Springfield Technical Community College
Medical Assisting Program
Admission Checklist 2024

***This **PRINTABLE form** must be **MAILED or EMAILED** to the Admissions Office**
(Electronic version which can be completed and submitted online is available on program website)
Instructions-Please read carefully.

- Complete all items on both sides. If not applicable, enter N/A in the appropriate box, do not leave anything blank. All *requirements* must be completed, or in progress in order to apply.
- This is a checklist, please refer to the program website for *detailed* information. You must also complete the ***STCC COLLEGE APPLICATION*** .
- After you have completed each section, sign and ***MAIL or EMAIL this form*** to the Admissions Office. Review will begin after March 31st, applications are accepted until program is full.

Admissions Office
Springfield Technical Community College
One Armory Square-PO Box 9000
Springfield, MA 01102-9000
Admissions@stcc.edu

For additional information regarding applying to the college, please visit www.stcc.edu/apply

Name (print legibly)_____

If you are a current or former STCC student, please list student ID#_____

Address_____

City/State_____Zip code_____Country_____

Telephone number_____Email_____

If there are any extenuating or unusual circumstances related to your application, please note below
_____
_____

My signature below indicates that ALL admission requirements for the Medical Assisting program have been completed or are in progress as indicated on the reverse page. The information I have provided is accurate, I understand it will be verified by the admission office.

Student applicant signature_____Date_____

Medical Assisting Admission Checklist 2024

Admission Requirement	Check appropriate response
1. Complete STCC College Application, with a request for Medical Assisting	____Application for Admission online
2. Official High School Transcript, HiSet or GED	____ Official document provided
3. **Math**-completion of high school Pre-Algebra with a grade of C or higher or successful completion of MAT-078 or MAT-061 with a grade of C or higher or college placement at published on the website. (within 5 years)	Course name/number: Where/when taken: Grade:
4. **English**- Completion of 4 years of HS English with C or higher or completion of ENG-095 with a C or higher or placement at ENG-101	Course name/number: Where/when taken: Grade:
5. **Medical Terminology**-Completion of MED 100 with a grade of C or higher within 5 years of fall of admitting year or passing score on challenge exam*	Course name/number: Where/when taken: Grade:

*Challenge exams can only be taken by enrolled STCC students

Additional Information-Applicants who complete the following will be given priority consideration

Course	Grade	Semester /Year Taken	Taken At STCC (yes or no)	If completed at another college list college	Has appropriate document been submitted? (yes/no)
*College Biology, list course number_____					
*MED-102					

*within 5 years

Do you have a previous college degree? If yes, list degree and name of college: _____