



Health Information Technology

Fall 2024 Priority Deadline: March 22, 2024

Fall 2024 Final Review Deadline: July 7, 2024

Health Information Technology Admissions At-A-Glance

- Two-year Associate in Applied Science degree program.
 - A maximum of 15 new students are accepted to start each Fall (August).
 - Students are admitted in the order they apply, as long as they meet the minimum English and Math readiness requirements listed on [page 2](#).
 - The MAR application opens each year in January.
 - Until you are accepted to HIT, you will be enrolled in Associate in Arts-Health Tech Track. This track allows you to take some classes before being admitted to the program.
 - There is a [time limit](#) for completion of the program.
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Steps for Applying to Health Information Technology

1. Complete an application to Forsyth Tech (if you are not a current student).
2. Check that you meet the minimum Math and English readiness requirements.
3. Submit official transcripts.
4. Schedule a Personalized Advising & Planning meeting with the Program Coordinator.
5. Submit the MAR application. (You may only apply to one (1) health program at a time.)
6. Review additional requirements for accepted students.

Additional information about each step is outlined on the following pages.

1. Apply to Forsyth Tech

New Students: You must apply for admission before completing the MAR application.

Former Students: Reapply if it has been more than one year since you registered for classes.

Current Students: Students registered for classes, do not need a new Admissions application.

ALL APPLICANTS should ensure their state residency determination is up to date.

Online application for admission to Forsyth Tech: <https://www.forsythtech.edu/apply-ft/>

North Carolina Residency Determination Service: www.ncresidency.org

2. Verify that you meet the minimum readiness requirements

All Health Program applicants must demonstrate readiness for college-level English and Math. Your Student Success Advisor can help you determine if you meet the readiness requirements.

COLLEGE ENGLISH READINESS	COLLEGE MATHEMATICS READINESS
<ul style="list-style-type: none"> <input type="checkbox"/> Option 1: You have completed or received transfer credit for ENG 111. <input type="checkbox"/> Option 2: You have completed or received waiver credit for <u>all</u> of the following: DRE 096, DRE 097, DRE 098. <input type="checkbox"/> Option 3: You have completed or received waiver credit for ENG 002 with a minimum grade of <u>P2</u>. <input type="checkbox"/> Option 4: You have completed or received waiver credit for ENG 011 or are currently enrolled in ENG 111/011. <input type="checkbox"/> Option 5: An earned associate's or bachelor's degree from a regionally accredited institution. <input type="checkbox"/> Option 6: Completion of placement test and achievement of appropriate scores. <u>If you took the placement test elsewhere, you MUST submit those scores to Forsyth Tech Admissions & Records.</u> <input type="checkbox"/> Option 7: Graduate of a US high school with a GPA of 2.5 or higher. 	<ul style="list-style-type: none"> <input type="checkbox"/> Option 1: You have completed or received transfer credit for <u>one</u> of the following -- MAT 143, MAT 152, MAT 171 (or a higher-level math). <input type="checkbox"/> Option 2: You have completed or received waiver credit for <u>all</u> of the following: DMA 010, DMA 020, DMA 030, DMA 040, and DMA 050. <input type="checkbox"/> Option 3: You have completed or received waiver credit for MAT 003 with a minimum grade of <u>P2</u>. <input type="checkbox"/> Option 4: You have completed or received waiver credit for MAT 043 or are currently enrolled in MAT 143/043. <input type="checkbox"/> Option 5: An earned associate's or bachelor's degree from a regionally accredited institution. <input type="checkbox"/> Option 6: Completion of placement test and achievement of appropriate scores. <u>If you took the placement test elsewhere, you MUST submit those scores to Forsyth Tech Admissions & Records.</u> <input type="checkbox"/> Option 7: Graduate of a US high school with a GPA of 2.5 or higher.

3. Submit official transcripts (and/or AP scores)

Electronic transcripts directly from a school or transcript company can be sent through a secure service to admissions@forsythtech.edu. Transcripts emailed by the student are not accepted.

Paper transcripts can be mailed to:

*Forsyth Technical Community College
Attn: Admissions
2100 Silas Creek Parkway
Winston Salem, NC 27103-5197*

Hand delivered transcripts must be in the original **sealed** envelope and taken to the Admissions & Records Office on the Main Campus.

Transcript Frequently Asked Questions

<i>Transcript Question...</i>	Answer
<i>I haven't requested my high school or GED transcript yet. Do I really need to have it sent?</i>	If you are planning to apply for financial aid, you will need your high school or GED transcript on file. We also review your transcripts to determine if you meet any English, math, or science readiness requirements. After you are accepted into your program, transcripts may be needed for some clinical sites and accreditation requirements.
<i>I have attended two or more colleges. I already sent my transcript from College B and it shows all the classes I took at College A. Do I have to send the transcript from College A?</i>	We need official transcripts directly from each college in order to award credit. If you want MAR points or transfer credit for any classes you took at College A, you must send the official transcript from College A.
<i>I attended four colleges previously, but I only took classes related to this program at two of them. Do I really need to send in all four of my college transcripts?</i>	To apply to the program, you only need to submit transcripts with relevant credits. Please note: all transcripts may be required after you are admitted to the program to meet clinical or accreditation requirements.

