

**Medical Assisting
Certificate of Achievement (33-35 Credits)
For Students Seeking Admission to the Fall Program**

The Medical Assisting program will be responsible for managing the application process and the selection of students will be performed by an admissions committee.

Qualified applicants must:

- Have a high school diploma/transcript or GED or HiSet transcript. NOTE: International (non-US) diploma or transcript must be in English showing a graduation date and/or completion. If in a language other than English, the diploma or transcript must be evaluated through a NACES member organization (<https://www.naces.org/members>)
- Completion of ENG 100, 101, 110, or 113, with a “C” or better

Medical Assisting is NOT a Limited Entry program, however a Medical Assisting application is required.

For more information regarding the Medical Assistant program, email MAP@csn.edu.

PROGRAM PREREQUISITE COURSES: These are courses that must be completed before a student is considered eligible for entry into the Program.

Course	Title	Cr	Tech Prep	Min. Grade
ENG 100, 101, 110, 113	Composition I	3-5	No	C
Total		3-5 Cr		

**HIT 117 & MA 104B, can be completed prior to admission*

**HIT 118B can be substituted in lieu of HIT 117*

IMPORTANT POINTS TO REMEMBER:

- Selection Occurs: Once a year
- Program Begins: Fall Term
- Application Deadline: July 1
- Applications Accepted: June 1-July 1

Applications must be received within the application window, and NOT before. Late applications will not be accepted; must show proof of completion of all program prerequisites. Copies of unofficial transcripts from CSN showing the ENG prerequisite has been completed with a C or better, and copies of the HS diploma/transcript or GED or HiSet, are submitted with the application as a single PDF file by the deadline.

- Maximum number of students admitted:
 - West Charleston Campus: 12
 - Henderson Campus: 12

PROGRAM COURSES: Program courses are subject to revision and will not impact program admission.

<i>1st Semester (FALL)</i>	<i>2nd Semester (SPRING)</i>
8 week - 1	8 week - 1
HIT 117...1 cr Medical Terminology	MA 110B...5 cr Medical Assistant Techniques II
MA 104B...2 cr Intro to Medical Assisting	MA 120B...4 cr Medical Office Management
8 week - 2	8 week - 2
MA 106B...4 cr The Body in Health and Disease	MA 130B...3 cr Clinical Externship
MA 107B...5 cr Medical Assistant Techniques I	MA 195B...1 cr Application of Medical Assisting Concepts
16 weeks (this course will run throughout the entire semester)	
CLS 155...5 cr Phlebotomy for NHA Certification	
Total..... 17 cr	Total..... 13 cr
	Total In-Program Course Credits: 30