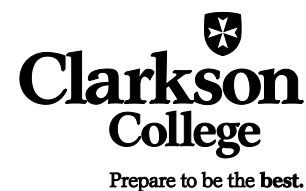


Post-Baccalaureate Certificate: Health Information Administration

Official Degree Plan, Effective Fall 2026



Student Name: _____ ID # _____ Date: _____

General Courses 13 semester hours

COURSE	COURSE TITLE	HOURS	INSTITUTION	SEMESTER COMPLETED	GRADE
BUS 110	Microsoft Office Applications	4			
GEN 105	Medical Terminology	1			
HIM 180	Essentials of Pharmacology	2			
HIM 223	Anatomy and Physiology	3			
HIM 226	Human Disease and Conditions	3			

Major Courses 36 semester hours

COURSE	COURSE TITLE	HOURS	INSTITUTION	SEMESTER COMPLETED	GRADE
BUS 335*	Managing Health Care Department	3			
BUS 375	Concepts of Leadership	2			
BUS 411	Operations and Quality Management	3			
BUS 425	Project Management	3			
BUS 499*	Capstone	3			
HIM 108	Concepts and Principles of HIM	3			
HIM 218	Data Analysis and Visualization	3			
HIM 333	Classification Systems and Reimbursement Methodologies	3			
HIM 340	Healthcare Informatics	3			
HIM 360	Compliance and Legal Applications	3			
HIM 456	Database Architecture & Design	4			
HIM 477	Health Information Administration Assessment	1			
HIM 490*	HIM Career Practice Experience	2			

* Designated service course

Total semester hours in program 49

Service Requirement All students are required to complete designated service courses as a component of their program of study. Service experiences must be passed successfully to pass the class.

Residency Requirement At least 12 semester hours must be completed at Clarkson College for an undergraduate certificate.

Registrar Signature: _____ Date: _____

The information in this degree plan is intended to be informational and not contractual in nature.