

MEDICAL OFFICE ADMINISTRATION & MANAGEMENT - CERTIFICATE OF ACHIEVEMENT

NMSU Alamogordo 2026-2027 Catalog

Upon successful completion of the certificate, the student has met the requirements for eligibility to test through the National Healthcareer Association (NHA) to become a Certified Medical Administrative Assistant (CMAA).

A grade of C or better is required in all courses.

Total Credits Required for Certificate: 5

Prefix	Title	Credits
MAST 1540	Medical Assistant Administrative Skills	4
EMSS 1116	BLS Clinical Preparations	1
Total Credits		5

Note: A Certificate of Achievement is a program of study less than 16 credits. The certificate provides employment related and/or career enhancing skills necessary to succeed in a job or chose field of study. Please see an advisor concerning financial aid eligibility for Certificates of Achievement.