

**Mechanical Engineering Technology
Diplomas (D40320)**

Concepts of Mechanical Design Diploma (D40320-D1)

Major and Related Course Requirements

	Class	Lab	Hours Clinical	Work Exper.	Credits
DFT 121 Intro. to Geo. Dim. & Tol.	1	2	0	0	2
DFT 154 Intro Solid Modeling	2	3	0	0	3
EGR 120 Engineering and Design Graphics	2	2	0	0	3
EGR 125 Computer Apps. for Technicians	1	2	0	0	2
ISC 112 Industrial Safety	2	0	0	0	2
ISC 132 Mfg. Quality Control	2	0	0	0	2
ISC 212 Metrology	1	2	0	0	2
MEC 111 Machine Processes	1	4	0	0	3
MEC 161 Manufacturing Processes	3	0	0	0	3
MEC 265 Fluid Mechanics	2	2	0	0	3
PHY 131 Physics-Mechanics	3	2	0	0	4
					30

General Education Core Requirements

ENG 111 Expository Writing	3	0	0	0	3
MAT 121 Algebra/Trigonometry 1	2	2	0	0	3
Total Credit Hours					36

Concepts of Manufacturing Support Diploma (D40320-D2)

Major and Related Course Requirements

	Class	Lab	Hours Clinical	Work Exper.	Credits
ATR 112 Intro. to Automation	2	3	0	0	3
DFT 121 Intro. to Geo. Dim. & Tol.	1	2	0	0	2
EGR 120 Engineering and Design Graphics	2	2	0	0	3
EGR 125 Computer Apps for Technicians	1	2	0	0	2
ELC 111E Intro. to Electricity	2	2	0	0	2
ISC 112 Industrial Safety	2	0	0	0	2
ISC 132 Manufacturing Quality Control	2	3	0	0	3
ISC 211 Production Planning	2	2	0	0	3
ISC 212 Metrology	1	2	0	0	2
MEC 111 Machine Processes	1	4	0	0	3
MEC 161 Manufacturing Processes	3	0	0	0	3
MEC 265 Fluid Mechanics	2	2	0	0	3
PHY 131 Physics-Mechanics	3	2	0	0	4
					36

General Education Core Requirements

ENG 111 Expository Writing	3	0	0	0	3
MAT 121 Algebra/Trigonometry 1	2	2	0	0	3
Total Credit Hours					42

Medical Assisting (A45400)

The Medical Assisting curriculum prepares multi-skilled health care professionals qualified to perform administrative, clinical, and laboratory procedures.

Course work includes instruction in scheduling appointments, coding and processing insurance accounts, billing, collections, medical transcription, computer operations; assisting with examinations/treatments, performing routine laboratory procedures, electrocardiography, supervised medication administration; and ethical/legal issues associated with patient care.

Advanced credits can be awarded toward completion of requirements for an Associate of Applied Science Degree in Medical Assisting. Individuals desiring a career in Medical

Assisting should, if possible, take biology, mathematics, keyboarding, and computer courses prior to entering the program. Students are admitted to the Medical Assisting program Fall, Spring and Summer semesters.

Degree Awarded

A Degree in Medical Assisting is awarded by the college upon completion of the degree requirements.

Admissions

- Complete a CPCC application.
- Submit high school transcripts as well as any college transcripts (if applicable).
- Take required placement tests.
- Complete any required Developmental classes with a C or better.
- Present evidence of good physical and mental health.
- Many courses have prerequisites or corequisites; check the Course Descriptions section for details.
- The student must provide a certificate of health insurance and accident insurance during MED 112, MED 140, MED 150, MED 260, and MED 276.
- Students must demonstrate word processing proficiency including keying (typing) at an acceptable speed with accurate level and document formatting. Typing speed required is at least 30 wpm. If a student cannot demonstrate word processing proficiency, OST 131 is required.
- Students must demonstrate basic computer competencies through coursework or testing. The division director of Computer Office and Information Systems will determine equivalence and competencies. CIS 110 or CIS 111 is required if coursework is needed to demonstrate competencies.

Additional Information

Notes

- ACA 118 College Study Skills is highly recommended before or with entrance in the Medical Assisting program.
- Progression in this program is dependent on satisfying course prerequisites, corequisites, and maintaining a grade of C or better for all courses in the curriculum.
- Students must have current CPR Certification prior to the externship (MED 260).
- In addition to tuition, lab fees, and textbooks, this program has additional costs that include uniforms, lab coats, personal protective equipment, physical examination including immunizations and drug screening, and a CPCC Medical Assisting pin.
- In order to participate in clinical education experiences at health care facilities, students may be required to submit results of a NC state or national criminal background check at their own expense. As a condition of program admission, students may be required to verify that they are United States citizens or are otherwise legally authorized residents of the United States.

Contact Information

The Medical Assisting Program is in the Health Sciences Division. For more information, call 704.330.6483.

Major and Related Course Requirements

	Class	Lab	Hours Clinical	Work Exper.	Credits
MED 110 Orientation to Medical Assisting	1	0	0	0	1
MED 112 Orientation to Clinic Setting	0	0	3	0	1