## ONLINE ACADEMY

LIBERTY UNIVERSITY Associate of Applied Science in Medical Office Assistant **High School Diploma (Standard)** 

Diploma Completion Plan (2023–2024)

**Important**: This diploma plan is effective from the time the student begins the program. This plan will remain in effect for students who do not break enrollment or who do not change programs.

Course	Credit Year Grade	Course	Credit Year	Grade
English (4 credits)		Bible (Up to 3 credits) <sup>5</sup>		
LAN0900: English 9	1	BIB0900: Survey of the Bible	1	
LAN1000: English 10	1	BIB1000: Apologetics	1	
LAN2100: British Literature	0.5	BIB3104: Intro to Theology Survey <sup>11</sup>	0.5	
LAN3101: Composition & Rhetoric <sup>11</sup>	0.5	BIB3106: Survey of Old & New Test. 11	0.5	
LAN3103: Speech Communication <sup>11</sup>	0.5	,		
LAN3104: Technical Communication for	or ——	Health & PE (2 credits) 6		
the Professions <sup>11</sup>	0.5	HPEB100: Boys Health & PE I		
	<del></del>	OR HPEG100: Girls Health & PE I	1	
Mathematics (3 credits) 1		HPEB200: Boys Health & PE II		
MAT0900: Algebra I	1	OR HPEG200: Girls Health & PE II	1	
MAT1000: Geometry	1	<u> </u>		
MAT1100: Algebra II	1	Electives (7 credits total)		
6		World Lang, FA, or Career & Tech (2 ca	redits)7	
Laboratory Science (3 credits) <sup>2</sup>		SCI3203: Med Office Systems & Proc <sup>11</sup>		
SCI0900: Earth Science	1	SCI3204: Medical Office Insurance <sup>11</sup>	0.5	
SCI3101: Principles of Biology <sup>11</sup>	1 0.5 0.5	SCI3206: Medical Office Billing	0.5	
SCI3103: Principles of Biology Lab <sup>11</sup>	0.5	& Bookkeeping <sup>11</sup>	0.5	
HPE3211: Applied Anatomy &		SCI3207: Medical Office Coding <sup>11</sup>	0.5 0.5	
Physiology Assoc Degree I <sup>11</sup>	0.5	5013207. Wedicar Office Coding	0.5	
HPE3212: Applied Anatomy &		General Electives (5 credits) 8		
Physiology Assoc Degree II <sup>11</sup>	0.5	CSB3101: Instructional Technology for		
This is to togget the second of the second o		Online Learning <sup>11</sup>		
History & Social Science (3 credits) <sup>3</sup>		ASC3101: General Psychology <sup>11</sup>	0.5 0.5	
HIS0900: World History I		MAT3115: Math for Liberal Arts <sup>11</sup>	0.5	
OR HIS1000: World History II		HPE3105: Intro to Health Professions <sup>11</sup>	0.5	
OR HIS0950: World Geography	1	CSB3102: Intro to Business <sup>11</sup>	0.5	
HIS1100: United States History	1	SCI3105: Medical Terminology <sup>11</sup>	0.5	
HIS1146: Virginia History	0.5	SCI3254: Medical Office Infection	0.5	
HIS3220: American Government <sup>11</sup>	0.5	Control <sup>11</sup>	0.5	
11155220. Timerican Government		SCI3256: Medical Office Ethics & Law	0.5	
Economics & Personal Finance (1 credit) <sup>4</sup>		BIB3107: Christian Life & Biblical	···	
HIS1202: Economics		Worldview <sup>11</sup>	0.5	
APP2500: Personal Finance Literacy	0.5	BIB3290: History of Life <sup>11</sup>	0.5	
AT 1 2500. I CISOHAI FIHAHCE LITERACY	0.3	DID 3270. HISTORY OF LIFE	0.5	

## **Notes**

- 1 Math: 3 credits (Algebra I or higher).
- Lab Sciences: 3 credits including a minimum of 2 distinct disciplines.
- History: 1 credit of World Hist/Geo, 1 credit of US Hist, 0.5 credits of VA Hist, and 0.5
- Econ: 0.5 credits of Personal Finance and 0.5 credits of Economics.
- Bible: 1 HS or 0.5 dual credits for every year as a full-time LUOA student. DE Bible
- Health & PE: 2 credits including a minimum of 0.5 credits in each subject.
- Lang/FA/CTE: 2 credits of a lang, fine arts, or career & tech (no more than 1 credit of
- A min of 22 total credits plus 1 Bible credit for every year as a full-time LUOA student is required for grad.
- To find Dual Enrollment courses that meet certain high school credit requirements, visit https://www.liberty.edu/online-academy/dual-enrollment-courses/ under A La Carte.
- No more than two dual courses may be transferred from another institution.
- Dual enrollment courses taken through LU Online. See www.liberty.edu/gened for gen ed options.

## **Graduation Requirements**

Minimum total credits.5 22-26

Grade of D Minimum grade required to pass high school courses.

Sr Year Must be full time at LUOA.

- Credits must be taken at LUOA.
- Minimum dual enrollment credits required.
- Minimum dual enrollment credits that must be taken through LUO.
- Minimum dual enrollment courses that must be taken through LUO.
  - Minimum dual enrollment grade point average.
- Must submit graduation applications **Grad App** within the semester of the anticipated graduation.

## SUGGESTED COURSE SEQUENCE

Credits	9 <sup>th</sup> Grade	Credits
1	MAT1000: Geometry	1
1	LAN0900: English 9	1
	HPEB/G100: Boys or Girls Health & PE I	1
	SCI0900: Earth Science	1
	HIS1146: Virginia History	0.5
		1
	APP2500: Personal Finance Literacy	0.5
otal: 2		tal: 6
Credits	10 <sup>th</sup> Grade Summer	Credits
1		
1		0.5
1		0.5
1		
-		
1		
otal: 6	Tot	tal: 1
Credits	11th Grade Spring/Summer	Credits
LAN3101: Composition & Rhetoric <sup>11</sup> 0.5		0.5
$iew^{11}0.5$	HPE3211: Applied Anatomy & Physiology	
BIB3106: Survey of Old & New Testament <sup>11</sup> 0.5		0.5
0.5	LAN3104: Technical Communication for	
0.5	The Professions <sup>11</sup>	0.5
	ASC3101: General Psychology <sup>11</sup>	0.5
	HPE3212: Applied Anatomy & Physiology	
	II For Associate Degree <sup>11</sup>	0.5
	MAT3115: Math for Liberal	
	Arts (Summer) <sup>11</sup>	0.5
	CSB3102: Intro to Business (Summer) <sup>11</sup>	0.5
	SCI3105: Medical Terminology (Summer) <sup>11</sup>	0.5
otal: 2.5	Tot	tal: 4
Cuadita	12th Cuada Savina	C wo 4!4
		Credits
		0.5
0.5		0.5
0.5		
	SCI3256: Medical Office Ethics & Law <sup>11</sup>	0.5
0.5		
0.5 otal: 2.5		tal: 2
	1 1 1 1 1 1 1 1 1 1 1 0.5 0.5 1 0tal: 6  Credits  0.5 iew <sup>11</sup> 0.5 1 0.5 0.5 0.5 0.5	MAT1000: Geometry