terminology, Anatomy, and Diseases for Business	6	6/0	6		
BUSN 1460	Keyboarding and Document Formatting	4	1/6	7		
BUSN 2190	Business Document Proofreading & Editing	3	2/2	4		
BUSN 1015	Introduction to Healthcare Reimbursement	3	3/0	3		
BUSN 2350 OR HIMT 1250	Electronic Health Records Health Record Content and Structure	3 2	1/4	5		
BUSN 2375	Healthcare Coding	3	1/4	5		
BUSN 2340	Healthcare Administrative Procedures	4	2/4	6		
ACCT 1100 or BUSN 2200 or	Financial Accounting Office Accounting	4 4	3/2 3/2	5 5		
ELECTIVES		7				

TOTAL CREDITS NEEDED FOR GRADUATION: 48

COMPASS: Reading – 70; Writing – 32; Numerical – 26

ASSET: Reading – 38; Writing – 37; Numerical – 32

Accuplacer Reading Comp.: 55

Accuplacer NextGen: Reading: 224

Accuplacer Sentence Skills: 60

Accuplacer NextGen: Writing: 236

Accuplacer Elementary Numerical: 34

Accuplacer NextGen: Numerical: 229

SAT: Reading – 16; Writing – 15; Numerical – 18

PSAT: (after March 2016) Reading – 16; Writing – 15; Numerical – 18

ACT/PACT: Reading – 14; Writing – 13; Numerical – 14

GAHSGT: Reading – 235; Writing – 235

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 diploma level courses.

Suggested Schedule

Fall Start	Spring Start	Summer Start
<i>Estimated Completion: Spring2</i>	<i>Estimated Completion: Summer2</i>	<i>Estimated Completion: Fall2</i>
Fall1	Spring1	Summer1
BUSN 1010	BUSN 1010	ENGL 1101*
COMP 1000	COMP 1000	COMP 1000
ENGL 1101*	ENGL 1101*	Credits: 6
Credits: 12	Credits: 12	Fall1
Spring1	Summer1	BUSN 1010
BUSN 1015	BUSN 2410	BUSN 1460
BUSN 1460	BUSN 2400	MATH
MATH	Credits: 6	Credits: 13
BUSN 2400	Fall1	Spring1
Credits: 13	BUSN 1460	BUSN 1015
Summer1	MATH	BUSN 2400
BUSN 2190	BUSN 2350	BUSN 2340
BUSN 2410	BUSN 1015	BUSN 2375
Credits: 6	Credits: 13	Credits: 13
Fall2	Spring2	Summer2
BUSN 2350	BUSN 2340	BUSN 2190
PSYC1101*/EMPL1000	BUSN 2375	BUSN 2410
ACCT1100	BUSN 2190	Credits: 6
BUSN 2420	ACCT1100	Fall2
Credits: 13/12	Credits: 14	BUSN 2350
Spring2	Summer2	ACCT1100
BUSN 2340	BUSN 2420	PSYC1101*/EMPL1000
BUSN 2375	PSYC1101*/EMPL1000	BUSN 2420
Credits: 7	Credits: 6/5	Credits: 13/12

PVA=Provisional Admission
PRA=Program Admission