



TRANSFER GUIDE - ASSOCIATE DEGREE PROGRAMS

Northwood Tech Program: Medical Administrative Professional 2023-2024

Lakeland University Program: Business Administration, Healthcare Management Emphasis 2023-2024

Minimum GPA for admission: 2.0

Review Date: 12/23

General Education Courses					
Technical College			Lakeland		
Course No.	Course Title	Credits	Course No.	Course Title/Field	Credits
10-801-136	English Composition 1	3	GEN 110	Composition I: Academic Writing	3
10-804-123	Math with Business Applications	3		An elective course	3
10-809-196	Introduction to Sociology --OR--	3	SOC 100	Introduction to Sociology	3
10-809-172	Intro to Diversity Studies		SOC 210	Majority-Minority Relations	
10-801-196	Oral/Interpersonal Communication	3	COM 111	Fundamentals of Public Speaking	3
10-801-197	Technical Reporting	3	WRT 335	Technical Writing	3
10-809-198	Introduction to Psychology	3	PSY 200	Introduction to Psychology	3
	Total general education credits earned:	18		Total general education credits accepted:	18
Occupational Courses					
Course No.	Course Title	Credits	Course No.	Course Title	Credits
10-103-125	MS Outlook	1		An elective course	1
10-103-146	MS Word A	1		An elective course	1
10-106-110	Document Formatting	2		An elective course	2
10-160-143	Medical Office Procedures and Customer Service	2		An elective course	2
10-106-146	Proofreading for the Office	3		An elective course	3
10-501-101	Medical Terminology	3	BIO 135	Medical Terminology	3
10-103-147	MS Word B	1		An elective course	1
10-103-151	MS Excel A	1		An elective course	1
10-160-140	Medical Office Administration	3		An elective course	3
10-160-135	Introduction to Healthcare Documentation	3		An elective course	3
10-196-138	Conflict Resolution and Confrontation Skills	1		An elective course	1
10-103-152	MS Excel B	1		An elective course	1
10-160-134	Medical Insurance Claims	4		An elective course	4
10-160-145	Medical Administrative Practice	4		An elective course	4
10-101-176	Financial Accounting 1A	2		An elective course	2
10-105-160	Medical Externship	1		An elective course	1
10-160-142	Patient Billing and Reimbursement	3		An elective course	3
10-510-135	Anatomy, Physiology, and Disease Concepts	2		An elective course	2
10-890-116	Job Quest	1	EXP 100	Professional Protocol	1
	Elective	3		An elective course	3
	Total of Occupational/Elective	42		Total of Occupational/Elective	42
	Total transferable credits:	60		Total transferable credits:	60

NOTE: Transfer credits noted assume completed Associate's Degree.

Courses needed to complete degree at Lakeland University:

Course No.	Course Title	Credits
GEN 112	Composition II: Argumentation & Research	3
GEN 3XX	CORE II: Exploring the Human Condition	3
GEN 4XX	CORE III: Shaping the Future	3
ACC 210	Financial Accounting Principles	3
ACC 220	Managerial Accounting Principles	3
BUS 150	Pathways to Success: An Introduction to Business	3
BUS 265	Personal Finance	3

BUS 301	Management Information Systems	3
BUS 330	Management Principles	3
BUS 340	Principles of Business Finance	3
BUS 410	Business Law I	3
BUS 491	Business Policy Strategy (WI)	3
ECN 230	Principles of Microeconomics	3
ECN 235	Principles of Macroeconomics	3
MAT 220	Probability & Statistics	3
MKT 350	Marketing Principles	3
Healthcare Management Emphasis choose 4 of 5		12
BUS 305	Survey of the United States Healthcare System	
BUS 308	Healthcare Financial Management	
BUS 309	Healthcare Economics	
BUS 422	Healthcare Law & Ethics	
BUS 413	Internship in Healthcare Management	
Electives needed to reach the 120 credit minimum:		0
Total credits needed to complete Lakeland University degree:		60