

Health Information Technology (HIT) Admission Requirements

Important Dates

Fall 2025 HIT Application Dates..... January 1, 2025– May 1, 2025

Check the program web site at <https://www.harpercollege.edu/academics/health/health-information-technology/admission.php> for updated information on the application status.

Questions can be directed to le@harpercollege.edu

Submit College Application and Fee

- Your first step is to apply to the College, if you have not previously applied.
- The College application and fee can be submitted online at: https://harpercollege.force.com/apply/TX_SiteLogin?startURL=%2Fapply%2FtargetX_Portal_PB or in person at the One Stop Center located in Building A, Room 250.

Submit the HIT Program Application

Eligibility to Submit the Health Information Technology Application:

- Your Harper College Application must already be on file
- Complete the online, on-demand HIT Program Overview Module **including quiz** at: <https://forms.gle/qF7w3YgBwWWydnTR9>.
- Quiz scores are valid only for the current application cycle. This quiz may be repeated once and the higher score of your two attempts will be counted. After completing the quiz, click on view score for quiz feedback.
- Please visit the following website for the HIT application: <https://www.harpercollege.edu/academics/health/health-information-technology/admission.php> (bullet point three, #3)

Additional Requirements

- Attendance at a live online information session is encouraged, but optional. To attend, sign up on this link: <https://www.harpercollege.edu/academics/health/health-information-technology/admission.php>
- You must have explored the AHIMA website: www.ahima.org

Submit Additional Documentation

Note: Official documents are those sent directly from the institution to Harper College.

- **Submit Official College Transcripts** – You will need to submit transcripts from other colleges for completion of admission requirement coursework. If coursework was completed at Harper, it is not necessary to submit transcripts.
- Requests can be made at the institution website or <https://www.studentclearinghouse.org/students/>.
- Foreign college transcripts must first be evaluated by World Education Services (wes.org) or Educational Credential Evaluators, INC (ece.org). A copy of the completed course-by-course WES or ECE evaluation must be submitted to the processing@harpercollege.edu.
- To learn if/how credits from other colleges will transfer to Harper, applicants must have an official transcript from each college or university attended sent to the Admissions Processing Office (processing@harpercollege.edu) upon being admitted to the College. Official transcripts will be evaluated after they have been received and students will be sent an email to their **Harper email account** with transfer credit information.
- Although not required for admissions into the program prior credit for BIO 135, CAS160, CIS143, and HSC 112 is considered “expired” if the course was taken more than 5 years prior to the term admitted into the HIT program. The course(s) will need to be repeated in the term specified for the cohort into which you are accepted.
- **Submit Additional Documentation/Professional Certifications** - Active (unexpired) CPC, CCS, or CCS-P credential, may be eligible for college credit. A processing fee will be required. For more information, see <https://www.harpercollege.edu/start/credit-for-prior-learning/crosswalk.php> or contact the program coordinator, Paula Akialis at: pakialis@harpercollege.edu.

Program Prerequisites

Must be completed by the program application deadline date

- **Harper Grade Point Average**
- Current or previously enrolled Harper students must have a minimum 2.0 grade point average.
- **English / Reading Placement** – Placement into ENG 101 at Harper College, or the equivalent from another college (as determined by the Harper College transcript evaluation).
- ACT English score of 19 or higher, and ACT Reading score of 20 or higher, or
- SAT English/Reading score of 480 or higher, or
- Harper College Writing/Reading Assessment Test resulting in placement into ENG 101 without a reading co-requisite, or
- ENG 101 transfer credit
- There is no expiration date on the English Composition course or testing requirement for this program; however, testing rules apply if you are planning to register for an English course
- Visit: <https://www.harpercollege.edu/testing/english-placement-grid.php> for full list of ENG 101 placement options
- **Math Assessment** - demonstrate college level placement in mathematics with one of the testing or course options below.

- ACT math score of 22 or higher, or
- SAT math score of 530 or higher, or
- Intermediate Algebra or higher math course at Harper College or at another appropriately accredited college with a grade of “C” or better, or
- Harper College Math Assessment Test resulting in placement into a college level math course (MTH 101, 103, or higher level)
- There is no expiration date for the math course or testing requirement for this program; however, testing rules apply if you are planning to register for a math course
- You may also check the catalog for further options at:
<https://www.harpercollege.edu/testing/mathplacement.php>
- **Re-entry Permission**
- If you were previously enrolled in the program, departmental permission is required for re-entry. Without department approval, your file will remain incomplete.

Admission Decisions

- All applicants will be sent a decision regarding their status in the program; however, satisfaction of admission requirements does not guarantee acceptance.
- Applicants whose files are complete prior to the program deadline date and have a quiz score of 9 or 10 will receive an email with instructions on how to accept their seat as well as information regarding the **mandatory** online welcome and orientation sessions
- Applicants whose files are incomplete will have until the published deadline date to complete their files.
- An email will be sent to the email address you have provided on the application and your Harper College email address. Please check spam folders for personal email addresses.

Important Admission Notes

- Once your program application has been processed, you will be able to monitor your application-based file online. Go to **harpercollege.edu** and log into your **MyHarper Student Portal**; information can be found under the **Registration and Records** section.
- All admission requirements must be met by the **program application deadline date**. It is the applicant’s responsibility to ensure that all requirements have been met and all documentation is on file.
- You will receive an email regarding your application status within 5-7 business days after submitting it.
- Students are obligated to meet current admission requirements and follow the program curriculum as defined at the time of acceptance into the program. This includes the requirement to follow one of the following cohort sequences:
 1. **Full-time**, August 2025 - May 2027: The full-time course plan is completed in 21 months and requires approximately 40 hours per week for learning activities and assignments.
 2. **Part-time**, August 2025 – May 2029: The part-time course plan is completed in 45 months and is best for individuals who work full-time. It requires approximately 20 hours per week for learning activities and assignments.

3. **Full time to Part time, August 2025 – May 2028:** If you have 15 or more credits earned towards the HIT degree requirements at the time of application, you may complete the degree in 33 months. You will follow the full-time course plan for the Fall I through Summer I and then switch to the part-time cohort and follow the part-time course plan for the Fall III term through Spring IV term.

- Questions regarding #1-3 above should be directed to the, Paula Akialis at: pakialis@harpercollege.edu.
- Accepted applicants will be required to undergo a criminal background check. Information regarding these requirements will be discussed at orientation.
- A new application will need to be submitted for a future term if the candidate is not selected or does not start the program if admitted.

HARPER COLLEGE RESOURCES

Office	Location	Phone Number
Health Careers Division Office Limited Enrollment Programs	Building X, Room X250	847.925.6533
Admissions Outreach	Building C, Room C103	847.925.6700
Academic Advising	New Students: Building C, Room C104	847.925.6208
	Previous or currently enrolled Harper students: Building A, room A364	847.925.6220
Hawks Care Resource Center and Counseling Services	Building I, Room I117	847.925.6393
Testing and Assessment Center	Building A, Student Center, Room A148	847.925.6541
Harper Bookstore	Building L, Room L260	847.925.6275
Business Office	Building A, Room A214	847.925.6880
One-Stop Center	Building A, Room A250	847.925.6710

Harper College is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation. Link to full official statement:

<https://www.harpercollege.edu/about/directory/hr/eos.php>