

Certificate of Proficiency
OFFICE SYSTEMS TECHNOLOGY
Medical Transcription



Name _____ SSN _____ Date Entered _____

I understand that when seeking a degree, I may be required to enroll in basic skills courses as a result of my test scores and Arkansas Law, Act 1052, and it will take additional semester(s) to complete a degree at SAU Tech.

Signature _____ Date _____

Advisors Signature _____ Date _____

REQUIREMENTS		Semester	Grade	Credits	Comments
OS2003	Medical Transcription I			3	
OS2013	Medical Transcription II			3	
AH1143	Medical Terminology			3	
OS1013	Essentials of Anatomy & Physiology			3	
OS2023	Basic Pharmacology			3	
Total Requirements:				15	
Application Filed for Certificate:				(Date)	

August 11, 2010