



## Associate of Science in Health Information Technology

### Application for Admission

#### Overview

The Associate of Science in Health Information Technology (HIT) program is considered a limited access program. A separate application is required for consideration for admission into the program. Specific courses must be completed or in progress at the time of application. Applications for admission into the program are to be submitted no later than May 1 each year. HIT program course work begins in the fall term of each academic year.

#### Application Process

Students applying to the HIT program are required to complete the following:

1. HIT Program Application
  - Complete information as requested on application
2. Receipt for \$15.00 application fee
  - Paid to Cashier's Office in Taeni Hall
  - Attach copy of receipt to HIT Program Application
3. **Unofficial** copies of transcripts from all other colleges attended attached to HIT Program Application form for evaluation.
  - NOTE: It is the applicant's responsibility to obtain and attach this information.
4. Program Application Essay

**Submit HIT Application, copy of receipt, copies of transcripts, and program application essay no later than May 1 to:**

Florida SouthWestern State College HIT Program  
Walker Hall A-112  
8099 College Parkway  
Fort Myers, Florida 33919

**Incomplete Applications Will NOT Be Considered.**

Upon receipt of a completed HIT program application packet, students will be notified of the program admission decision by May 15.

#### Provisional Status

Students that have been provisionally approved for admission into the program will then be required to complete the following items with results available to the program by **June 15**.

- Health Report Form showing proof of required immunizations
- 10 Panel Drug Screen
- Criminal Background Check
- CPR Basic Life Support Certification – American Heart Association or American Red Cross

**Please note that failure to submit this required information by the June 15 deadline will result in your application being denied.**



**APPLICATION FOR ADMISSION TO THE HEALTH INFORMATION TECHNOLOGY PROGRAM (HIT)**

**HIT Program Application Deadline: MAY 1**

Florida SouthWestern State College is an Equal Access Institution

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE NUMBERS HOME (\_\_\_\_) \_\_\_\_\_ CELL (\_\_\_\_) \_\_\_\_\_

WORK (\_\_\_\_) \_\_\_\_\_

CURRENT EMPLOYER: \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

Are you currently enrolled as an FSW student? yes \_\_\_ no \_\_\_ FSW ID # @ \_\_\_\_\_

- If not, have you applied for admission to the college? yes \_\_\_ no \_\_\_  
**(You must apply to FSW also)**

Have you ever been arrested? \_\_\_ NO \_\_\_ YES - Provide typed explanation.

Have you ever been convicted of a crime? \_\_\_ NO \_\_\_ Yes - Provide typed explanation.

- A student whose criminal background check shows negative findings may be excluded by healthcare facilities from clinical placement. Failure to complete courses that require clinical placement will result in the student being unable to complete the degree program.

**Please indicate the grades you received in the prerequisite coursework.**

(This will be verified with your transcript).

Prerequisites must be completed or in progress by the program **application deadline of May 1** to qualify for consideration for admission into the fall HIT program.

Course	Grade	School Where Completed
ENC1101 English Composition (3)		
HSC1531 Medical Terminology (3)		
HSA1100 Orientation to Healthcare (3)		
CGS1100 Computer Apps for Business (3)		
SPC1017 Fundamentals of Speech (3) OR SPC2023 Public Speaking (3)		
BSC1084C Anatomy & Physiology (4) OR BSC1093C AND BSC1094C		
PSY2012 General Psychology (3)		
HIM1430 Principles of Disease (2)		
MAC1105 College Algebra (3) OR STA2023 Statistical Methods I		
HUM Humanities Elective (3)***		

\*\*\* Please list the course name and number of the Humanities Elective course completed.

## **Program Application Essay Requirement**

Each applicant to the HIT Program at Florida SouthWestern State College is required to submit an essay with their application to the program.

This process provides a venue for the applicant to describe their interests, experiences, expectations and goals. Please note that strong written communication skills are a key factor to success in the HIM profession. Therefore, close attention to the correct use of grammar, paragraph formation, sentence structure, spelling and punctuation is expected.

The essay must be typed in 12 font size, double spaced, at least one page in length and include the following:

- Introduction
  - Who you are
- Interests
  - What you like to do
- Experiences
  - Work experiences – what and where
- How you learned about the A.S. in HIT Degree
- Why you think a degree in HIT is the right choice for you
- What you hope to learn and be able to do when you complete the degree
- Where you hope to work after graduation
- Conclusion
  - Why you should be considered for admission into the HIT program

