

**WAKE TECHNICAL COMMUNITY COLLEGE
MEDICAL ASSISTING APPLICATION**

Please mail application to:

**Wake Technical Community College
Admissions Office
2901 Holston Ln.
Raleigh, NC 27610**

OR

Hand deliver to:

**Student Services Center in HS2
at the Perry Health Sciences Campus
2901 Holston Ln.
Raleigh, NC 27610**

This application does not replace the Wake Technical Community College Application for admission. The Wake Tech application must be on file **prior** to submitting the Medical Assisting application. You must fill this application out **COMPLETELY** or it will not be processed!

- ☐ **Application is for Fall _____ program entry.** (Application deadline is May 15)
☐ **Application is for Spring _____ program entry.** (Application deadline is Sept 15)

PERSONAL INFORMATION: (Please print legibly)

Date: _____

Name _____ Student ID# _____

Address _____

Cell Phone: ____/____/____ Home Phone: ____/____/____ Work Phone: ____/____/____

E-mail Address: _____

Admission Requirements Checklist ✓:

READING: Reading proficiency should be satisfied by completion of any **ONE** of the following:

Please ✓ ONLY the most current:

- ☐ Minimum score on Reading section of a placement test (ex: SAT, ACT, Accuplacer)
- ☐ DRE 098 or RED 090 with a minimum grade of "C"
- ☐ A college level English composition course with a minimum grade of "C"
- ☐ Met High School GPA waiver per NC Multiple Measures (only NC HS graduates within the last 5 years)

ENGLISH: English proficiency may be satisfied by completion of any **ONE** of the following:

Please ✓ ONLY the most current:

- ☐ Minimum score on writing section of a placement test (ex: SAT, ACT, Accuplacer)
- ☐ DRE 098 or ENG 090 with a minimum grade of "C"
- ☐ A college level English composition course with a minimum grade of "C"
- ☐ Met High School GPA waiver per NC Multiple Measures (only NC HS graduates within the last 5 years)

MATH: Math proficiency may be satisfied by completion of any **ONE** of the following:

Please ✓ ONLY the most current:

- ☐ Minimum score of Math section of a placement test (ex: SAT, ACT, Accuplacer)
- ☐ A college level Mathematics course with a minimum grade of "C"
- ☐ DMA 010, DMA 020, and DMA 030 or MAT 060 with a minimum grade of "C"
- ☐ Met High School GPA waiver per NC Multiple Measures (only NC HS graduates within the last 5 years)

Note #1: College-level math courses and/or placement test scores, including SAT and ACT, must have been completed within **FIVE YEARS** of applying for pre-Medical Assisting status.

Note #2: All transcripts must be original and come from the originating source. Copies of transcripts are not acceptable. Transcript request form(s) may be obtained from the Admissions Office.

Note #3: Only applicants who have met the above admissions requirements **and** have been accepted into the clinical program are allowed to register for the MED curriculum.

Other Coursework Completed: Please provide the information below for all completed equivalent courses from Wake Technical Community College and any other institutions you have attended. Please indicate if you are currently enrolled in a course this semester and at what school you are taking the course.

** This class must have been completed within 5 years from the start of the MED classes.*

√ if completed	Credit for:	Name of College/University	Equivalent Course Name & Course #
	CIS 111		
	ENG 111		
	BIO 161*		
	MAT 110*		

The clinical admissions procedure for Medical Assisting is a two-part process utilizing both a first-come, first-served process and class completion. This procedure is used if there are more applicants who have met the minimum admission requirements (MAR) than there are available clinical spaces. Those applicants with the most general courses completed and with the earliest clinical application submission date will be selected for the available clinical slots.

General Courses: Applicants can take the general education courses in the Medical Assisting curriculum prior to beginning the MED classes. These classes include **ENG 111, MAT 110, CIS 111, and BIO 161**. Completion of each class with a “C” or better is worth one (1) point. Students with the most points and the earliest clinical application date will have a higher priority for acceptance into the Medical Assisting program and permitted to register for the MED courses.

I certify that all the information on this is application is accurate to the best of my knowledge.

Signature of Applicant_____ **Date**_____

Please note that Wake Technical Community College is constantly evaluating the admissions procedures and reserves the right to make changes as the need arises.

Once an applicant has been offered a full-time space in the Medical Assisting program, he/she must complete the following:

- Submit a completed Wake Tech Physical Evaluation form
- Submit an “Addendum to the Application for Admissions” and provide Criminal Background Check to the college
- Begin Hepatitis B immunizations
- Become certified in CPR (Healthcare Provider Course or Adult, Child, and Infant Course)
- Secure professional liability insurance (charged to Health Sciences students as a fee to pay with tuition)
- Complete required drug testing panels
- Some clinical sites require that students obtain and maintain health insurance coverage during the clinical component of their program of study. Students who are accepted into the clinical portion of their program will be given more information and instructions about this requirement at program orientation sessions.