



## Medication Aide (MA-C) Admission/Enrollment Requirements

### REQUIREMENTS TO APPLY FOR THE MEDICATION AIDE (MA-C) PROGRAM

Please note, these requirements are based on the State of Michigan rules and regulations and are not negotiable.

- An applicant must be at least 18 years of age.
- An applicant must be a currently certified CNA who has completed a nurse aide training program approved by the state.
- An applicant must have worked in a nursing home or skilled nursing facility for at least 2,000 hours in the 2 years immediately preceding the date of application to the MA-C program.

### ENROLLMENT INSTRUCTIONS

To enroll in the Medication Aide course (ALH-106), an applicant must **first apply for admission** to Glen Oaks Community College here: <https://www.glenoaks.edu/> or here: <https://etcentral.glenoaks.edu/?isAnonymous=true#form/3281>

After applying, the student will receive a few emails from Glen Oaks, including one with a link to the **required online orientation**, and an email with information on how to log into the GOCC system and register for their course.

**For employers who are paying for a student's course**, please reach out to Christina Steele at [csteele986@glenoaks.edu](mailto:csteele986@glenoaks.edu) after the student has applied and completed orientation. You will be sent a third party payor form and student registration form to complete the enrollment process.

After enrolling in the course, an applicant must submit the following within 3 business days of enrollment date:

- A copy of their driver's license or state ID to verify identity and age.
- A current unrestricted State of Michigan CNA certificate
- A letter from their current employer attesting that the applicant has worked at least 2,000 hours in the last 2 years. The letter must be on letterhead and include the printed name and signature of their supervisor or director, including the supervisor or director's phone number and email address, and the physical address of the facility.



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These items must be on file before the student can begin classes. No exceptions. Items must be turned in to Christina Steele, Director of Allied Health. They can be sent electronically to [csteele986@glenoaks.edu](mailto:csteele986@glenoaks.edu) or dropped off in-person in the Health Sciences office (D-255).

### APPROXIMATE PROGRAM COSTS

Item	In District	Service Area	In State	Out of State
Tuition per contact hour (as of Fall 2024 semester)	\$135	\$166	\$201	\$237
Tuition for ALH 106 (6.7 contact hours)	\$904.50	\$1,122.20	\$1,346.70	\$1,587.90
Student Activity Fee, General Fees, Technology Fee, includes liability ins.	\$261.30	\$261.30	\$261.30	\$261.30
Textbook: Hartman’s Complete Guide for the Medication Aide	\$25.00 New	\$25.00 New	\$25.00 New	\$25.00 New

**Glen Oaks does not pay for testing.** Upon successful completion of the course, students will be registered with D&S Headmaster, LLC (contracted by the State of Michigan to administer the Medication Aide Certification Exam) and will receive an email from them with further instructions for testing.

Students may wear any color scrubs and shoes that they wear to work.

State of Michigan Medication Aide Site here: <https://www.michigan.gov/lara/bureau-list/bchs/certified-medication-aides>