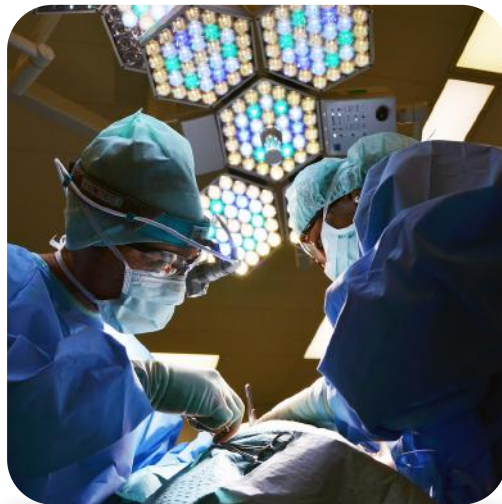




**AUSTIN MEDICAL**  
— ASSISTANT SCHOOL —

# MEDICAL ASSISTANCE PROGRAM



v.1024-1

An Overview of the 18-Week Medical Assistant Program



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# 01 – WELCOME

## ABOUT US

Our school was established by Dr. Thomas Ince because he found it difficult to find and hire assistants with proper training. He also discovered that these assistants were often in debt upwards of \$20,000 due to the high cost of traditional training programs.

Dr. Ince found that Dental Assistants were poorly trained – and usually ~\$20,000 in debt – due to high-cost programs provided by traditional higher education.

He found the same trend in Medical Assistants: poorly-trained, in-debt assistants negatively affected by higher education programs that focused on simple skills.

As a dentist, Dr. Ince understood the importance of hands-on training for assistants to properly support patients and assist practitioners in providing quality care. This led him to create an affordable, accelerated Dental Assistant training program that has since helped over 20,000 students become successful Dental Assistants.

Based on the success of the Dental Assistant training program, Dr. Ince worked with his brother, a medical doctor, to create an affordable, accelerated Medical Assistant training program to provide quality hands-on training. This program has since helped over 5,000 students graduate debt-free as successful Medical Assistants.



## 02 – WHY CHOOSE US?

### MEDICAL ASSISTANT PROGRAM BENEFITS

#### Flexibility

##### **Convenient Schedule**

Our convenient classes make it easy to work around your busy schedule. We offer multiple class locations and times, including weekends. This allows students to continue working while preparing for their next career.

##### **Accelerated 24-Week Program**

Our graduates leave our program confident and enthusiastic about their new careers. We focus exclusively on teaching the skills that modern healthcare employers seek in the next generation of professional Medical Assistants.

## Accessibility

### Flexible Payment Plans

Our program allows students to explore the Mental Assisting field without a significant financial burden. With customizable payment and pre-payment plans, students can begin making payments ahead of their start date, resulting in lower weekly costs. Additionally, our online payment plan calculator enables students to tailor their payment schedules to fit their needs.

## Experience

### Hands-On Learning

Our program allows students to explore the Mental Assisting field without a significant financial burden. With customizable payment and pre-payment plans, students can begin making payments ahead of their start date, resulting in lower weekly costs. Additionally, our online payment plan calculator enables students to tailor their payment schedules to fit their needs.

### Real-World Experience

The 80-hour externship portion of our course allows our students the opportunity to work under the direct guidance of experienced medical professionals in a local medical office.

We employ the most qualified and experienced instructors in the area. Each of our instructors is a distinguished Mental Assistant or a seasoned healthcare professional.

## Student Support

### Student Advisorship

Your dedicated Student Advisor will be by your side throughout the entire program. They will be ready to assist you with any questions, concerns, or challenges you may encounter, ensuring that you have the guidance and support needed to achieve your goals.

## Student Testimonials

*Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat.*

**Student 1**



*Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat.*

**Student 2**



*Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat.*

**Student 3**



*Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed diam nonummy nibh euismod tincidunt ut laoreet dolore magna aliquam erat volutpat.*

**Student 4**





## 03 – WHAT TO EXPECT

### PROGRAM DETAILS

#### Program Format

Our Medical Assistant Certification program is 24 weeks long. Classes focus on hands-on labs, which take place in an actual medical office.

