



Bachelor of Science in Health Care Administration

Degree Plan

Course	Credits	Start Date
Term 1		
First Session		
COM100 – Introduction to Communications	3	
PAC115 – Medical Terminology	3	
Second Session		
MAT245 – Personal Finance	3	
HCA100 – Contemporary Issues in Health Care	3	
Term 2		
First Session		
CMP160 – English Composition I	3	
SBS105 – Introduction to Psychology	3	
Second Session		
MAT200 – Principles of Accounting I	3	
HCA110 – Insurance and Healthcare Reimbursement	3	
Term 3		
First Session		
SBS110 – Introduction to Sociology	3	
HCA120 – Healthcare Information Systems	3	
Second Session		
HUM155 – American History I	3	
COM220 – Management Communication	3	
Term 4		
First Session		
NPS100 – Introduction Biology	3	
HUM100 – World of Art	3	
Second Session		
CMP170 – English Composition II	3	
HCA205 - Principles of Health and Disease	3	
Term 5		
First Session		
SBS200 – Human Development	3	
MAT140 – College Algebra	3	
Second Session		
NPS195 – Study of Physical Science	3	
HCA125 – Healthcare Finance	3	

Term 6		
First Session		
HCA105 – Pharmacology	3	
HCA130 – Healthcare Writing and Communications	3	
Second Session		
SBS120 – Diversity and Culture	3	
MGT215 – Customer Relationship Management	3	
Term 7		
First Session		
HCA310 – HIPAA and Electronic Health Records	3	
MGT414 – Principles of Management	3	
Second Session		
COM140 – Managing Performance and Developing Teams	3	
MGT464 – Organizational Behavior	3	
Term 8		
First Session		
MAT350 – Quantitative Methods	3	
BIO210 – Microbiology	3	
Second Session		
HCA305 – Health Perspectives and Assessment	3	
HCA315 – Legal Aspects of Health Care Administration	3	
Term 9		
First Session		
HCA320 – Healthcare Policy and Economics	3	
HCA405 – Medical Office Management	3	
Second Session		
HCA410 – Healthcare Careers	3	
PAC415 – Healthcare Ethics	3	
Term 10		
First Session		
BUS454 – Ethical Decision Making for Business	3	
COM230 – Human Resource Management	3	
Second Session		
MGT424 – Leadership in Organizations	3	
HCA499 – Senior Capstone	3	

Each 16-week term is composed of two 8-week sessions. This degree plan is based on full-time status as defined in the [Academic Catalog](#).