

Last Name:

First Name:

Address:

City:

State:

Zip:

Lakeland ID:

Lakeland Email:

@mail.lakelandcc.edu

All program applicants must apply to Lakeland and fall under one of the following options.

☐ **Option #1 High School**

- Must be accepted to Lakeland and have met all College Credit Plus admission requirements

☐ **Option #2 Transfer students or Current LCC Students**

- Must be accepted as a Lakeland Community College Student.
- Have an accumulative 2.000 GPA

☐ Verified by Advising Staff _____ Initials

Choose:

☐ Medical Assisting (3550)

☐ Day Program

☐ Evening Program

Admission to the Medical Assisting Program consists of two phases

Phase I – Program Acceptance

- Applications are reviewed by the LCC Academic Advisor or Program Director to verify that all admission requirements have been met.
- Eligible applicants are accepted on a space-available basis and receive an Acceptance Acknowledgement Letter through their Lakeland email account.
- To reserve a seat in the program, accepted applicants must submit the non-refundable \$55 application fee by the deadline provided in the Acceptance Acknowledgement Letter.

Phase II – Program Progression

- Acceptance into the Medical Assisting Program allows students to enroll in MDAS1110 – Administrative Medical Office Procedures, the program's introductory (trigger) course.
- Successful completion of MDAS1110 is required before students may progress into the Clinical Medical Assisting curriculum which begins in semester two of the program.

This program application must be submitted to the Student Service Center (Room A-1003) or via the secure upload form at lakelandcc.edu/health.

Student Signature:

Date:

Please be aware that all students enrolled in the Medical Assisting program are required to complete a criminal background check. A criminal record does not automatically prevent participation in clinical education, certification/licensure, or employment; however, eligibility requirements vary by clinical site, credentialing organization, and employer. If you have concerns about your background check or believe there may be a "hit" on your record, please contact the Program Director as early as possible.

MDAS Course Registration Authorization

Students accepted into the Medical Assisting Program are required to complete the MDAS core courses according to the established program sequence.

Please select **one** of the following:

☐ **YES – I AUTHORIZE AUTOMATIC REGISTRATION**

*I authorize Lakeland Community College to register me for the required **MDAS core courses** according to the Medical Assisting Program sequence, subject to successful program progression, course availability, and applicable College policies and registration requirements.*

☐ **NO – I DO NOT AUTHORIZE AUTOMATIC REGISTRATION**

I do not authorize Lakeland Community College to register me for MDAS courses. I understand that I am responsible for registering for the required MDAS courses according to the Medical Assisting Program sequence and applicable registration deadlines.

MDAS Core Course Sequence

First Semester

MDAS 1110 – Administrative Procedures for the Medical Office

MDAS 1150 – Medical Office Insurance and Reimbursements

MDAS 1210 – Basic Patient Skills

Second Semester

MDAS 1250 – Medical Office Surgical Procedures (First 10 Weeks)

MDAS 1220 – Specialty Medical Assisting

MDAS 1300 – Physician Office Laboratory

MDAS 1400 – Medical Assisting Exam Review (Last 5 Weeks)

Third Semester

MDAS 1700 – Practicum

MDAS 1800 – Seminar

Important Note:

This authorization applies only to MDAS courses. Students are responsible for registering for all other courses required for completion of the Medical Assisting Program, including HLTH 1215, HLTH 1238, and HLTH 1600.

Automatic registration is subject to course availability, eligibility, successful program progression, and applicable College policies and procedures.

Student Signature:

Date:

For College Use Only :

Program Acceptance Verified:

☐ Yes

Processed By:

Date: