

Cosumnes River College Medical Assisting Program
Application for Enrollment

DEMOGRAPHIC INFORMATION:	DATE: _____
Name _____	Student ID# _____
Address (City) _____	
Phone # _____	Alternate Ph # _____
E-Mail address _____	
Which Degree/Certificate option are you pursuing? (Circle One)	
Full Program (Admin & Clinical)	Administrative Certificate

SCHOOL HISTORY:
What other areas of study have you pursued? _____ _____
Do you already have a degree? If yes, what level and in what discipline? _____ _____

WORK HISTORY:
Are you currently employed? If yes, how many hours/week do you anticipate working while in the MA program? _____
Do you have any experience related to the medical field? If yes, in what capacity? _____ _____
Have you ever been terminated from a medical job? _____

Have you ever been convicted of a felony? If yes, in what year? _____
(This may effect your eligibility for the Certification exam)

Do you require any special accommodations (i.e. disabled services, food/environmental allergies, etc)? _____

What are your long-term career goals?

This application must be emailed, along with your unofficial transcripts and letter of intent, to the Program Director at burnsc@crc.losrios.edu by the June 15 deadline.

Make sure your name and student ID# are visible on your transcripts and that all scanned copies of documents are readable.

Letter of Intent: Please submit a **one-page**, typed letter detailing your interest in this program. The letter should include, but not be limited to:

- * Why you are interested in Medical Assisting;
- * Why you are choosing the CRC MA program;
- * What do you intend to contribute to the CRC MA program and the profession of Medical Assisting; and
- * How will you display dedication to the MA profession both while attending the CRC program and to your future employers?

Proper spelling and grammar are extremely important, and this should be NO MORE than one page, single-spaced with 1" margins.

Important Dates:

*Application Available - February 1

*Application Deadline – June 15

*Notification of Acceptance sent to student via e-mail - July 1 (random selection process; 26 students admitted)

*Student Confirmation of Acceptance via e-mail to Program Director - July 8

*Mandatory Orientation Meeting – the week before beginning of fall semester (dates vary; will be notified via e-mail of date, time and location)