

Name _____ HACCid _____

Phone _____ Date _____



Medical Assisting Certificate – 3210

Effective Fall 2014 (37 credits)

Health and Public Service

SELECTIVE PROGRAM: This checklist lists the requirements for the Certificate in Medical Assisting from HACC. Entry into this program is not guaranteed with admission to the College; specific admissions criteria must be met. See Health Careers website (www.hacc.edu/healthcareers) for specific program entry requirements.

INFORMATION PROVIDED:

- | | | |
|---|---|--|
| <input type="checkbox"/> Program Interest & Review | <input type="checkbox"/> Educational Plan | <input type="checkbox"/> Background Checks /Drug Screens |
| <input type="checkbox"/> Admissions Criteria & Prohibitive Off. | <input type="checkbox"/> Student Responsibility for Deadlines | <input type="checkbox"/> Prior HC Programs |
| <input type="checkbox"/> Time Commitments | <input type="checkbox"/> Application procedure | <input type="checkbox"/> SPACMNT |

Developmental Courses as determined through College Placement Testing*:

* Please note: 0-level courses do not transfer and do not count toward graduation requirements; however, they are required to enter college level courses or for admission into major coursework.

English as Second Language

Any ENGL ESL classes*

Writing Fundamentals

ENGL 050*

Math Testing Prior to 4/16

FS107 (option)

MATH 010*

MATH 020*

Math Testing AFTER 4/16

FS107 (option)

MATH 008*

MATH 022*

Reading Comprehension

ENGL 001*

ENGL 002*

ENGL 003*

Medical Assisting Requirements:

REQUIRED GENERAL EDUCATION COURSES

COURSE	SEMESTER	GRADE
Biology 111(3 cr) or Biology 121 (4 cr)	_____	_____
Computer Inform. Systems 105 (3 cr)	_____	_____
Medical Assisting 110 (3 cr)	_____	_____

prereq BIOL 111 or 121 with grade of C or higher, coreq BIOL 111

Medical Assisting 150 (3 cr)	_____	_____
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prereq BIOL 111 or 121 with grade of C or higher, coreq BIOL 111; offered spring only

REQUIRED MAJOR COURSEWORK (25 credits)

FALL SEMESTER (10 cr)	GRADE
Medical Assisting 140 (4 cr)	_____
Medical Assisting 142 (3 cr)	_____
Medical Assisting 213 (3 cr)	_____

SPRING SEMESTER (11 cr)	GRADE
Medical Assisting 200 (3 cr)	_____
Medical Assisting 201 (1 cr)	_____
Medical Assisting 212 (4 cr)	_____
Medical Assisting 220 (3 cr)	_____

SUMMER SEMESTER (4 cr)	GRADE
Medical Assisting 230 (4 cr)	_____

Advising Note:

1. A grade of 'C' or higher is required in all BIOL and MA courses; and CIS 105.
2. Check Hawkmail regularly. The College and the MA department use Hawkmail to communicate with students.
3. All 0-level courses **must be completed before clinical application.**

Contact Information:

Gettysburg Campus	Harrisburg Campus	Lancaster Campus	Lebanon Campus	York Campus
Cythnia Garcia	Malinda Rettinger	Joy Tien	Jen Reb	Jackie Bareuther
cgarcia@hacc.edu	B101F	jgtien@hacc.edu	jlreb@hacc.edu	jabareut@hacc.edu
717-339-3520	717-221-1392	717-358-2988	717-270-4222	717-801-3304
	msrettin@hacc.edu			
	Program Director			

Students entering this major are required to have pre-MA advising with a campus contact. Contact your home campus to schedule an appointment. Prior to submission of a clinical application, students are required to meet with the Program Director. Check your HAWKmail regularly for program information and updates.

Advisor _____ Location _____ Phone _____