

HEALTHCARE PATHWAY PROGRAM ADMISSION PROCESS



OPEN ENROLLMENT PROGRAMS

Students can enroll in “Open Enrollment Programs” when enrollment begins each semester. The following programs do not require the student to go through the “Petition” process. Classes for these programs are available to students on a first-come, first-served basis.

Associate Degree Programs

Nutrition and Dietetic Technician

- No prerequisite courses
- **Fall start:** Registration for classes opens in **April**
- **Spring start:** Registration for classes opens in **November**

Technical Diploma Programs

Central Service Technician

- No prerequisite courses
- **Fall start:** Registration for classes opens in **April**
- **Spring start:** Registration for classes opens in **November**
- **Summer start:** Registration for classes opens in **April**

Dental Assistant (Bilingual-Spanish)

- No prerequisite courses
- **Fall start:** Registration for classes opens in **April**
(this program only admits students one time a year)

Pharmacy Technician

- No prerequisite courses
- **Fall start:** Registration for classes opens in **April**
- **Spring start:** Registration for classes opens in **November**

Renal Dialysis Technician

- One year of high school biology or one semester of college-level biology with a grade of C or higher
- **Fall start:** Registration for classes opens in **April**
(this program only admits students one time a year)

Certificate Programs

Dietary Manager Certificate (Bilingual-Spanish)

- No prerequisite courses
- **Fall start:** Registration for classes opens in **April**
- **Spring start:** Registration for classes opens in **November**



Certificate Programs *(continued)*

Dietary Manager Certificate

- No prerequisite courses
- **Fall start:** Registration for classes opens in **April**
- **Spring start:** Registration for classes opens in **November**

Healthcare Customer Service Certificate

- No prerequisite courses

STEPS FOR ENROLLING IN AN OPEN ENROLLMENT PROGRAM

1. Complete the MATC application at matc.edu/apply.

Current students, to change your program:

Meet with your Pathway Advisor. Pathway Advisors submit program change requests.

- Complete Criminal Background Check Acknowledgment Forms online <http://www.123formbuilder.com/form-4964254/background-check-acknowledgment>
- Pay admission fees
- Complete MATC's admission requirements

2. Contact a Healthcare Pathway advisor at healthpathway@matc.edu

3. Register for classes

4. Program orientation/CastleBranch information:

After the student registers for technical courses, the student will receive an email in their MATC Gmail account that will provide information about the program and next steps. Many programs will hold "Orientation Sessions" prior to the first day of class. If applicable, the student will receive information about the program's medical, criminal background check and drug screen requirements. The medical, criminal background check and drug screen information is managed through a third-party company called CastleBranch.

Note: Fees will apply to third-party vendors.

Questions about Castlebranch can be found at matchhealth.com and/or contact: Healthcare Pathway Student Service Specialist at lopezr81@matc.edu

FOR NURSING ASSISTANT PROGRAM

1. Complete the program admission checklist

located at <http://www.matc.edu/course-catalog/healthcare/nursing-assistant.html>

2. Prospective students must complete a criminal background check, drug screen and medical requirements prior to enrolling in the Nursing Assistant program

3. Questions about Castlebranch can be found at matchhealth.com and/or contact: Healthcare Pathway Student Service Specialist at lopezr81@matc.edu

4. After completing all the CastleBranch requirements, student needs to contact Rosy Lopez, lopezr81@matc.edu or Julie Murphy, murphj26@matc.edu



PETITION PROGRAMS

The following programs require students to complete specific requirements prior to Petitioning for the program. **Program qualification and selection criteria can be found on each of the program's webpages.**

For Associate Degree Programs: Petitioning for Fall start programs is the month of **February**, **petitioning for Spring start** programs is the month of **September**.

For Technical Diploma Programs: Petitioning for Fall start programs is the month of **March**, **petitioning for Spring start** programs is the month of **October**.

Minimum cumulative grade-point average required is 2.5 unless noted otherwise.

Some programs require a pre-qualifying exam for admissions: Please go to matchhealth.com for more information on examinations.

Associate Degree Programs

*Courses must be completed with final grade prior to petitioning.