The course includes weekly online learning which includes reading, interactive online assignments, and instructional videos. Courses also include reflection questions and weekly quizzes to test how well you retain each lesson.

The course includes a mandatory 80-hour externship to reinforce hands-on learning. We also encourage students to pursue additional volunteer externship hours whenever possible, as many medical offices require or prefer extensive hands-on experience.

## Program Outcomes

Upon completing the program, students will receive a Certificate of Completion and will graduate with the knowledge, skills, and experience needed to begin successful careers as Medical Assistants.

We also provide certification in Basic Life Support (BLS). Dental Assistants are certified through the American Heart Association. A hands-on CPR course is included in your tuition and in-class schedule.

Upon completing the course and passing the national exam through the National Healthcareer Association (**NHA**), students are able to become Certified Clinical Medical Assistants (CCMAs).\*

\*The school does not guarantee employment to students or graduates and does not guarantee CCMA certification.\*



## Curriculum Breakdown

During the course of the program, students will learn everything they need to know to become successful Medical Assistants, including the following:

### **MA 101: Introduction to Medical Assisting, Infection Control, and Vital Signs; Patient Intake**

This subject provides an introduction to essential skills in clinical and administrative medical assisting. Students will demonstrate theoretical and practical applications of navigating healthcare environments, performing aseptic hand washing, recording vital signs, practicing proper infection control, and establishing patient records. Additionally, students will explore the foundations of anatomy, physiology, and medical terminology, applying this knowledge to enhance their clinical communication skills.

#### **Performance Objectives**

- Identify the roles and responsibilities of a Medical Assistant.
- Describe the normal range and significance of vital signs: temperature, pulse, respiration, blood pressure, and pain assessment.
- Outline the steps of the patient intake process.
- Apply personal protective equipment (PPE) appropriately.
- Demonstrate proper use of equipment for vital sign measurement.
- Conduct patient interviews to obtain medical history and reason for visit.

#### **Week 1 Lab**

- Office Tour
- Aseptic Hand Washing
- Vital Signs
- Cleaning the Exam Room
- Create a Patient Record
- Document Medical History

#### **Week 1 Online Learning**

- Infection Control
- Organization of the Human Body
- Medical Terminology (MT): Concepts, Suffixes, and Prefixes
- Healthcare Systems and Settings

## ***Week 2 Online Learning***

- Clinical Communication
- Vital Signs and Body Measurement
- Chemistry, Matter, & Life
- Cells and Their Functions
- Body Structures and Organ Systems
- Infection Control

### **MA 102: Basic Pharmacology, Introduction to Injections, and the Integumentary System; Scheduling and Monitoring Patient Appointments**

This subject introduces students to the principles of basic pharmacology, where they will identify the classification of common medications, their uses, potential side effects, and methods for calculating dosages. Students will apply this knowledge in practical scenarios, demonstrating how to prepare and administer oral and injectable medications with an emphasis on safety and accuracy. They will connect the anatomy, physiology, and medical terminology of the integumentary system to understand the impact of specific diseases and conditions.

Additionally, the subject equips students with practical skills for managing patient care, including scheduling and monitoring patient appointments and accurately documenting patient visits.

#### **Performance Objectives**

- Identify common medication classifications, uses, and potential side effects.
- Distinguish between different types of skin cancer and the relationship with sunlight exposure.
- Recognize and use common pharmacological abbreviations in written or electronic communications.
- Demonstrate the preparation and administration of oral and injectable medications, prioritizing safety and accuracy.
- Carry out lab simulations for pharmacology, including the preparation and administration of intradermal, subcutaneous, and intramuscular medications.
- Conduct vital signs measurement and accurately document patient vitals and reason for visit.

