

HEALTH INFORMATION MANAGEMENT TECHNOLOGY PROGRAM ADMISSION REQUIREMENTS

Health Information Technology (AAS), Coding (Diploma), Healthcare Informatics (Diploma)

HIMC ADMISSION REQUIREMENTS

- High School diploma or GED.
- Cumulative GPA 2.0 or above.
- Demonstrated college level reading skills required or proof of completion of ENGL 1117 (or transfer equivalent) via college transcript or DARS. Please call Enrollment Services at (507) 285-7219 for further information on academic assessments.
- Note: the HIMC programs are delivered online. Therefore, as a prerequisite you are required to complete the RCTC Success Tips located at <https://www.rctc.edu/online/> (this confirms readiness for online learning).
 - [Online and Distance Learning Advisor](#)
 - [Am I Ready for Distance Education?](#)
 - [Online Learning Styles](#)
 - [Online Learning Benefits and Challenges](#)
 - [Is RCTC Online Right for Me?](#)
 - [Introduction to Online Learning](#)
 - [Getting Tech-Ready](#)
 - [Organizing for Online Success](#)
 - [Study Skills and Time Management](#)
 - [Communication Skills for Online Learning](#)
 - [Online Reading Strategies](#)
- The Microsoft Office software is required for this program. To obtain Microsoft Software, please visit: <https://www.rctc.edu/services/technology/software/>

Application to the HIMC Programs is a Two-Step Process:

1. Apply and meet Rochester Community and Technical College admission requirements including submitting official high school and college transcripts (if any) for evaluation.
2. Log into RCTC eServices (<https://www.rctc.edu/eservices/>) and verify major, address, and email are correct.
3. Complete and submit an HIMC Program Application (<https://www.rctc.edu/program/hit/admission/>)
4. Students must have Accuplacer scores before applying to the program or proof of completion of ENGL 1117 (or transfer equivalent) via college transcript or DARS.
5. Students will be notified of admission status via email.

HIMC Program Student Requirements:

- Students must complete the RCTC Desire2Learn (D2L) Brightspace tutorial prior to starting the first course. This tutorial is free.
- All HIMC prefix courses must be completed within five years.
- Program courses (general education and professionally related) must be completed with a minimum of 2.0 GPA.
- Courses cannot be repeated more than twice.
- A national criminal background study must be in good standing for the HIMC 2870 Capstone Experience.
- Some students may need to complete site-specific requirements for the HIMC 2870 Capstone Experience. These may include completion of the following: health forms; physical exam; drug test; immunization(s) (e.g. hepatitis); annual Mantoux (TB screening); health documentation. The college will not cover any costs associated with the aforementioned site-specific requirements.

The RCTC HIT program is accredited by the Commission on Accreditation for Health Informatics and Information Management Education ([CAHIIM](#)) in association with the American Health Information Management Association ([AHIMA](#)).