



Medical Office Assistant Certificate



Spring 2021

Dates: August 2021 – May 2022

Location:

Monroe Community College, Downtown Campus
321 State Street
Rochester, NY 14608

**most classes will be offered in a virtual format.*

Get on the fast track to good jobs in the rapidly growing healthcare industry. The healthcare industry’s need for office staff has never been higher. At Monroe Community College, you can develop the skills to enter this dynamic field in just 10 months. Our Medical Office Assistant program has been developed in response to specific employer needs.

Program Highlights

- Great entry in the growing health care field.
- Job placement assistance available.
- Scholarships and Financial Aid available to those who qualify.
- Vast career opportunities within an in-demand industry.
- Past graduates of this program have an outstanding record of job placement and career success.
- Convenient schedule and location.

Requirements

Candidates must meet the following criteria, prior to acceptance into the program.

- Complete FAFSA application.
- High School Diploma or GED.
- Take the Accuplacer Math and English placement assessment.

Courses of Study Include

- Professional Grammar & Communications
- Human Biology
- Medical Terminology
- Medical Office Procedures and more



Economic & Workforce Development Center

MONROE COMMUNITY COLLEGE

FOR MORE INFORMATION CONTACT:

Christina Bakewicz

cbakewicz@monroecc.edu | 585.685.6219