

Medical Assisting (MA) Associate Degree/Diploma

Advising & Planning Checklist

PREREQUISITES TO ADMISSION	General Education
Check a program: ☐ Diploma ☐ AAS Degree	<u>May</u> be completed prior to admittance to the MA program.
Completed prior to applying for admission to MA program	☐ (1) ACA 122 College Transfer Success
	\square (3) CIS 110 Introduction to Computers
General Requirements	\square (3) COM 231 Public Speaking (AAS)
☐ Attend an MA Information Session (recommended)	\square (3) BIO 155 Nutrition (AAS)
☐ Submit a Durham Tech <u>enrollment application</u>	\square (5) BIO 163 Anatomy and Physiology
☐ Submit official transcript(s) (high school and college)	(Must have a "B" or better for program progression)
☐ Apply for Financial Aid	\square (3) ENG 111 Writing and Inquiry
☐ Attend a ConnectSession (Student Orientation)	\square (3) ENG 112 Writing/Research in Disciplines (AAS)
Prospective students with 12 or more college credit hours	\square (3) MAT 110 Math Measurement & Literacy
are not required to attend a ConnectSession but it is recommended	☐ (3) MED 121 Medical Terminology I (see note below)
	☐ (3) MED 122 Medical Terminology II (see note below)
Meet Course Placement Requirements	☐ (3) PSY 150 General Psychology (AAS)
Students must demonstrate that they are college ready	☐ (3) Humanities/Fine Arts elective (AAS)
in one of the following ways:	Select courses from a list on the plan of study
☐ Provide proof of an unweighted US high school GPA	<u> </u>
of 2.8 or higher	
☐ Transfer college credit for English and math (algebra)	AFTER ADMISSION IN THE PROGRAM
☐ Provide proof of completion of an associate's or	Core Courses can only be taken following formal application
bachelor's degree	and admission into the program.
☐ Provide proof of satisfactory scores on ACT, SAT,	Note: If you are a transfer or re-entry student and your MED
GED, HISET, NCDAP, COMPASS, ASSET, or	courses are more than two years old, you will be required to
ACCUPLACER within the last ten years	retake the MED courses.
☐ Demonstrate mastery on RISE English placement test	
2 and RISE Math placement test 2; OR successfully	Fall
complete ENG 002 through Tier 2 (grade of P2) and	\square (1) MED 110 Orientation to Medical Assisting
MAT 003 through Tier 2 (grade of P2)	☐ (2) MED 118 Medical Law and Ethics
Natural Sciences	□ (2) MED 130 Administrative Procedures I
☐ CHM 094 Basic Biological Chemistry	Spring
OR biology and chemistry in high school not older than	□ (2) MED 131 Administrative Procedures II
10 years or college biology and chemistry with a lab	☐ (5) MED 140 Exam Room Procedures I
with a grade of C (70%) or above in both the lecture and	☐ (5) MED 150 Laboratory Procedures I
-	Summer
lab (no time limit).	☐ (5) MED 260 Medical Clinical Practicum
Submit MA Program Forms (download forms)	☐ (2) MED 264 Medical Assisting Overview
☐ English Language Requirement form*	Fall (AAS)
☐ Essential Skills form (from program page)	☐ (2) MED 138 Infection/Hazard Control
☐ Clinical Training form	☐ (3) MED 232 Medical Insurance Coding
-	Spring (AAS)
MA Program Application (download from program page)	☐ (3) MED 270 Symptomatology
Available February 1	☐ (3) MED 270 Symptomatology ☐ (3) MED 272 Drug Therapy
Due July 15	- (3) MILD 2/2 DIUS HICIAPY