

Suggested Program Course List - Medical Administrative Professional 3, Online, Spring 2023

Term	Class Nbr	Catalog	Course Title	Credits	Start Date	End Date	Location	Instructional Mode	Days of Week	Start Time	End Time
1232	21929	10101176	❖*Financial Accounting 1A <b>OR</b>	2	01/23/23	03/16/23	ONLN	Your Choice	MW	9:30	10:20
									TR	9:30	10:50
1232	21931	10101176	◆*Financial Accounting 1A	2	01/23/23	03/13/23	ONLN	Online Live	M	5:00	7:50
1232	22123	10103152	MS Excel B <b>OR</b>	1	03/27/23	05/19/23	ONLN	Online	M-F	7:00	7:30
1232	23994	10103152	MS Excel B	1	01/23/23	05/19/23	ONLN	Online	M-F	7:00	7:30
1232	22192	10160134	Medical Insurance Claims	4	01/23/23	05/19/23	ONLN	Online	M-F	7:00	7:30
1232	22193	10160145	Medical Administrative Practice	4	01/23/23	05/19/23	ONLN	Online	M-F	7:00	7:30
1232	21114	10809196	Introduction to Sociology <b>OR</b>	3	01/23/23	05/19/23	ONLN	Online	M-F	7:00	7:30
1232	21093	10809172	Introduction to Diversity Studies	3	01/23/23	05/19/23	ONLN	Online	M-F	7:00	7:30
Not Offered Spring Semester:											
		10510135	Anatomy, Physiology, and Disease Concepts								

❖ This class is offered in the “Your Choice” format for which you may choose to attend class in person, complete the class online, or a combination of the two.

You can expect the following from the class:

- Class attendance is not required.
- There are lectures from the instructor that will be uploaded to Blackboard for online viewing.
- You will be responsible for work team collaboration throughout the course as scheduled.
- Assignments are submitted online through Blackboard unless otherwise required by the instructor.
- There are strict deadlines and assignment requirements.
- Your instructor will support your efforts throughout your learning experience.
- You determine your own level of success!

◆ This class will be delivered virtually using web conferencing in real-time on the days and times scheduled.

Attendance is expected during designated class hours by logging into your course remotely. Students will not be on campus to attend this course.

\*This class requires a specified amount of time online in addition to regularly scheduled face-to-face classroom hours.

Actual online class participation is determined by you based on your schedule or as communicated by your instructor.

Online classes appear on your schedule from 7:00 to 7:30 a.m., but you are not required to log in at that time.

Actual class participation is determined by you based on your schedule or as communicated by your instructor.

Please be advised that low enrollment class sections may be cancelled.

You will be contacted by Student Services with information on other class sections available in alternate formats.

[For the most up-to-date course listing, go to the Northwood Tech homepage and click on 'Find a Class'](#)

[To view your curriculum checklist, click here](#)