Anesthesia Technology

- HP-A2 pre-qualifying exam
- C+ or higher: NATSCI-177* or NATSCI 201*
- HEALTH-101
- **Fall start:** Petition window is **February**
(only one time a year)

Cardiovascular Technology-Echocardiography

- HP-A2 pre-qualifying exam
- C+ or higher: NATSCI-197*
- **Spring start:** Petition window is **September**
(only one time a year)

Cardiovascular Technology-Invasive

- HP-A2 pre-qualifying exam
- C+ or higher: NATSCI-197*
- **Spring start:** Petition window is **September**
(only one time a year)

Dental Hygiene

- HP-A2 pre-qualifying exam
- B- or higher in the following courses:
 - NATSCI-177* or NATSCI-201* and 202*
 - NATSCI-186* or NATSCI-207* and 208*
 - NATSCI-197*
- **Fall start:** Petition for program in **February**
- **Spring start:** Petition for program in **September**

Healthcare Services Management (HSM)

- C or higher in the following courses:
 - HEALTH-101
 - NATSCI-189 (or NATSCI-201* or NATSCI-177*)
 - HEALTH-107
 - ENG-195 or ENG-201*
- GPA 2.3 or higher
- Choose either Health Unit Coordinator or Phlebotomy
- **Fall start:** Petition for program in **February**
- **Spring start:** Petition for program in **September**

Associate Degree Programs *(continued)*

Health Information Technology (HIT)

- B- or higher in the following courses:
 - NATSCI-189 or NATSCI-177* or NATSCI-201* and 202*
 - C or higher: HEALTH-101
- **Fall start:** Petition for program in **February**
- **Spring start:** Petition for program in **September**

Medical Laboratory Technician (MLT)

- HP-A2 pre-qualifying exam
- B- or higher in the following courses:
 - NATSCI-177* or NATSCI-201* and 202*
 - NATSCI-186* or NATSCI-207* and 208
 - NATSCI-197*
- **Fall start:** Petition for program in **February**
- **Spring start:** Petition for program in **September**

Occupational Therapy Assistant (OTA)

- HP-A2 pre-qualifying exam
- B- or higher in the following courses:
 - NATSCI-177* or NATSCI-201* and 202*
- **Fall start:** Petition window is **February**
(only one time a year)

Physical Therapist Assistant (PTA)

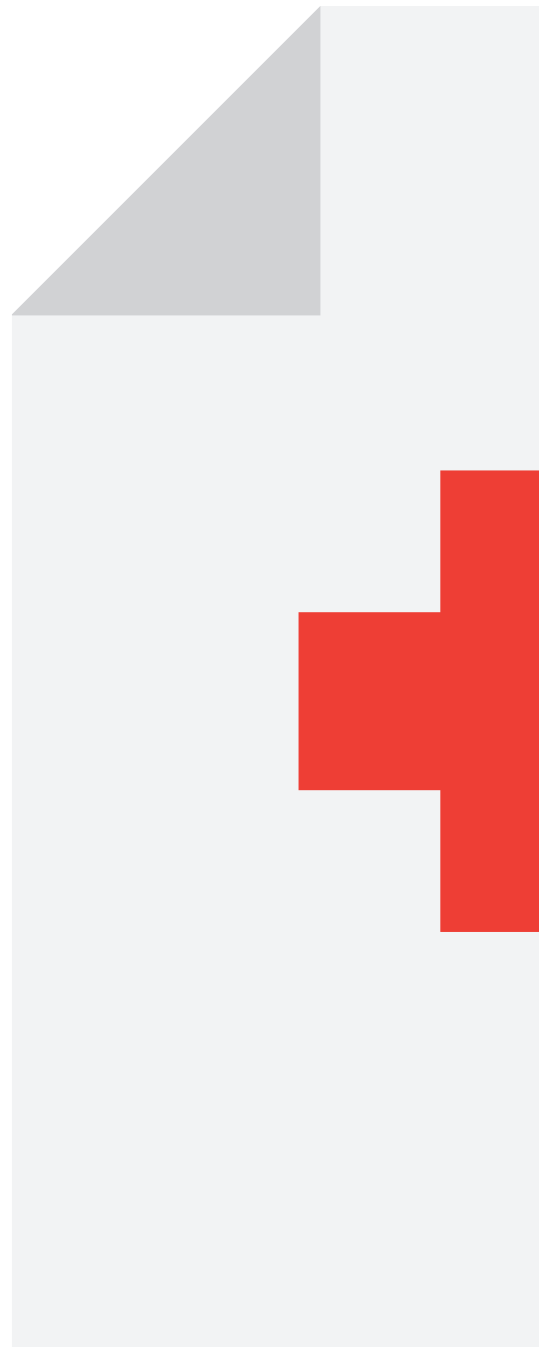
- HP-A2 pre-qualifying exam
- B- or higher in the following courses:
 - NATSCI-177* or NATSCI-201* and 202*
- **Spring start:** Petition window is **September**
(only one time a year)

