

**MARION TECHNICAL COLLEGE**  
**HEALTH INFORMATION TECHNOLOGY (HIT) PROGRAM APPLICATION**

Name \_\_\_\_\_ SS# or PID \_\_\_\_\_

Address/City State/Zip \_\_\_\_\_ Phone # \_\_\_\_\_

Directions: Complete this program application to apply for admission in the Health Information Technology Program. Please initial the blanks and submit the application to the Health Technologies Secretary as soon as you can answer all the following questions affirmatively (yes).

- \_\_\_ 1. **I have been notified that my Marion Technical College Admission File is complete.**  
\_\_\_ a. MTC application for admission and fee  
\_\_\_ b. Final high school transcript or GED results
- \_\_\_ 2. **I have achieved a raw score of 78 or above on the COMPASS Reading Skills Assessment**  
**OR** (check one)  
\_\_\_ **I have successfully completed ENG 0965A Reading Enrichment II** **OR**  
\_\_\_ **I have received a 18 or above on the Reading portion of the ACT.**
- \_\_\_ 3. **I have achieved a raw score of 40 or above on the COMPASS Elementary Algebra Assessment**  
**OR** (check one)  
\_\_\_ **I have successfully completed MTH 0990A Pre-Algebra** **OR**  
\_\_\_ **I have received a score of 19 or above on the Math Portion of the ACT.**
- \_\_\_ 4. **I have achieved a raw score of 69 or above on the COMPASS Writing Skills Assessment**  
**OR** (check one)  
\_\_\_ **I have successfully completed ENG 0990B Preparation for College Writing II** **OR**  
\_\_\_ **I have received a score of 18 or above on the English portion of the ACT.**
- \_\_\_ 5. **I have at least a 2.5 accumulative grade point average and understand I must achieve a "C" in all required courses to remain in the program.**
- \_\_\_ 6. **I have completed one of the following:**  
\_\_\_ a. American College Test (ACT) score of 15 or higher on test taken before October 1, 1989.  
\_\_\_ b. American College Test (ACT) score of 18 or higher on test taken after October 1, 1989.  
\_\_\_ c. Required college program course(s) with a minimum accumulative grade point average of 2.5 or better.
- \_\_\_ 7. **I realize that there are additional requirements for entrance to a Professional Practice, and that they must be met by the specified deadline to avoid forfeiture of the Practice.**  
a. completion of medical physical  
b. testing for infectious diseases and update immunizations  
c. signed Responsibility for Treatment.  
d. purchase liability insurance  
e. drug screening
- \_\_\_ 8. **I understand my clinical site may require:**  
a. random drug testing;  
b. HIV testing if exposed to a bloodborne pathogen;  
c. submission to treatment/counseling if exposed to infectious diseases (i.e. HIV, TB, Hepatitis), and  
d. criminal background check.
- \_\_\_ 9. **I am able to meet the non-academic technical standards listed in the HIT Student Handbook.**
- \_\_\_ 10. **I have read and understand the Health Information Technology Student Handbook policies and requirements. I have had an opportunity to ask questions. I agree to abide by the policies and requirements specified in the Handbook.**

I wish to enter the HIT technical course sequence \_\_\_\_\_ term, with an anticipated year of graduation of \_\_\_\_\_.

I understand my formal acceptance into the HIT program is contingent upon a successful criminal background check facilitated by Marion Technical College.

I understand that if the program is filled at the time that I submit this application that I will be placed on a waiting list and will be accepted into the program when an opening is available on a first-come first-serve basis.

I certify that the information that I have provided is true to the best of my knowledge. I understand that I am responsible for fulfilling all of the program admission and medical requirements.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

RETURN TO: **Darlene L. Lewis**  
**Health Technologies Secretary**  
**Marion Technical College**  
**1467 Mt. Vernon Avenue**

**Application received** \_\_\_\_\_  
**Application accepted** \_\_\_\_\_  
**Application denied** \_\_\_\_\_  
**Yr./Term. to graduate** \_\_\_\_\_

Marion, OH 43302

Letter sent to student \_\_\_\_\_

**Disposition: WHITE to Darlene L. Lewis; YELLOW to student**

DLL:sc/10/09/2013/HIT Appl