#### ***Week 3 Lab***

- Vital Signs
- Introduction to Injections
- Palpating Veins and Applying Tourniquets
- Appointment Scheduling
- Document Patient Vitals and Reason for Visit

### **Week 3 Online Learning**

- Pharmacology
- Tissues, Glands, and Membranes
- Body Systems: Integumentary (MT)

### **Week 4 Online Learning**

- Integumentary System Anatomy and Physiology (A&P)
- Disease and Disease Producing Organisms
- EKG Introduction

### **MA 103: Cardiovascular Procedures, the Cardiovascular System, Pathophysiology, and Immunity; Clinical Communication**

This subject introduces students to the complexities of the cardiovascular system, focusing on its essential components, the implications of hereditary diseases, and the role of immunity. Students will learn about the heart's structure, function, and associated pathophysiology, as well as gain insights into the human responses to infection and the critical role of the immune system. Furthermore, students will explore microbiology and the pathophysiology of diseases. Practical application of this knowledge will be achieved through the introduction of performing a 12-lead electrocardiogram. Additionally, students will enhance their communication and customer service skills in a clinical context.

### **Performance Objectives**

- Identify the principal components of the heart, their functions, and understand the pathophysiology of heart diseases.
- Differentiate between natural and artificially acquired immunity, active and passive forms of immunity.
- Define and interpret medical terms pertaining to the cardiovascular and lymphatic systems.
- Perform a 12-lead electrocardiogram, prepare the patient, and obtain the tracing.
- Administer IM injection at the deltoid and dorsogluteal sites.
- Respond to common defense mechanisms and engage in crucial conversations with patients, caregivers, and providers.

### **Week 5 Lab**

- Vital Signs
- Introduction to EKG
- IM Injection - Deltoid and Dorsogluteal
- Telephone Technique
- Document Patient Vitals and Reason for Visit

### ***Week 5 Online Learning***

- Cardiac Procedures
- Heredity and Hereditary Diseases
- Body Systems: Cardiovascular and Lymphatic MT
- Microbiology
- Pathophysiology and Disease Process

### ***Week 6 Online Learning***

- Clinical Communication
- The Heart and Heart Disease
- Immunity
- Disease and Treatment MT
- Communication and Customer Service

### **MA 104: Basic Life Support for Healthcare Providers Certification, Minor Office Surgery, and the Digestive System and Nutrition; Medical Record Management**

In this subject, students will complete the requirements as outlined by the American Heart Association to attain a Basic Life Support Provider certification card. Students will also learn how to perform minor surgical task processes, including sterile procedure preparation, sterile dressing change, and staple and suture removal. Students will explore the anatomy and physiology in addition to the medical terminology relating to the digestive system, aiding effective communication in a health-care setting. Additionally, students will learn the fundamentals of medical record management, demonstrating the importance of accurate documentation and secure storage in ensuring efficient patient care and compliance with healthcare regulations.

### **Performance Objectives**

- Identify the steps of the Basic Life Support assessment sequence.
- Explain the importance of early use of an AED and the principles of its operation.
- Describe the structure and function of the digestive system.
- Administer high-quality chest compressions.
- Prepare a patient for minor surgical procedures.
- Apply nutritional concepts to advise patients on basic dietary needs.

### ***Week 7 Lab***

- Basic Life Support for Healthcare Providers Certification

## ***Week 7 Online Learning***

- Minor Surgical Tasks
- Digestive System
- Nutrition

## **MA105: The Sensory System and The Special Senses, Clinical Laboratory Testing; Medical Law & Ethics**

In this subject, students will delve into the sensory system, focusing on the anatomy and physiology of the eyes and ears, their functions, and relevant medical terminology. Through hands-on and simulation walk-throughs they will perform visual acuity testing, eye and ear irrigation, and various clinical tests, such as rapid strep and fecal occult blood tests. Additionally, they will learn about various clinical laboratory testing procedures to enhance their understanding of specimen collection, handling, processing, and storage for diagnostic purposes. Lastly, students will explore the fundamentals of medical law and ethics, learning how to comply with legal requirements, protect patient privacy, adhere to professional codes of ethics, and handle sensitive documents.

