

2026 General Education Worksheet

Name: _____ Student # A _____

Program Applying To: **Medical Assisting - Certificate**

GPA points are awarded when the course and grade has been Highlighted on applicant's transcript. If currently enrolled in a general education course Spring Semester, do not circle a grade/point as it is not complete. All unofficial transcripts must be uploaded with general courses below highlighted to be complete and considered. **Answer each row, add columns, and calculate totals. CLEP or AP Credit:** A copy of the official score report **must be uploaded**. AP Exam Score of 5 = A, 4 = B, 3 = C. CLEP will be awarded letter grade of "B".

General Education Courses <i>Students can apply to the program before completion of all general education courses.</i>	College Attended Please Abbreviate	Credit Hours	Choose Grade Earned
ENG 101 English Composition I		3	A=12 B=9 C=6
MAT 101 or HIT 110 Medical Terminology <i>(Circle the course you are declaring the best grade in)</i>		3	A=12 B=9 C=6
Math: Elective: MTH 116, MTH 100, MTH 110, MTH 112, MTH 113, MTH 120, MTH 125, MTH 126, MTH 227, MTH 237, MTH 238, MTH 265 <i>(Circle the course you are declaring the best grade in)</i>		3	A=12 B=9 C=6
ACT Composite Score: _____ (National, Residual, or Superscore; min. 17) Date of score: _____ <i>If no ACT score, date you plan to take it:</i> _____		Add credit hours completed: _____ Total HRS	Divide Total PTS by Total HRS _____ Total GPA (min. 2.0)
<div style="border: 2px solid black; padding: 10px; margin-bottom: 10px;"> <h3 style="margin: 0;">Do Not Round Totals</h3> <p style="margin: 5px 0;">Meeting minimal requirements does not guarantee acceptance.</p> </div>	Insert Total GPA from above. <i>If no college courses completed, insert High School GPA on Line 1 and complete Lines 2-4)</i>		_____ max 4.0
	Multiply line 1 Total by 9		_____ max 36
	Insert ACT composite score		_____ max 36
	Add line 2 and 3 for Total Score		_____ max 72.00