

## Medical Assisting (MA) Associate Degree/Diploma

### PREREQUISITES TO ADMISSION

Check a program: ☐ Diploma ☐ AAS Degree

Completed **prior** to applying for admission to MA program

#### General Requirements

- ☐ Attend an MA Information Session (**mandatory**)
- ☐ Submit a Durham Tech [enrollment application](#)
- ☐ Submit official transcript(s) (high school and college)
- ☐ Apply for Financial Aid
- ☐ Attend a New Student Orientation session  
Prospective students with 12 or more college credit hours are not required to attend a New Student Orientation session but it is recommended

**Meet Course Placement Requirements** Students must demonstrate that they are college ready in one of the following ways:

- ☐ Provide proof of an unweighted US high school GPA of 2.8 or higher
- ☐ Transfer college credit for English and math (algebra)
- ☐ Provide proof of completion of an associate or bachelor's degree
- ☐ Provide proof of satisfactory scores on ACT, SAT, GED, HiSET, NCDAP, COMPASS, ASSET, or ACCUPLACER within the last ten years
- ☐ Demonstrate mastery on RISE English placement test 1 and RISE Math placement test 1; **OR** successfully complete ENG 002 through Tier 2 (grade of P2) and MAT 003 through Tier 2 (grade of P2)

#### Submit MA Program Forms ([download forms](#))

- ☐ English Language Requirement form\*
- ☐ Essential Skills form (from program page)
- ☐ Clinical Training form

#### MA Program Application (download from program page)

- Available November 1
- Due July 1

### Advising & Planning Checklist

#### General Education

May be completed prior to admittance to the MA program.

- ☐ (1) ACA 122 College Transfer Success (AAS)
- ☐ (3) CIS 110 Introduction to Computers
- ☐ (3) COM 231 Public Speaking (AAS)
- ☐ (3) BIO 155 Nutrition (AAS)
- ☐ (5) BIO 163 Anatomy and Physiology  
(Must have a "B" or better for program progression)
- ☐ (3) ENG 111 Writing and Inquiry
- ☐ (3) ENG 112 Writing/Research in Disciplines (AAS)
- ☐ (3) MAT 110 Math Measurement & Literacy
- ☐ (3) MED 121 Medical Terminology I (see note below)
- ☐ (3) MED 122 Medical Terminology II (see note below)
- ☐ (3) PSY 150 General Psychology (AAS)
- ☐ (3) Humanities/Fine Arts elective (AAS)  
Select courses from a list on the plan of study

#### AFTER ADMISSION IN THE PROGRAM

**Core Courses can only be taken following formal application and admission into the program.**

*Note: If you are a transfer or re-entry student and your MED courses are more than two years old, you will be required to retake the MED courses.*

#### Fall

- ☐ (1) MED 110 Orientation to Medical Assisting
- ☐ (2) MED 118 Medical Law and Ethics
- ☐ (2) MED 130 Administrative Procedures I

#### Spring

- ☐ (2) MED 131 Administrative Procedures II
- ☐ (5) MED 140 Exam Room Procedures I
- ☐ (5) MED 150 Laboratory Procedures I

#### Summer

- ☐ (5) MED 260 Medical Clinical Practicum
- ☐ (2) MED 264 Medical Assisting Overview

#### Fall (AAS)

- ☐ (2) MED 138 Infection/Hazard Control
- ☐ (3) MED 232 Medical Insurance Coding

#### Spring (AAS)

- ☐ (3) MED 270 Symptomatology
- ☐ (3) MED 272 Drug Therapy