

# Health Information Technology / Medical Records A.A.S.

**HIT.AAS**

## Curriculum Outline

Effective term: Spring 2009  
Outline created: September 2009

Name: \_\_\_\_\_ Expected Graduation Date: (Circle One)  
May August December 20\_\_\_\_

Student ID: \_\_\_\_\_

Advisor: \_\_\_\_\_ If applying transfer credits to Onondaga curriculum requirements, list name(s) of transfer institution(s): \_\_\_\_\_

Minor(s): \_\_\_\_\_

Requirements	Courses	Completed		In Progress		Final Semester	
		Credits	Grade	Credits	Grade	Credits	Grade
<b>English</b> <i>6 Credits</i>	ENG-103 (3)	_____	_____	_____	_____	_____	_____
	ENG-104 (3)	_____	_____	_____	_____	_____	_____
<b>Social Science / Humanities / Science / Mathematics</b> <i>3 Credits</i>	_____ ( )	_____	_____	_____	_____	_____	_____
	_____ ( )	_____	_____	_____	_____	_____	_____
<b>Science</b> <i>11 Credits</i>	BIO-171 (4)	_____	_____	_____	_____	_____	_____
	BIO-172 (4)	_____	_____	_____	_____	_____	_____
	BIO-221 (3)	_____	_____	_____	_____	_____	_____
<b>Computer Information Systems</b> <i>3 Credits</i>	CIS-100 (3)	_____	_____	_____	_____	_____	_____
<b>General Elective</b> <i>3 Credits</i>	_____ ( )	_____	_____	_____	_____	_____	_____
<b>Health Information Technology</b> <i>39 Credits</i>	HIT-101 (3)	_____	_____	_____	_____	_____	_____
	HIT-102 (3)	_____	_____	_____	_____	_____	_____
	HIT-103 (3)	_____	_____	_____	_____	_____	_____
	HIT-110 (3)	_____	_____	_____	_____	_____	_____
	HIT-120 (3)	_____	_____	_____	_____	_____	_____
	HIT-201 (3)	_____	_____	_____	_____	_____	_____
	HIT-202 (3)	_____	_____	_____	_____	_____	_____
	HIT-205 (3)	_____	_____	_____	_____	_____	_____
	HIT-210 (4)	_____	_____	_____	_____	_____	_____
	HIT-215 (3)	_____	_____	_____	_____	_____	_____
	HIT-223 (1)	_____	_____	_____	_____	_____	_____
	HIT-225 (3)	_____	_____	_____	_____	_____	_____
	HIT-227 (3)	_____	_____	_____	_____	_____	_____
HIT-230 (1)	_____	_____	_____	_____	_____	_____	
<b>Health</b> <i>1 Credit</i>	HEA-____/( )	_____	_____	_____	_____	_____	_____
	HUM-270	_____	_____	_____	_____	_____	_____
<b>Physical Education</b> <i>2 Credits</i>	_____ ( )	_____	_____	_____	_____	_____	_____
	_____ ( )	_____	_____	_____	_____	_____	_____
<b>TOTAL: 68 Credits</b>							

### FOR GRADUATION CERTIFICATION

I understand curriculum requirements and information provided regarding graduation certification. \_\_\_\_\_

I have reviewed curriculum requirements with this student. \_\_\_\_\_

Signature of Student \_\_\_\_\_ Date \_\_\_\_\_ Signature of Advisor/Counselor \_\_\_\_\_ Date \_\_\_\_\_

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**ENGLISH:** Six (6) credits required. ENG-103 and ENG-104 required. (Students may be required to begin their English sequence with ENG-099, a non-credit course.)

**SOCIAL SCIENCE / HUMANITIES / SCIENCE / MATHEMATICS:** Three (3) credits are required. Any ANT, ART, COM, HIS, MUS, PHI, POS, PSY, RDG or SOC course may be applied to this category. Language, literature, non-technical math or physical sciences, and biological sciences are also applicable.

**SCIENCE:** As listed. To fulfill graduation requirements, all courses in this category must be completed with a grade of C or higher.

**COMPUTER INFORMATION SYSTEMS:** As listed.

**GENERAL ELECTIVES:** Any three-credit course (except PEH Aquatics or Activity) may be applied to this category.

**HEALTH INFORMATION TECHNOLOGY:** As listed. To fulfill graduation requirements, all HIT courses must be completed with a grade of C or higher.

**HEALTH:** Any course with an HEA prefix or HUM-270 will fulfill this requirement. PEH courses formerly numbered 200, 206, or higher are also applicable. Courses with an HFA prefix do not apply.

**PHYSICAL EDUCATION:** Two (2) credits are required unless the student has an approved waiver. Any two 100-level PEH courses may be applied.

## INSTRUCTIONS FOR COMPLETING THE CURRICULUM OUTLINE

1. **Student Information:** Provide the information requested at the top of the form.
2. **Courses and Courses Completed:** If not provided, enter the course prefix and/or number (i.e., ENG-206, POS-200, etc.) of the courses you have successfully completed. Enter the number of credits completed and your grade. Be sure to include courses in which you are currently carrying an Incomplete. Use a catalog when unsure of the course number or number of credits.

If you are using transfer credits to meet curriculum requirements, write the letter "T" after the number of credits. If you have not requested a transcript from your transfer institution, do so immediately. Or, if you have not received a credit evaluation, contact Student Central.

3. **Courses in Progress and Courses-Final Semester:** List the courses in which you are currently enrolled and in which you plan to enroll. Enter the number of credits under the appropriate category.
4. **Review Requirements:** Review curriculum requirements and be sure that courses you have listed under each category are appropriate. Discussion questions with your advisor.

## APPLYING FOR GRADUATION

Students planning to graduate in the upcoming semester who have earned a minimum of 45 or more credits must complete an application for graduation. The application should be completed the semester prior to intended graduation.

The form can be found online via *WebAccess*, or a paper copy of the form can be obtained from the academic department in which you are matriculated. The form should be submitted to *Certification and Records*. If completed online, it will automatically be submitted to that office. Once the application is received, a review of degree requirements will be conducted. If you are lacking any requirements, you will be notified by the *Certification and Records* office.