

2025

SEPTEMBER

Medical Office Assistant

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	01	02	03	04	05	06
	LABOUR DAY			MOA ORIENTATION ONLINE 6:30-8:00PM		
07	08	09	10	11	12	13
	COMMUNICATION SKILLS (MOA01) ASYNCHRONOUS	MOA01 SYNCHRONOUS 6:00-8:30 PM	MOA01 ASYNCHRONOUS	MOA01 SYNCHRONOUS 6:00-8:30 PM	MOA01 ASYNCHRONOUS	
14	15	16	17	18	19	20
	MOA01 ASYNCHRONOUS	MOA01 SYNCHRONOUS 6:00-8:30 PM	MOA01 ASYNCHRONOUS	MOA01 SYNCHRONOUS 6:00-8:30 PM	MOA01 ASYNCHRONOUS	
21	22	23	24	25	26	27
	MEDICAL TERMINOLOGY (MOA02) ASYNCHRONOUS	MOA02 SYNCHRONOUS 6:00-8:30 PM	MOA02 ASYNCHRONOUS	MOA02 SYNCHRONOUS 6:00-8:30 PM	MOA02 ASYNCHRONOUS	
28	29	30	01	02	03	04
	MOA02 ASYNCHRONOUS	NATIONAL DAY FOR TRUTH AND RECONCILIATION CLOSURE				

ASYNCHRONOUS: Coursework completed online independently. Student office hours are posted by the instructor for support on these days.

SYNCHRONOUS: Instructor facilitates online in the Zoom classroom Tuesday & Thursday evenings from 6:00-8:30 PM

2025

OCTOBER

Medical Office Assistant

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	01	02	03	04
		MOA02 SYNCHRONOUS 6:00-8:30 PM	MOA02 ASYNCHRONOUS	MOA02 SYNCHRONOUS 6:00-8:30 PM	MOA02 ASYNCHRONOUS	
05	06	07	08	09	10	11
	MOA02 ASYNCHRONOUS	MOA02 SYNCHRONOUS 6:00-8:30 PM	MOA02 ASYNCHRONOUS	MOA02 SYNCHRONOUS 6:00-8:30 PM	MOA02 ASYNCHRONOUS	
12	13	14	15	16	17	18
	THANKSGIVING CLOSURE	MOA02 SYNCHRONOUS 6:00-8:30 PM	PRACTICUM PREPARATION (MOA09) ASYNCHRONOUS	PHARMACOLOGY (MOA03) SYNCHRONOUS 6:00-8:30 PM	MOA03 ASYNCHRONOUS	
19	20	21	22	23	24	25
	MOA03 ASYNCHRONOUS	MOA03 SYNCHRONOUS 6:00-8:30 PM	MOA03 ASYNCHRONOUS	MOA03 SYNCHRONOUS 6:00-8:30 PM	MOA03 ASYNCHRONOUS	
26	27	28	29	30	31	01
	MOA03 ASYNCHRONOUS	MOA03 SYNCHRONOUS 6:00-8:30 PM	MOA03 ASYNCHRONOUS	MEDICAL OFFICE PROCEDURES (MOA04) SYNCHRONOUS 6:00-8:30PM	MOA04 ASYNCHRONOUS	

2025

NOVEMBER

Medical Office Assistant

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	31	01
02	03	04	05	06	07	08
	MOA04 ASYNCHRONOUS	MOA04 SYNCHRONOUS 6:00-8:30 PM	MOA04 ASYNCHRONOUS	MOA04 SYNCHRONOUS 6:00-8:30 PM	MOA04 ASYNCHRONOUS	
09	10	11	12	13	14	15
	MOA04 ASYNCHRONOUS	REMEMBRANCE DAY CLOSURE	MOA04 ASYNCHRONOUS	MOA04 SYNCHRONOUS 6:00-8:30 PM	MOA04 ASYNCHRONOUS	
16	17	18	19	20	21	22
	MOA04 ASYNCHRONOUS	MOA04 SYNCHRONOUS 6:00-8:30 PM	MOA04 ASYNCHRONOUS	MOA04 SYNCHRONOUS 6:00-8:30 PM	INDEPENDENT REVIEW	
23	24	25	26	27	28	29
	BILLING (MOA05) ASYNCHRONOUS	MOA05 SYNCHRONOUS 6:00-8:30 PM	MOA05 ASYNCHRONOUS	MOA05 SYNCHRONOUS 6:00-8:30 PM	MOA05 ASYNCHRONOUS	

