



**Associates of Science Degree**  
**MEDICAL ASSISTING**  
*Program Admission and Advising*

**Fall Admission Only**  
**Priority Application**  
**Period:**  
**Dec 1 – March 1**  
**Best Qualified,**  
**First Accepted**



**1. Attend Mandatory Information Session**  
within one year of submitting your application

Schedules available online on the [MEDA program webpage](#) in the "Forms & Documents" section.

**2. Seek Advising**

Virtual drop-in appointments by phone or Zoom. Sign-in through the Health Science Express Kiosk.

[Click here](#) for Health Science Kiosk link

[Virtual Advising](#)

Office Hours (No appointment needed)

**Monday through Thursday**  
9:00-11:30am & 1:00-3:00pm

[Phone/Email:](#)

808-734-9224 / [hlthsci@hawaii.edu](mailto:hlthsci@hawaii.edu)

**3. Apply to Program by posted deadline.**

Applications must be submitted via email through UH File Drop, <https://www.hawaii.edu/filedrop/>

**4. Contact the Health Careers Counseling**

Center for advising if the priority application period has passed.

This program qualifies for Federal Financial Aid (FAFSA).

**Health Careers Counseling Center**

Kapi'olani Community College  
4303 Diamond Head Road Kaula106  
Honolulu, HI 96816

Phone: 808-734-9224

Fax: 808-734-9126

E-mail: [hlthsci@hawaii.edu](mailto:hlthsci@hawaii.edu)

Health Science Express Kiosk:

<https://www.star.hawaii.edu/virtual-kiosk/app.jsp#!/kiosk?unit=433>

**Qualification for Program Entry & Selection Criteria**

Acceptance into the Medical Assisting program is on a best-qualified, first-accepted rating system for (1) *qualification* for ENG 100; (2) *qualification* score of 250+ in the Arithmetic Accuplacer domain or higher domain (within the last two years); (3) grades of completed program support courses; (4) typing test score; and (5) volunteer or work experience.

Applications are located online in [the Medical Assisting Program "Forms & Documents"](#) located on the KCC website. Selection is based on total qualifying scores in rank order from the highest until admission quota is reached. Students must complete all qualifying requirements by the application deadline.

Students on probation, suspension or having a GPA below 2.0 at KCC are not eligible to apply. Priority selection is given to Hawai'i State residents; nonresidents will be considered after all qualified residents have been accommodated per [Board of Regents Policy 5.211](#). A grade of "C" or higher must be maintained in all program requirements to continue in the programs. Transfer credit from accredited institutions requires KCC Department and registrar approval.

**Courses that may be taken prior to program entry:**

These courses are not required for program admission, but may be taken to complete AS Degree requirements

A.S. Degree General Education Requirements (Not required for program admission)	Course Alpha	Sem/Yr Completed	Institution	Grade
ENG 100 Composition 1 (3cr)				
MATH 100 Survey of Mathematics (3cr) or higher*				
PHYL 141 Human Anatomy & Physiology I (3 cr)				
PHYL 141L Human Anatomy & Phys Lab I (1 cr)				
HDFS 230 Human Development (3 cr)				
AS Arts & Humanities Course (3cr) (see list on back of this page)				

KCC Medical Assisting Program: <http://www.kapiolani.hawaii.edu/academics/programs-of-study/medical-assisting-program/>

UHCC Class Availability Website: <https://www.sis.hawaii.edu/uhdad/avail.classes>

**Sample "My Plan" for First Year Experience (FYE) Students & Students Awaiting the Program Application Period**

**Fall Semester (9 credits)**

- ENG 100 (3 cr)
- \*MATH 100 (3 cr)
- AS/AH Humanities (3 cr)

**Spring Semester (7 credits)**

- HDFS 230 (3 cr)
- PHYL 141 (3 cr) & PHYL 141L (1 cr)

\*Students who do not qualify for MATH 100 or higher on the Accuplacer placement exam will need to take appropriate courses until Math 100 is reached. This may delay the course progression. Students are advised to meet with a counselor to discuss math placement and scheduling options.

This is not a typical freshman schedule. Please verify individual schedules with a Health Sciences Counselor during or after the FYE New Student Orientation (NSO).

**ARTS & HUMANITIES (AH) courses for KCC AS degree (KCC AS/AH)**

AMST 201  
 ART 101, 107D, 159, 175, 176, 189  
 ASAN 100 (AH or SS but not both), 201, 202  
 DNCE 150  
 EALL 261, 262, 271, 272  
 ENG 270 (any alpha), 271 (any alpha), 272 (any alpha), 273 (any alpha)  
 HIST 151, 152, 231, 232, 241, 242, 281, 282, 284, 288  
 HUM 269 (any alpha), 295 (any alpha)  
 HWST 100, 107, 110, 207, 222, 257, 282

IS 109, 161  
 LING 102  
 MUS 106, 107, 108, 170, 229  
 PACS 257  
 PHIL 100, 102, 103, 213, 250  
 REL 149, 150, 205  
 SP 251  
 THEA 101, 221  
 WS 149

**Program Cost Estimate**

	Associates of Science Degree Medical Assisting					
	Certificate of Achievement			Associate of Science		
	FALL Semester	SPRING Semester	SUMMER Semester	Second FALL Semester	Second SPRING Semester	Second SUMMER Semester
<b>Tuition* Resident:</b>	Resident 13 x \$131.00= \$1,703.00	Resident 14 x \$131.00= \$1,834.00	Resident 6 x \$131.00= \$786.00	Resident 16 x \$131= \$2,096	Resident 17 x \$131= \$2,227	Resident 6 x \$131= \$786
<b>Non-Resident:</b>	Non- Resident 13 x \$345.00 = \$4,485.00	Non- Resident 14 x \$345.00 = \$4,830.00	Non- Resident 6 x \$345.00= \$2,070.00	Non- Resident 16 x \$345 = \$5,520	Non- Resident 17 x \$345 = \$5,865	Non- Resident 6 x \$345 = \$2,070
<b>KCC student activity, publication fees**, &amp; Graduation fees</b>	\$70	\$70	\$30 \$15	\$70	\$70	\$30 \$15
<b>Conference &amp; Workshops</b>	\$125 (HOSA – Membership & Conference Fee)	-	-	-	-	-
<b>Professional Fees</b>	\$200	\$200	\$200	\$200	\$200	\$200
<b>Liability Insurance</b>	\$15	-	-	\$15	-	-
<b>Uniform &amp; Equipment</b>	\$200	\$200	\$100	-	-	-
<b>Textbooks***</b>	\$479	\$479	\$100	\$479	\$479	\$100
<b>Total for semester</b>	Resident \$2,792  Non-Resident \$5,574	Resident \$2,783  Non-Resident \$5,760	Resident \$1,231  Non-Resident \$2,515	Resident \$2,860  Non-Resident \$6,265	Resident \$2,976  Non-Resident \$6,595	Resident \$1,131  Non-Resident \$2,415
<b>Total Cost Per Program</b>	<b>Total For C.A. Program:</b> Resident <b>\$6,806.00</b> Non-Resident <b>\$13,849.00</b>			<b>Total For A.S. Program:</b> Resident <b>\$13,773.00</b> Non-Resident <b>\$29,124.00</b>		

\*Tuition is based on the projected 2020-2022 school years. Tuition schedules are provided here for convenience and do not constitute an official declaration of University of Hawai'i tuition information. For official tuition schedules please refer to the [Executive Policy E6.201](#). In addition, tuition expenses are based on maximum credits – individual student total could be less if support courses are completed or more if minimum levels of Math and English are not yet met.

\*\*All fees listed above are estimated and maybe subject to change by the University.

\*\*\*Textbook costs may vary depending on the semester and courses enrolled. Possible additional costs include First Aid/CPR, HOSA, Tifers.

This is an estimate of the cost for the KCC MEDA Program based on the information obtained from the KCC Website and Program Director. Changes may occur in the next two years that could affect this estimate. Changes may occur without notice.

This program qualifies for Federal Financial Aid (FAFSA). Financial Aid links: [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and <http://www.kapiolani.hawaii.edu/admissions/financial-aid>