MHA STUDENT STUDY PLAN
DEPARTMENT OF HEALTH ADMINISTRATION
COLLEGE OF HEALTH AND HUMAN SERVICES

Student Name: _____ ID #: _____

Address:_____ ____

City:_____ State:_____ Zip:_____ _____

Telephone # (Home):_____ (Work):_____(Fax):_____

Revised 8/7/2019

Year/Trimester	Course #	Course Title	Instructor	Grade	Waived *
	ACCT 6100	FOUNDATIONS OF ACCOUNTING			
	HLAD 7101	INTRODUCTION TO HCO			
	HLAD 7102	COMM. HLTH & MANAGERIAL EPI			
	HLAD 7107	ECONOMICS OF HEALTH ADMIN			
	HLAD 7108	HEALTH CARE POLICY			
	HLAD 7109	HEALTH CARE INFORMATICS			
	HLAD 7110	H.C. FINANCIAL MGMT I			
	HLAD 7111	ORG. THEORIES IN HEALTH ADMIN.			
	HLAD 7112	HEALTH CARE MGMT 1			
	HLAD 8000	PROGRAM EVALUATION & ANALYSIS			
	HLAD 8101	QUANTITATIVE DECISION MAKING			
	HLAD 8103	INTEGRATED PERF. IMP FOR HCO			
	HLAD 8105	H.C. HUMAN RESOURCE MGMT			
	HLAD 8106	HEALTH CARE LAW			
	HLAD 8107	HEALTH CARE FINANCIAL MGMT II			
	HLAD 8108	STRATEGIC PLAN & MKTG FOR H.A.			
	HLAD 8901	HEALTH CARE MGMT II			
	HLAD 8902	H.A.: FIELD EXPERIENCE OR			
	HLAD 8110	INTERNSHIP: RESIDENCY OR			
	HLAD 8111	THESIS			
		Deficiency Courses			
	HLAD 3102	PRIN OF H.C. MICROECON			
	HLAD 3104	HEALTH CARE STATISTICS			
	HLAD 4106	MGMT ACCOUNTING FOR H.C. ORGS			
	HLAD 3101	PRIN OF H.C. MANAGEMENT			
	HLAD 3108	POLICY & POLITICS IN HEALTHCARE			
		COMPUTER LITERACY**			

*Requests for waiver of a course (core or deficiency) or transfer of credit from another university must conform to GSU and Health Administration program requirements. Please see catalog for complete details. Your advisor will discuss with you and determine the deficiency courses that you'll need to take prior to taking MHA core courses.

MHA STUDENT STUDY PLAN Advisor: _____

HEALTH ADMINISTRATION, COLLEGE OF HEALTH PROFESSIONS, GSU

**Computer Literacy Note: MHA students are required to have the basic knowledge of Microsoft Word, Excel, and PowerPoint programs. Any individual working in an analytical staff, management, or administrative role in any healthcare organization will use these programs on his/her job. The degree of use will vary with the job, but not the basic need to use these programs. This includes managers of clinical departments, such as head nurses or physical therapy managers. Budgets, as one example, are normally built and submitted using Excel.

Therefore, each student is requested to have, or quickly develop, skills using Word, Excel, and PowerPoint programs on their own. Because Excel is used in most analytical projects, Excel will be used in many of the Exercises required in HLAD courses. We suggest the following sources of assistance learning Excel:

1. YouTube videos for those who prefer to learn via videos.

2. Excel for Dummies, by Greg Harvey, for those who prefer to learn via a book.

3. Multiple Microsoft training programs on Excel. Most are free. Do a search on Microsoft training on Excel. Examples include: Excel for Windows training through Microsoft, for those who use Windows based computers. Website: https://support.office.com/en-us/article/excel-for-windows-training-9bc05390-e94c-46af-a5b3-d7c22f6990bb. Microsoft virtual academy course on Excel 365. Website: https://mva.microsoft.com/en-us/training-courses/microsoft-excel-2013-essentials-8678?l=N7UQnBH1_8904984382.

4. Other online courses on Excel. Some are free; some have fees. Since Excel, Word, and PowerPoint are used in virtually all businesses, there are many sources of training on these programs. It is acknowledged that learning these basic business programs may require significant time by some students.

Total Credits for Graduation ___54_____   _____

*Student's Signature   Date

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*Advisor's Signature   Date