Practical Nursing LPN - ADN Progression (Nursing Progression)

- HESI pre-qualifying exam for the LPN-ADN program, score required is 900
- Current licensure in Practical Nursing
- B- or higher in the following courses:
 - NATSCI-177* and 179* or NATSCI-201* and 202*
 - NATSCI-197*
 - NATSCI-186* or NATSCI-207* and 208
- Must have 2,000 hours work experience within the last five years as an LPN in a healthcare setting with direct patient care responsibility
- **Fall start:** Petition for program in **February**
- **Spring start:** Petition for program in **September**

Radiography (RadT)

- HP-A2 pre-qualifying exam
- B- or higher in the following courses:
 - NATSCI-177* or NATSCI-201* and 202*
- **Fall start:** Petition for program in **February**
(only one time a year)



Associate Degree Programs *(continued)*

Registered Nursing (RN)

- PAX NLN pre-qualifying exam, score requirement is 120
- B- or higher in the following courses:
 - NATSCI-177* and 179* or NATSCI-201* and 202*
 - NATSCI-197*
 - NATSCI-186* or NATSCI-207* and 208*
- C or higher in all other General Education courses
- Nursing Assistant training
- **Fall start:** Petition for program in **February**
- **Spring start:** Petition for program in **September**

Respiratory Therapist (RT)

- HP-A2 pre-qualifying exam
- B- or higher in the following courses:
 - NATSCI-177* or NATSCI-201* and 202*
- **Fall start:** Petition for program in **February**
(only one time a year)

Surgical Technology (ST)

- HP-A2 pre-qualifying exam
- C+ or higher in the following courses:
 - NATSCI-177* or NATSCI-201* and 202*
 - NATSCI-197*
- **Fall start:** Petition for program in **February**
- **Spring start:** Petition for program in **September**

Technical Diploma Programs

Minimum cumulative grade-point average required is 2.0 unless noted otherwise. *Courses must be completed with final grade prior to petitioning.

Dental Assistant

- No prerequisite courses
- **Fall start:** Petition for program in **March**
- **Spring start:** Petition for program in **October**

Medical Assistant (MA)

- C or higher in the following courses: High school biology or one semester of college-level biology
- C or higher in the following courses:
 - ENG-195 or ENG-201
 - HEALTH-101
 - HEALTH-107
- **Fall start:** Petition for program in **March**
- **Spring start:** Petition for program in **October**

Technical Diploma Programs *(continued)*

Medical Coding Specialist

- B- or higher in the following courses:
 - NATSCI-189 or NATSCI-177* or NATSCI-201* and 202*
 - C or higher in the following course: HEALTH-101
- **Fall start:** Petition for program in **March**
- **Spring start:** Petition for program in **October**

Medical Interpreter

- Successfully complete an oral and written English/Spanish assessment. Please contact Program Chair Rodney Ramos, ramosre@matc.edu, directly to set up a time to take the assessment.
- **Fall start:** Petition for program in **March** (only one time a year)