2025

DECEMBER

Medical Office Assistant

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	01	02	03	04	05	06
	MOA05 ASYNCHRONOUSLY	MOA05 SYNCHRONOUS 6:00-8:30 PM	MOA05 ASYNCHRONOUS	MOA05 SYNCHRONOUS 6:00-8:30 PM	MOA05 ASYNCHRONOUS	
07	08	09	10	11	12	13
	MOA05 ASYNCHRONOUS	MOA05 SYNCHRONOUS 6:00-8:30 PM	MOA05 ASYNCHRONOUS	MOA05 SYNCHRONOUS 6:00-8:30 PM	MOA05 ASYNCHRONOUS	
14	15	16	17	18	19	20
	MOA05 ASYNCHRONOUS	MOA05 SYNCHRONOUS 6:00-8:30 PM	MOA05 ASYNCHRONOUS	MOA05 SYNCHRONOUS 6:00-8:30 PM	MOA05 ASYNCHRONOUS	
21	22	23	24	25	26	27
HOLIDAY BREAK	HOLIDAY BREAK	HOLIDAY BREAK	HOLIDAY BREAK	HOLIDAY BREAK	HOLIDAY BREAK	HOLIDAY BREAK
28	29	30	31	01	02	03
HOLIDAY BREAK	HOLIDAY BREAK	HOLIDAY BREAK	HOLIDAY BREAK	HOLIDAY BREAK		

2026

JANUARY

Medical Office Assistant

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	01	02	03
				HOLIDAY BREAK	HOLIDAY BREAK	
04	05	06	07	08	09	10
	PRACTICUM PREP (MOA09) CONTINUED ASYNCHRONOUS	MOA09 SYNCHRONOUS 6:00-8:30 PM	CLINICAL (MOA06) ASYNCHRONOUS	MOA06 SYNCHRONOUS 6:00-8:30 PM	MOA06 ASYNCHRONOUS	
11	12	13	14	15	16	17
	MOA06 ASYNCHRONOUS	MOA06 SYNCHRONOUS 6:00-8:30 PM	MOA06 ASYNCHRONOUS	MOA06 SYNCHRONOUS 6:00-8:30 PM	MOA06 ASYNCHRONOUS	
18	19	20	21	22	23	24
	MOA06 ASYNCHRONOUS	MOA06 HYFLEX (Clearbrook Centre, room TBD) 6:00-8:30 PM	MOA06 ASYNCHRONOUS	MOA06 HYFLEX (Clearbrook Centre, room TBD) 6:00-8:30 PM	MOA06 ASYNCHRONOUS	
25	26	27	28	29	30	31
	MOA09 ASYNCHRONOUS	MOA09 SYNCHRONOUS 6:00-8:30 PM	MOA06 ASYNCHRONOUS	MOA06 HYFLEX (Clearbrook Centre, room TBD) 6:00-8:30 PM	MOA08 EMPLOYMENT PREP ASYNCHRONOUS	

Hyflex: Students can attend class online or in-person at the Clearbrook campus.

2026

FEBRUARY

Medical Office Assistant

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
01	02	03	04	05	06	07
PRACTICUM Student follows medical setting hours Min 30 - Max 40 hrs/week						
08	09	10	11	12	13	14
PRACTICUM Student follows medical setting hours Min 30 - Max 40 hrs/week						
15	16	17	18	19	20	21
	FAMILY DAY CLOSURE	MOA08 EMPLOYMENT PREP SYNCHRONOUS 6:00-8:30PM	MOA08 ASYNCHRONOUS	MOA08 SYNCHRONOUS 6:00-8:30PM	MOA08 ASYNCHRONOUS	
22	23	24	25	26	27	28
01	02	03	04	05	06	07

The actual dates and times of the practicum shifts will reflect the schedule of the MOA preceptor you are paired with. Some MOAs work part-time hours and varying shift schedules, so **your practicum may run longer than the proposed end date to meet the required hours.** Your actual practicum schedule will not be known until closer to the practicum start