



## Medical Assisting Program Diploma in Applied Science

Applicants will be admitted to this program on a “first-qualified, first-admitted” basis. Applicants are considered qualified for admission to the next available class when they meet **all** TTC and program requirements. Classes begin **Summer Semester**.

### Program Admission Requirements

In addition to meeting the college’s general admission requirements, including submission of official high school and college transcripts, applicants must complete all of the following requirements:

1. Complete the **Health Sciences Application** through the TTC Portal. Application link can be found on the TTC Health Sciences webpage.  
  
*Note: When the number of applicants qualifying at the same time exceeds space available in the program, admission will be prioritized according to the date and time that the Health Science application was received in the Admissions office.*
2. Complete AOT 105 Keyboarding or high school keyboarding with a minimum grade of C. Contact the Medical Assisting Program faculty regarding keyboarding options.
3. Achieve a minimum cumulative 2.0 GPA at the time of acceptance and at date of entry into the program based on classes taken within 5 years of acceptance into the program.
4. Complete the Information Session on the TTC Portal page for Medical Assisting and achieve a score of 100% on the online quiz following the session to verify the information was reviewed and understood.
5. Submit the Statement of Completion form found on the Health Sciences webpage to [HealthSciencesAdmissions@tridenttech.edu](mailto:HealthSciencesAdmissions@tridenttech.edu).

Accreditation - The Medical Assisting Program at Trident Technical College is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP- [www.caahep.org](http://www.caahep.org)) upon the recommendation of the Medical Assisting Educational Review Board (MAERB). CAAHEP, 25400 US Highway 19 North, Suite 158, Clearwater, FL 33763, 727.210.2350.

*Trident Technical College is an equal opportunity institution and does not discriminate on the basis of race, color, religion, national or ethnic origin, disability, gender or age in its admissions policies, programs, activities or employment practices.*

			<u>Lecture</u>	<u>Lab</u>	<u>Credit</u>
<b>First Semester - Summer</b>					
AHS 104		Medical Vocabulary/Anatomy	3	0	3
AHS 105		Medical Ethics and Law	2	0	2
AHS 121		Pharmacology	2	0	2
AHS 142		Phlebotomy	1.5	1.5	2
MED 102		Intro to the Medical Assisting Profession	2	0	2
MED 131		Administrative Skills of the Medical Office	1.5	1.5	2
MED 135		Medical Office Insurance I	1.5	1.5	<u>2</u>
					<b>15</b>
<b>Second Semester - Fall</b>					
MED 122	F1	Medical Assisting Lab Procedures I	1.5	1.5	2
MED 136	F1	Medical Office Insurance II	1.5	1.5	2
MED 141	F1	Medical Office Clinical Skills I	1.5	1.5	2
AHS 170	F1	Fundamentals of Disease	3	0	3
MED 125	F2	Medical Assisting Advanced Laboratory	1.5	1.5	2
MED 134	F2	Medical Assisting Financial Management	2	0	2
MED 142	F2	Medical Office Clinical Skills II	1.5	1.5	<u>2</u>
					<b>15</b>
<b>Third Semester - Spring</b>					
*MAT 155	S1	Contemporary Mathematics	3	0	3
ENG 101	S1	English Composition I	3	0	3
MED 151	S1	Medical Assisting Clinical I	0.5	10.5	4
PSY 201	S2	General Psychology	3	0	3
MED 152	S2	Medical Assisting Clinical II	0.5	10.5	<u>4</u>
					<b>17</b>
		<b>TOTAL SEMESTER HOURS</b>			<b>47</b>

\*SPC 205 Public Speaking or SPC 209 Interpersonal Communication may be substituted.

**Course Progression:** Once accepted into the program, students must earn a grade of C or better in each course and earn a grade of satisfactory on professional development evaluations in order to progress to the next semester.

**Please note:** All Health Sciences students are required to have drug screenings, criminal background checks, and a current Student Health Record with immunizations and titers. For more information, students may contact their Medical Assisting faculty advisor.

**NOTE:** Falsification of any information submitted will make a student ineligible for admission to or continuation in the Medical Assisting Program.