MEDICAL ASSISTING TECHNOLOGY PROGRAM APPLICATION
At Ohio University
Submit NO LATER THAN DECEMBER 1 to Cynthia Boles, 205 Herrold Hall OUL

Students, who wish to enter the professional courses in the Medical Assisting Technology Program, must apply no later than December 1 to be admitted to the first MAT Professional Courses (MAT 1700, MAT 2010).

Step 1: Complete this application and staple a copy of your current DARS or transcript (documenting completion of required courses with minimum grades), completed MAT Health Form, completed MAT Insurance Form, and completed Technical Standards form.

Name _________________________________________________________________________________________
Current Major and College _________________________________________________________________________
Home Address __________________________________________________________________________________
Phone Number where you may be contacted  __________________________________________________________
OU E-mail Address __________________________ OU PID # _________________________________

Check any/all of the following for which you are applying:

_____ Medical Assisting Technology Program  _____ Medical Office Receptionist Certificate

Provide:

________ Number of hours completed at time of application ________ Overall GPA as of _______________

Date

Step 2: Take the completed application form and all required attachments to Cynthia Boles no later than December 1.

CHECKLIST FOR COMPLETE APPLICATION

_____ Completed Application  _____MAT Health Form

_____ Current copy of DARS, showing:

______ BIOS 1000 completed
______ OTEC 1210 completed
______ MAT 1010 with a grade of C or better
______ MAT 1400 with a grade of C or better

_____MAT Insurance Form  _____Completed Technical Standards

_____ Completed Confidentiality Form

_____ Completed Agreement to Hold Harmless Form

Step 3: All applications will be reviewed by December 15. A letter/e-mail notifying student of her/his status and permission to begin taking the first MAT professional courses (MAT 1700—Administrative Techniques I and/or MAT 2010—Clinical Techniques I) will be sent on December 15. The notification will provide the student with additional guidelines for enrolling in MAT 1700 or MAT 2010.

_____________________________________________   __________________
Signature of Program Director if this student                              Date
is accepted into MAT at OU

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