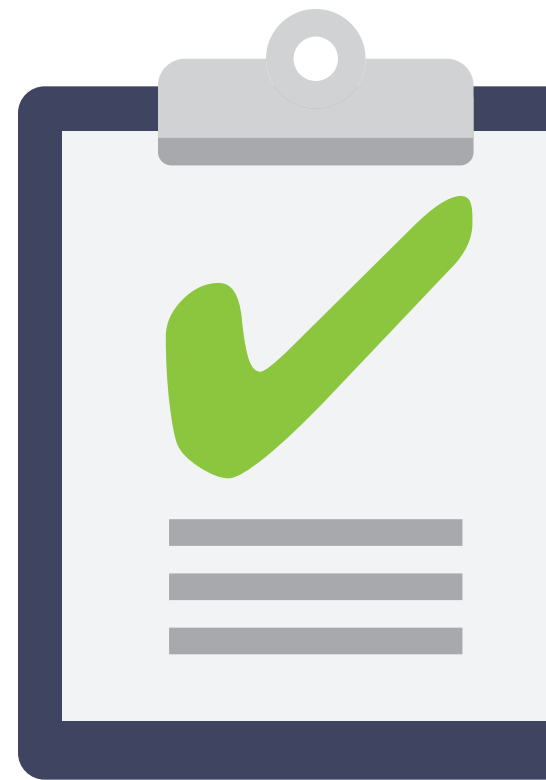
Phlebotomy

- No prerequisite courses
- **Fall start:** Petition for program in **March**
- **Spring start:** Petition for program in **October**

Practical Nursing (PN)

- PAX NLN pre-qualifying exam, required score: 100
- Cumulative GPA of 2.5 or higher
- Nursing Assistant Training
- B- or higher in the following courses:
 - NATSCI-177* or NATSCI-201* and 202*
- C or higher in the following courses:
 - High school biology and chemistry, or one semester of college-level biology and chemistry
 - ENG-195 and ENG-196 or 197 or ENG-201* and 202*
 - General Education courses
- **Fall start:** Petition for program in **March**
- **Spring start:** Petition for program in **October**

*Courses must be completed with final grade prior to petitioning.



STEPS FOR ENROLLING IN A PETITION PROGRAM

1. **Complete the MATC application at matc.edu/apply. Current students, to change your program:** Meet with your Pathway Advisor. Pathway Advisors submit program change requests.
 - a. Complete Criminal Background Check Acknowledgment Forms online <http://www.123formbuilder.com/form-4964254/background-check-acknowledgment>
 - b. Pay admission fees
 - c. Complete MATC's admission requirements
2. **Contact a Healthcare Pathway advisor at healthpathway@matc.edu**
3. **Complete the program prerequisite course(s) and/or pre-qualifying entrance exam**
4. **Complete the program Petition form and/or meet the minimum score for the pre-qualifying exam during the specified Petition timeframes. The Petition form is located on the program webpage.**

STEPS FOR ENROLLING IN A PETITION PROGRAM *(continued)*

5. Petition Review Process:

Petition forms received within the specified Petition window will be reviewed to assure the student meets the program qualification requirements. Competitive programs will apply selection criteria to all the qualified students to determine who is accepted into the program. The student selection criteria is listed on the program webpage. Within 30 business days of the Petitioning end date, students will receive an email in their MATC Gmail account informing them if they were accepted or denied admittance into the program. Accepted students will also receive an email in their MATC Gmail account with information about the program's medical, criminal background and drug screen requirements to be completed by deadline. The medical, criminal background and drug screen information will be managed through a third-party company called CastleBranch.

Note: Fees will apply to third-party vendors.

6. Register for classes

7. Attend the mandatory program orientation



INFORMATION RESOURCES

www.matc.edu – Search for a program's specific webpage

www.matchealth.com – Contains information about pre-qualifying exams, CastleBranch, and program admission and petitioning

Healthcare Pathway email: **healthpathway@matc.edu**

Center: Mequon Campus, **262-238-2281**

Hub: Downtown Milwaukee Campus, **414-297-6263**

For questions, contact:

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Student Service Specialist, Healthcare Pathway

414-297-6089, lopezr81@matc.edu

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Wisconsin Relay System 711



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OAK CREEK
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WEST ALLIS
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