### **Performance Objectives**

- Identify, compare, and contrast all of the special and general sensory receptors and their functions.
- Describe the principal parts of the structures of the eye and of the ear and their functions.
- Understand the roles of sensory adaptation and pain, and how to mitigate pain.
- Perform the steps of a venipuncture and determine the venipuncture method to be used.
- Obtain, review, and comply with medical directives.
- Provide, collect, and store Medical Order for Life Sustaining Treatment (MOLST) forms.

## ***Week 8 Online Learning***

- Ear and Eye Procedures
- Sensory System
- Testing and Laboratory Procedures

## ***Week 9 Lab***

- Vital Signs
- Vision Screening
- Ear Irrigation
- Rapid Strep / Rapid Flu
- Document Patient Vitals and Reason for Visit

## ***Week 9 Online Learning***

- Laboratory Tests
- Medical Law and Ethics

## **MA 106: Phlebotomy, Hematology, and the Lymphatic System; Insurance Fundamentals and Medical Coding**

In this subject, students will acquire key skills in phlebotomy, learning essential techniques for blood collection and processing. This subject provides instruction and practical hands-on training in all phases of phlebotomy to include various venipuncture methods, capillary puncture techniques, and the essentials of postprocedural care. Students will learn the complexities of the lymphatic system, blood vessels, and blood circulation, including blood pathologies and the basics of blood transfusion. This will be applied to an exploration of hematologic, blood chemistry, and serologic testing, providing a comprehensive overview of blood analysis. Additionally, students will learn about the financial aspects of healthcare through a study of insurance fundamentals and medical coding, enhancing their ability to navigate the economic landscape of healthcare delivery.

### **Performance Objectives**

- Identify and describe the main components of whole blood, including the erythrocytes, leukocytes, and platelets.
- Explain the concepts of blood grouping, transfusion reactions, and Rh compatibility.
- Describe the pulmonary and systemic circulatory systems and their components, including the major veins, arteries, sinuses, and portal systems.
- Obtain a blood specimen from the hand by winged infusion set with the evacuated tube system.
- Comply with appropriate postprocedural care, including bandaging procedures.
- Develop a patient-centered approach to phlebotomy and hematologic procedures, ensuring patient comfort and reducing anxiety.

### **Week 10 Online Learning**

- Phlebotomy and Related Testing
- Blood, Blood Vessels, and Circulation
- Immunity

### **Week 11 Lab**

- Vital Signs
- Venipuncture - Vacutainer
- Venipuncture - Butterfly
- Finger Stick
- Document Patient Vitals and Reason for Visit

### **Week 11 Online Learning**

- Phlebotomy and Related Testing
- Lymphatic System and Lymphoid Tissue
- Extenship Readiness

## **MA 107: Pediatrics, Psychology, Neurology, and the Nervous System and Mental Health; Billing and Claims Processing**

In this subject, students will learn about the human nervous system, including the functions of the brain, spinal cord, and nerves. They will learn about common disorders affecting the nervous system and methods for evaluating brain function. This knowledge will be applied within the contexts of pediatrics, psychology, and neurology. Students will learn about the stages of psychosocial development and the hierarchy of needs and apply that to pediatric care simulations. They will demonstrate the process for infant immunizations and measure infant body metrics, which will foster their understanding of growth and development in children. Students will identify medical terminology associated with the nervous system and mental health to be able to speak to it in a medical setting. Lastly, they will learn the basics of billing and claims processing in healthcare, emphasizing the importance of accurate billing and reimbursement procedures in a medical office setting.

