



# TRANSFER GUIDE

AAS Medical Office Administration/Health Care Office Manager Transferring into BS Health Care Management

Harper College Courses			
AAS Medical Office Administration/Health Care Office Manager – 64 hours			
ENG 101-3	Composition	MGT 270-3	Principles of Management
SPE 101-3	Fundamentals of Speech Comm	MOA 100-3	Intro to Medical Assisting
MTH 101-4	Quantitative Literacy	MOA 145-2	Health Care Records Management
PSY 101-3	Intro to Psychology	MOA 150-1	Math Applications in Health Care
Elective-3	Fine Arts	MOA 195-3	Principles of Health Insurance Billing
BIO 135-4	Intro Human Anatomy & Physiology	MOA 235-3	Health Care Office Procedures
BIO 136-3	Intro to Human Disease	MOA 245-3	Health Care Office Management
HSC 112-2	Medical Terminology	MOA 299-3	Medical Office Capstone
HSC 225/LNG 225-3	Language & Health	Course-3	World Cultures & Diversity Course
MGT 111-3	Intro to Business Organization	Electives-9	Program Electives
Southern Illinois University Carbondale Courses Capstone Option			
BS Health Care Management (HCM) – 66 hours			
Elective-3	Social Science	HCM 375-3	Healthcare Informatics
Elective-3	Physical Science	HCM 382-3	Accreditation & Compliance in HC
Elective-3	Life Science	HCM 384-3	Strategic Plan & Marketg in Health Care
Elective-3	Multicultural	HCM 385-3	Healthcare Finance & Economics
ACCT 210/220-3	Acct Prin & Control/Acct I Financial	HCM 388-3	Legal Aspects & Current Issues in HC
HCM 310-3	Healthcare Services & Consumer	HCM 390-3	Human Resources in Health Professions
HCM 320-3	Health Policy & Politics	HCM 395-3	Health Care Ethics
HCM 340-3	Managrl Epidemiology & Pop Health	HCM 410-3	Oper Mgmt & Quality Improve in HC
HCM 360-3	U.S. Healthcare Systems	HCM 413-3	Long Term Care Administration
HCM 364-3	Organizational Behavior HC Orgs	HCM 421-1	Professional Practice HC Managers
HCM 365-3	Stats & Research HC Professions	HCM 422-2	Internship
HCM 366-3	Health Information Management		
Total Hours to Bachelor Degree: 130 Hours			

## Questions? Contact Us!

### Harper College

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### Southern Illinois University

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**Salary Range:** \$32,000-\$64,000

**Possible Careers:** Health Care Manager  
Health Services Manager  
Medical Manager  
Patient Services Manager

Disclaimer: You are encouraged to use this transfer guide when planning your progress towards degree completion. Following a transfer guide does not guarantee admission into the listed program. Information is attempted to be kept current; however, any curriculum changes reflected in the Undergraduate Catalog override the information on this guide. Contact your Academic Advisor for assistance in interpreting this guide.

## Baccalaureate Degree Requirements

Each candidate for a bachelor's degree must complete the requirements listed:

**Hour Requirements.** Student must complete at least 120 semester hrs of credit. Each student must have at least 42 hrs in courses that number 300 or above from a four-year institution.

**Residence Requirements.** Student must complete the residency requirement by taking a total of 42 semester hrs at SIU Carbondale.

**Grade Point Average Requirements.** Student must have a C average for all work taken at SIU Carbondale. Some academic programs may require a higher graduating major GPA.

## Compact Agreement

SIU Carbondale has recognized Illinois regionally accredited community college transferable baccalaureate-oriented Associate of Arts or Associate of Science degrees under the Compact Agreement since 1970. SIUC will continue to recognize the baccalaureate oriented associate degree (A.A. or A.S. degree) under the Illinois Articulation Initiative as satisfying SIU University Core Curriculum (UCC) requirements. The Associate of Applied Science (A.A.S.), Associate in Engineering Science (A.E.S.), the Associate in General Studies (A.G.S.), and the Associate in Fine Arts (A.F.A.) are not covered under the Compact Agreement and do not carry the same benefits as the A.A. and A.S. degrees.

## Saluki Transfer Pathways

[Saluki Transfer Pathways](#) is the university's dual admission program that allows baccalaureate-oriented students at eligible community colleges intending to transfer to SIU Carbondale to benefit from early admission and pre-advisement for a baccalaureate program at SIUC. Saluki Transfer Pathways allows students to be conditionally admitted to SIU Carbondale up to two years in advance of their intended transfer term so they have access to transfer credit evaluation and the university's degree audit system. This allows students to address major specific requirements that may not be automatically fulfilled with the completion of an associate degree. Students apply to Saluki Transfer Pathways by completing the Application for Undergraduate Admission and indicating an interest in the program. To participate, students must have at least two semesters remaining at their community college. Direct questions about the Saluki Transfer Pathways program to [transfer@siu.edu](mailto:transfer@siu.edu).

## DegreeWorks

DegreeWorks is an easy-to-use, online degree audit tool specifically designed for students. Once admitted to SIU Carbondale, you can use it monitor your progress toward your degree in [Salukinet](#).

## Saluki Transfer Estimator Portal (STEP)

The [Saluki Transfer Estimator Portal](#) (STEP) is a web-based tool that integrates institutional course equivalency and degree audit data to provide an unofficial credit estimation and a more seamless transfer process. STEP gives transfer students a clear roadmap for timely degree completion by providing key information about how transfer credits apply to your intended program at SIU.