

# Medical Administrative Assistant—Waterbury

Rev. 6/10/24

CRN: 80633 Dates: 9/23/24-2/10/25

Rooms May Vary—Follow Calendar

Mon/Tues/Thurs

Proof of High School Diploma or GED Required

# September 2024



Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 Labor Day College Closed	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23 F122 Med Admin Orientation 6p-8p Campus	24 F121 Communication in Healthcare 6p-9p Campus	25	26 F121 Patient Confiden- tiality 6p-9p Campus	27	28
29	30 T641 MSE Outlook 6p-9p					

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## October 2024



Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1 F121 Med Term 6p-9p Campus	2	3 T641 MSE Word 6p-9p	4	5
6	7 T641 MSE Word 6p-9p	8 F121 Med Term 6p-9p Campus	9 <b>2nd Payment Due</b>	10 T641 MSE Word 6p-9p	11	12
13	14 T641 MSE Excel 6p-9p Columbus Day	15 F121 Med Term 6p-9p Campus	16	17 T641 MSE Excel 6p-9p	18	19
20	21 T641 MSE Excel 6p-9p T641	22 F121 Med Term 6p-9p Campus	23	24 T641 MSE PPT 6p-9p	25	26
27	28 T641 MSE PPT 6p-9p	29 F121 Med Term 6p-9p Campus	30	31 T641 MSE Integration 6p-9p <b>FINAL</b> Halloween		

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# November 2024



Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 F125 MAA 6p-9p Campus	5 F121 Med Term 6p-9p Campus	6 <b>Final Payment Due</b>	7 F125 MAA 6p-9p Campus	8	9
10	11 F125 MAA 6p-9p Campus Veteran's Day	12 F121 Med Term 6p-9p Campus	13	14 F125 MAA 6p-9p Campus	15	16
17	18 F125 MAA 6p-9p Campus	19 F121 Med Term 6p-9p Campus <b>FINAL</b>	20	21 F125 MAA 6p-9p Campus	22	23
24	25 F125 MAA 6p-9p Campus	26 No class	27	28 Thanksgiving College Closed	29	30

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# December 2024



Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 F125 MAA 6p-9p Campus	3 F121 Career Readiness 6p-9p Campus	4	5 F125 MAA 6p-9p Campus	6	7
8	9 F125 MAA 6p-9p Campus	10	11	12 F125 MAA 6p-9p Campus	13	14
15	16 F125 MAA 6p-9p Campus	17	18	19 F125 MAA 6p-9p Campus	20	21
22	23 F125 MAA 6p-9p Campus	24	25 Christmas Day College Closed	26	27	28
29	30  No class	31				

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## January 2025



Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Happy New Year! College Closed	2 F125 MAA 6p-9p Campus	3	4
5	6 F125 MAA 6p-9p Campus	7	8	9 F125 MAA 6p-9p Campus	10	11
12	13 F125 MAA 6p-9p Campus	14	15	16 F125 MAA 6p-9p Campus	17	18
19	20 MLK Day College Closed	21	22	23 F125 MAA 6p-9p Campus	24	25
26	27 F125 MAA 6p-9p Campus <b>FINAL</b>	28	29	30 F125 m/up if needed 6p-9p	31	

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# February 2025



Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10 F125 National Cert E Exam 6p-9p <b>Campus</b>	11	12 Lincoln's Bday	13	14	15
16	17 President's Day College Closed	18	19	20	21	22
23 _____	24	25	26	27	28	