### **Performance Objectives**

- Identify the organization and components of the human nervous system, including the spinal cord, neurons, nerves, glial cells, myelin, and neurotransmitters.
- Describe the process and role of the Medical Assistant in facilitating a mental-health screening, including proper documentation and communication for accurate billing and claims processing.
- Discuss environmental and socioeconomic stressors that can lead to depression and other psychological impairments.
- Measure vital signs, including pediatric vital signs.
- Administer intradermal injection (TB), subcutaneous injection, and venipuncture with a butterfly needle.
- Document patient vitals and reason for the visit, ensuring accuracy for record keeping and billing.

### **Week 12 Online Learning**

- Pediatric Procedures
- Nervous System and Mental Health MT
- The Spinal Cord and Spinal Nerves

### **Week 13 Lab**

- Vital Signs
- Pediatric Vital Signs
- Intradermal Injection (TB)
- Subcutaneous Injection
- Venipuncture
- Document Patient Vitals and Reason for Visit

### **Week 13 Online Learning**

- The Brain and Cranial Nerves
- Psychology

## **MA108: Urinary System and Analysis, Body Fluids, and Advanced Infection Control; Patient Care Coordination**

In this subject, students will learn the urinary system's function and disorders, identifying its critical role in maintaining the body's balance. They will apply this knowledge in lab simulations, conducting urinalysis. Students will learn medical terminology related to the urinary system, enhancing their communication skills within a healthcare context. Additionally students will further expand upon their infection control skills by demonstrating instrument sterilization procedures. Lastly, the course will expose students to patient care coordination, and they will describe the vital role of Medical Assistants in team-based healthcare delivery and identify processes for facilitating patient compliance.

### **Performance Objectives**

- Describe the functions and roles of the urinary system, including its importance in maintaining the body's balance.
- Name and describe the major organs of the urinary system, including the kidneys, ureters, urinary bladder, and urethra.
- Explain the importance of water as a solvent, a transport medium, and a participant in metabolic reactions.
- Conduct urinalysis, obtaining a clean catch midstream urine specimen, and perform physical and chemical analysis of urine with chemical reagent strips.
- Perform instrument sanitization and sterilization using an autoclave as part of effective infection control.
- Demonstrate proficiency in performing venipuncture.

### **Week 14 Online Learning**

- Infection Control
- Urinary System
- CCMA Baseline Practice Exam

### **Week 15 Lab**

- Vital Signs
- Intramuscular Injection
- Urinalysis
- Autoclave
- Venipuncture
- Document Patient Vitals and Reason for Visit

### **Week 15 Online Learning**

- Urine Collection and Analysis
- Body Fluids
- Patient Care Coordination and Education



## **MA 109: Respiratory System and Procedures; Medical Office Management**

This subject focuses on the respiratory system, providing students with an understanding of its anatomy, physiology, and associated medical terminology. The course also introduces students to essential respiratory procedures, preparing them to conduct pulmonary function tests and administer nebulizer treatments. Emphasizing practical application, students will perform these procedures in simulated lab scenarios. In addition, recognizing the necessity of efficient healthcare operations, this subject covers the essentials of medical office management. Through a front office walkthrough lab, students will simulate the daily operations of a medical office, applying skills such as scheduling appointments, maintaining patient records, and managing office workflows.

### **Performance Objectives**

- Identify and describe the structures and functions of the respiratory system, including inhalation and exhalation, and the processes of internal and external gas exchange.
- Explain the roles of the diaphragm and phrenic nerve in the mechanism of breathing.
- Describe how oxygen and carbon dioxide are carried in the blood and regulated in the brain stem.
- Accurately measure and record patient vital signs, including the reason for the visit.
- Prepare and administer a nebulizer treatment safely and effectively.
- Conduct an EKG and interpret the results accurately.

