

WISCONSIN INDIANHEAD TECHNICAL COLLEGE  
MEDICAL ASSISTANT  
STUDENT HANDBOOK

## **VERIFYING COURSE COMPETENCY TO RECEIVE CREDIT FOR PRIOR LEARNING**

There is no time limit on length of time a Medical Assistant (MA) student may be granted credit for prior learning (CFPL) for courses within the MA program curriculum. However, if a student has not taken WITC clinical or skills-based MA courses for two (2) or more semesters, or is a returning dismissed MA student, or if a student wants to transfer into the WITC MA program from another school, the student must demonstrate continued competency of the course content in which they are receiving CFPL. To assist the student to prepare for this exam, the student will be given the course outcome summary, including course competencies, performance standards, and learning objectives for all courses in which they will be testing.

### *Theory Courses*

MA courses that are considered theory classes include: Medical Terminology, Human Body in Health and Disease; Pharmacology; and Medical Law, Ethics, and Professionalism. Students may transfer in Medical Law, Ethics, and Professionalism and Medical Terminology without having to pass a competency test.

Prior courses or equivalents of Human Body in Health and Disease and Pharmacology will require that the student wishing to receive credit for prior learning pass a comprehensive written final exam at a score of at least 79.5% correct. If the student cannot meet the minimal passing score of 79.5%, the student will be required to retake the course in which the failing grade on the comprehensive exam was earned.

### *Clinical or Skills-Based Courses*

MA courses that are clinical or skills-based courses include Medical Assistant Administrative Procedures, Insurance and Finance, Medical Assistant Clinical Procedures 1 and 2, and Medical Assistant Lab Procedures 1 and 2.

If a student wishes to enter the program with CFPL for clinical or skills-based courses, the student must pass a comprehensive final exam at a score of at least 79.5% correct. In addition, the student must demonstrate competency during a “test off” session. The “test off” will be graded pass/fail and the student must pass the competency test off. If the student cannot meet the minimal passing score of 79.5% on the comprehensive exam and pass the competency test off, the student will be required to retake the course.