

ONE YEAR TO CAREER MEDICAL ASSISTING FIND YOUR PATH.



PROGRAM DESCRIPTION

Ventura College's Medical Assisting Program is a cohesive program designed to prepare students with the main competencies needed for employment in the medical field as either administrative medical assistants or clinical medical assistants. This program is also an excellent training program for career enhancement for those seeking to expand their skills in the medical field and advance into new job positions.



APPLY NOW:

www.venturacollege.edu/apply-and-enroll/apply-for-admission

REGISTER FOR COURSES:

www.venturacollege.edu/apply-and-enroll/registration



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REQUIRED COURSES

Multi-Skilled Medical Assistant

Required Courses:

		UNITS
BUS V17	Computer Applications	3
BUS V26	Electronic Health Records	3
BUS V27A	Beginning Medical Terminology	3

Required Additional Courses:

Select Either List A or List B, 16 units

List A:

BUS V97	Multi-Skilled Medical Assisting	16
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List B:

BUS V25	Medical Coding	3
BUS V28A	Medical Office Procedures: Front Office	3
BUS V28B	Medical Office Procedures: Back Office	3
BUS V28BL	Medical Office Procedures: Back Office Lab	1
BUS V29	Medical Insurance	3
BUS V44	Business English	3

Revised as of Fall 2023

TOTAL 25

Administrative Medical Assistant

Required Courses:

		UNITS
BUS V28A	Medical Office Procedures: Front Office	3
BUS V17	Computer Applications	3
BUS V25	Medical Coding	3
BUS V26	Electronic Health Records	3
BUS V27A	Beginning Med. Terminology	3
BUS V29	Medical Insurance	3
BUS V44	Business English	3

TOTAL 21



WORK-BASED EXPERIENCES

Ventura College offers students the opportunity to apply their skills while still in college, gain on-the-job experience, and "try out" a career before graduation through internships or work-based learning experiences.

Courses are \$46 per unit.

Award Title	Type	GE Units	Required Major Units
Multi-Skilled Medical Assistant	A.S.	38	25
	CoA		25
Administrative Medical Assistant	A.S.	42	21
	CoA		21

*At least 60 degree applicable units are required to earn A.S.

Ventura College participates in an array of federal and state financial aid programs including the Ventura College (VC) Promise, grants, loans and work-study. Contact the Financial Aid Office at (805) 289-6369 or vcfinancialaid@vcccd.edu.

The Ventura College Foundation provides additional scholarships and textbook lending support. Contact the Ventura College Foundation at (805) 289-6461 or vcfoundation@vcccd.edu / vcgiving.org for more information.