### **Week 16 Online Learning**

- Respiratory Procedures
- Respiratory System

### **Week 17 Lab**

- Vital Signs
- Preparing & Administering Nebulizer Treatment
- EKG
- Intramuscular Injection
- Document Patient Vitals and Reason for Visit
- Front Office Walkthrough

### **Week 17 Online Learning**

- Medical Office Management
- Career Readiness

## **MA 110: Obstetrics and Gynecology, Reproductive Systems, and Endocrinology**

In this subject, students will explore obstetrics, gynecology, reproductive systems, and endocrinology. They will examine the anatomy, physiology, and medical terminology associated with the endocrine and reproductive systems, identifying the function of glands, hormones, and reproductive organs. Students will apply this knowledge in practical and simulated settings, preparing for procedures like pap smears, performing urine HCG tests, and instructing patients on breast self-exams. They will also examine the processes of fetal development and childbirth.

### **Performance Objectives**

- Identify the structure and function of glands, hormones, and reproductive organs within the endocrine and reproductive systems.
- Explain the roles of glands and hormones in the endocrine system, including their pathologies and medical uses in combating diseases.
- Understand the anatomy and physiology of the male and female reproductive tracts, with a focus on the functions of the gonads, the production of sex cells and hormones, and the role of the hypothalamus and pituitary.
- Demonstrate competence in taking and recording vital signs accurately.
- Show ability to correctly set up a sterile tray for clinical procedures.
- Perform pap smears efficiently and accurately.
- Execute the procedure for a urine HCG test, interpreting the results correctly.

### **Week 18 Online Learning**

- OB/GYN Procedures
- Endocrine System: Glands and Hormones

### **Week 19 Lab**

- Vital Signs
- Sterile Tray Setup
- Pap Setup
- Urine HCG
- Document Patient Vitals and Reason for Visit
- Mock Interview

### **Week 19 Online Learning**

- Laboratory Tests (HCG)
- Male and Female Reproductive Systems
- Development and Birth

## **MA III: Orthopedic Medicine, the Skeletal System, and Muscular System**

In this subject, students will learn about orthopedic medicine, the skeletal system, and the muscular system. They will identify key components of the anatomy, physiology, and medical terminology related to these systems, exploring the structure, function, and common diseases affecting bones and muscles. Through practical labs, they will review crucial skills in administering various types of injections and document patient vitals accurately. Students will connect their knowledge of the skeletal and muscular systems with real-world clinical practices, understanding how these systems function individually and in coordination to produce movement. They will analyze the role of exercise in maintaining muscle health and the impact of aging on bones and joints.

### **Performance Objectives**

- Identify the main components of the skeletal and muscular systems, recognizing their role in body movement.
- Understand the anatomy and physiology of bones and muscles, including their structure, function, and the effects of aging.
- Analyze the role of exercise in maintaining muscle health and the impact of aging on bones and joints.
- Identify the origin and impact of common bone and muscle diseases and disorders, including methods of repair and prevention.
- Demonstrate proficiency in accurately taking and documenting patient vitals.
- Execute an intramuscular injection correctly, demonstrating safety and precision.
- Administer an intradermal injection (such as a TB test) safely and accurately.

### **Week 20 Online Learning**

- Skeletal System
- Practice CCMA Test

### **Week 21 Lab**

- Vital Signs
- Intramuscular Injection
- Intradermal Injection (TB)
- Subcutaneous Injection
- Venipuncture
- Document Patient Vitals and Reason for Visit

### **Week 21 Online Learning**

- Muscular System

## **MA 112: CCMA Preparation and Career Readiness, Practical Skills Assessment, Medical Assisting Certification Examination**

In this course, students will thoroughly prepare for their careers as Medical Assistants. They will refine and submit their resumes, engage in job searches, and prepare for interviews. To reinforce their understanding, students will take a final practice exam and follow a personalized review path based on detailed analytics to study for the CCMA examination. Additionally, they will undergo assessments of soft skills, such as communication, problem-solving, and adaptability, along with a practical lab skills test. The course concludes with the CCMA exam, taken either at a PSI testing location or via live remote proctoring in week 24, following NHA regulations. Students choosing remote proctoring must have a computer with a working camera.