****Your MAR Review will be based on documents in your file at the time of the review.****

4. Complete a Pre-Program Advising and Planning Meeting

To learn specifics about the program, you are strongly encouraged to schedule a pre-program advising and planning meeting. The meeting will be personalized and informative. You may ask questions about class scheduling, clinicals, transfer credits, and more.

Contact:

Daveta Strayhorn

Program Coordinator for Health Information Technologies

dstrayhorn@forsythtech.edu

336-734-7664

5. Submit the MAR Application

Use the link below to access the MAR Application

[2024 Health Information Technology MAR Application](#)

Application opens: Tuesday, January 2, 2024

Priority Deadline: March 22, 2024

Final Deadline: July 7, 2024

What to expect after submitting your MAR Application

- A confirmation message will be shown on the screen after you submit your application.
- We will communicate using your Forsyth Tech email address. Check your email daily and ensure that your phone number is updated.
- Advisors typically begin reviewing applications AFTER the priority deadline. If we review your application before the deadline, you will receive an email with a summary of your qualifications. This email will NOT indicate if you were admitted. It will only let you know that we have reviewed your application.
- It may take up to six (6) weeks after the MAR application deadline, before you are notified regarding your admission status. The email you receive will indicate if you are:
 - **Admitted:** read your letter carefully and follow all additional requirements.
 - **Alternate:** read your letter carefully and respond if requested. Continue to check your email and phone messages daily.

- **Not admitted:** you may schedule an appointment with your advisor to discuss ways to become more competitive for the next application cycle.

General Education/Related Courses for HIT

Associate in Arts-Health Tech Track (AA-HT) is the correct program for students who plan to apply to Health Information Technology. The AA-HT program allows you to take the general education courses for your degree or diploma, and it lets us know that you intend to apply to one of the health science programs. If you have not met the minimum English or math readiness requirements, you will take the needed courses while in AA-HT.

Listed below are the general education/related courses for Health Information Technology:

Related Courses for Health Information Technology		
*BIO 163	Basic Anatomy & Physiology	
ENG 111	Writing and Inquiry	<i>ENG 011 may be a required co-requisite</i>
ENG 114 or COM 231	Professional Research & Reporting or Public Speaking	
MAT 152	Statistical Methods I	<i>MAT 052 may be a required co-requisite</i>
CIS 110	Introduction to Computers	
PSY 150	General Psychology	
HUM 115	Critical Thinking	

You are not required to take these courses prior to submitting your MAR application. They provide an opportunity for you to get a head start on your degree requirements. If you do not complete them before you apply to HIT, you will take them while in the program.

****Students are strongly encouraged to take BIO-163 before starting HIT classes.***

ENG-011 and MAT-052 may be required co-requisites for some students in order to meet college readiness before applying to the program (see Minimum Readiness Requirements, page 2).

Additional Information for Accepted Students

Time Limit

Students must complete the HIT Program within four years, starting with the first semester they enroll in HIT courses. Once enrolled in the HIT Program, students who do not take HIT courses for one year will be placed on inactive status. Students placed on inactive status will be permitted to return to the HIT program once, and they must meet the enrollment and curriculum requirements in effect for the year in which they return.

Background Clearance

All HIT program accepted students will be required to complete the standard Health Technologies criteria for working at a clinical site. **Accepted students will receive information about these requirements at the program orientation.** The required criteria include:

- Health Screening
- Documentation of Immunizations
- Criminal background check and drug testing

These requirements are determined by clinical sites and agencies. Although HIT students do not deliver patient care, the program requires training within a variety of medical/healthcare facilities. Students must meet the clearance criteria of each clinical site. Your information will be reviewed by the clinical site to determine eligibility. This screening must be completed by the first semester of the program.

Program Orientation

An online orientation session will be scheduled just before the start of the Fall semester. Students will register for HIT classes during orientation.

Questions about these requirements should be directed to the HIT Program Coordinator, Daveta Strayhorn.

Deferred Action Childhood Arrival (DACA) and Undocumented Students Policy

Current NCCCS policy allows DACA and undocumented applicants to enroll at Forsyth Tech at the out of state tuition cost. However, acceptance to the college does not guarantee acceptance to a specific program.

DACA students are eligible to apply to an Allied Health/Nursing program. Undocumented students are not eligible for consideration to Allied Health or Nursing programs. According to North Carolina and Federal law, undocumented students are not eligible for North Carolina professional licensure.

This policy is subject to change without notice based upon federal and state regulations.

August 2022