



SHORELINE COMMUNITY COLLEGE
APPLICATION for ADMISSION to the
Health Informatics and Information Management Program
2023-2024 Academic Year

SCC Student I.D.: _____
Required

Please Print

Name: _____
 Last Name First Name Initial Other Name(s) on Transcripts

E-mail: _____
 Daytime Phone No

Address: _____
 Street Apt No. Evening Phone No.

 City State Zip Code

I am applying for: (select all)
 A.A.A.S. Degree, Health Information Technology (HIT)
 Certificate of Proficiency, Comprehensive Coding & Revenue Integrity Specialist

I wish to attend school Full Time (12 or more credits per quarter) Part time (less than 12 credits per quarter)

I have completed high school as follows:
 (check one)
 1. Did not complete high school
 2. Still in high school
 3. High school graduate
 4. GED
 5. Alternative high school diploma

I have completed college as follows:
 (check one)
 1. Have not completed college
 2. Short-term training, private vocational school or other
 3. One-year certificate from a community college
 4. Associate degree
 5. Bachelor degree
 6. Master degree
 7. Doctorate or professional degree

How did you hear about the Shoreline HIIM programs?
 Referred by a friend or family member.
 Referred by another Shoreline HIIM student or graduate
 Referred by someone at work or a colleague
 Searched the CAHIIM online program directory
 Referred by a counselor or advisor
 Referred by a worker retraining program
 Other, please specify _____
 Referral Name & Email: _____

I certify that all statements on this application are complete and true. I also understand that if I am admitted and do not enroll for the term to which I am admitted, I will need to reapply for admission. No submitted materials will be returned and/or duplicated. I have enclosed the **\$20.00 non-refundable application fee** (check or money orders only please).

Signature _____ Date _____

Shoreline Community College provides equal opportunity in education and employment and does not discriminate on the basis of race, color, religion, national origin, gender, sexual orientation, age, marital status, or disability.



**Application HIIM Program
Education, Training and Experience**

(Failure to complete this section will result in your application being disqualified)

HIIM Applicant Name	
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PREVIOUS EDUCATION

Directions: List colleges/universities that you have attended and dates enrolled. Be sure to submit official transcripts and course descriptions of college coursework you wish to have evaluated for transfer to Shoreline Community College.

College/University	Dates Enrolled	Degree Earned	Major	Transcripts Enclosed?

Please list any relevant additional training or education you have had.

Please identify any healthcare experience and certifications you have.

HIIM Applicant Name	
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DIRECTIONS: Complete all items listed below - **SUBMIT ALL REQUESTED ITEMS IN A SINGLE PACKET.**
Do not staple items.

Check Check to confirm all items completed.

<input type="checkbox"/>	Completed application to Shoreline Community College to obtain a student ID number.
<input type="checkbox"/>	Viewed the online HIIM Program information.
<input type="checkbox"/>	Included non-refundable check or money order for \$20.00 made payable to Shoreline Community College
<input type="checkbox"/>	Completed pages 1-3 of HIIM Application
<input type="checkbox"/>	Included print outs of assessment score(s) for math and English, if needed.
<input type="checkbox"/>	Provided transcripts of <u>all</u> relevant college work completed at other colleges that you would like to be considered for transfer.
<input type="checkbox"/>	Provided unofficial transcript of all Shoreline Community College coursework
<input type="checkbox"/>	Provided copy of current quarter registration form, if currently attending Shoreline, to document courses to be taken prior to end of quarter
<input type="checkbox"/>	Included international transcript evaluation (if required)
<input type="checkbox"/>	Attached copies of resume and any certifications

I understand that:

_____ Not completing or submitting requested items will delay or disqualify my application to the HIIM Program.
 Initial

_____ HIT students must be available to accept facility placement for up to 2 continuous weeks (80 hours) for the HIIM Professional Practice Experience (PPE) course.
 Initial

_____ HIT students will be required to submit to and pay for immunizations, titers and health tests prior to the start of the HIIM 234 Professional Practice Experience (PPE) course.
 Initial

_____ HIT students will be required to apply, pay for and pass a criminal background check prior to visiting sites for the HIIM 234 Professional Practice Experience (PPE) course. Students who do not pass this check may have difficulty finding sites for their PPE. It is common practice for health care facilities to require criminal background checks for any potential employee prior to hire. Conversation between student and advisor is recommended.
 Initial

_____ HIT students who live more than 30 miles from Shoreline Community College will be required to identify and provide contact information for sites for the HIIM 234 PPE course. The HIIM program will generate the Affiliation contracts between the PPE site and the school and, assist wherever possible.
 Initial

Submit **one complete packet.**

Program Coordinator, Lyubov Braga
 SCC – HIIM Program
 Hope Division
 16101 Greenwood Avenue N
 Shoreline, WA 98133
 HIIM@shoreline.edu