### **Performance Objectives**

- Understand the requirements and standards of the Certified Clinical Medical Assistant (CCMA) examination.
- Develop a comprehensive understanding of the role and responsibilities of a Medical Assistant.
- Utilize personalized results analytics to identify areas of strength and areas for improvement, guiding final exam preparation.
- Engage in active job searches, using strategies that are effective in the healthcare field.
- Prepare for and perform well in job interviews, demonstrating professionalism, knowledge, and interpersonal skills.
- Exhibit competence in a range of practical lab skills required for the Medical Assistant role during the final lab day assessment.

### **Week 22 Online Learning**

- Practice CCMA Test 3

### **Week 23 Lab**

- Practical Lab Skills Assessment

### **Week 23 Online Learning**

- CCMA Practice Test Analytics Targeted Review
- Soft Skills Assessment

### **Week 24 Online Learning**

- CCMA Exam

## **MA 2100: Medical Assistant Externship**

The externship portion of the course represents a vital opportunity for students to immerse themselves in a real-world medical office setting. Under the guidance of seasoned professionals, students will observe and participate in the day-to-day operations of a healthcare facility. This hands-on experience will bridge the gap between theoretical knowledge and practical application, enabling students to put into practice the skills they have learned throughout the course. They will gain invaluable exposure to patient care, medical office administration, and collaborative healthcare delivery, all while fostering professional relationships within the field. The externship not only reinforces and expands their skillset, but also provides a window into the dynamics and demands of their future careers as Certified Clinical Medical Assistants.

### **Performance Objectives**

- Understand the operations and dynamics of a real-world healthcare facility.
- Analyze and learn from the methods of seasoned medical professionals in patient care, medical office administration, and collaborative healthcare delivery.
- Interpret the practical implications of the theoretical knowledge learned during the course.
- Develop a greater comprehension of the roles and responsibilities of a Certified Clinical Medical Assistant in a live healthcare setting.
- Effectively apply the skills and knowledge learned throughout the course in a real-world healthcare setting.
- Navigate the demands and dynamics of a healthcare facility, showcasing adaptability and problem-solving skills.

### **Final Grading**

The externship is graded on a Pass or Fail basis, determined on the satisfactory completion of a minimum of 80 hours. Upon completion of the required hours, students are evaluated on their clinical, administrative, and professionalism skills by the cooperating medical office. Students must Pass their externship in the allotted time frame to graduate from the program.



## 04 – FINANCIAL INVESTMENT

### ZERO STUDENT LOAN DEBT

#### **Get the job. Not the debt.**

We believe that investing in your education should not come with a heavy financial burden. That's why we offer affordable tuition options that allow you to pursue your dream career without accruing student loan debt. Our goal is to provide you with the skills, training, and credentials needed to enter the local workforce and make a meaningful impact in the healthcare industry.

Each student is invited to choose the payment plan that best accommodates your needs.



## 05 – NEXT STEPS

### ADMISSION REQUIREMENTS

Here are the requirements for admission:

- **Age:** Students must be at least 17 years of age. Applicants under the age of 18 must submit written permission from a parent or legal guardian to enroll.)
- **Education:** Students must present proof of secondary education – a high school diploma or transcript, or high school equivalency).
- **Identification:** Students must submit a valid driver’s license, state ID, or passport as proof of identification.
- **Immunization:** Students must provide a copy of shot records, or sign a Vaccination Declination Waiver.

Shot records must include:

- **Hepatitis B**
- **Tetanus-Diphtheria-Pertussis (TDP)**
- **Measles, Mumps, and Rubella (MMR)**
- **Varicella**

## VIRTUAL EVENTS

Want to learn more about us? Visit our website for a list of upcoming virtual and in-person events.

## APPLICATION

Ready to begin your career as a Medical Assistant in Texas? Apply today to get started.

**Start My Application**

## CONTACT INFORMATION

For additional questions about our Medical Assistant program, please contact us at:

**Austin Medical Assistant School**

Call or text us: **(512) 277-6538**

Email us: **[info@austinmedicalassistantschool.com](mailto:info@austinmedicalassistantschool.com)**