



# ***SPECIAL OFFER***

The California Cancer Registrars Association (CCRA) is collaborating with Santa Barbara City College (SBCC) to offer non-California residents a reduced tuition fee for Cancer Information Management (CIM) courses.

Instead of the usual \$181 nonresident tuition fee, the reduced fee is \$95 per unit (credit hour). Students still receive full college credit for the courses. Under this collaboration, students submit their online application to SBCC but submit their registration/ enrollment through the CCRA. In addition to the registration fee, students are charged a \$40 (nonrefundable) processing fee each semester.

The deadline to qualify for this offer for the Summer Session is June 8, 2009, and for the Fall Semester is August 17, 2009.

## **ENROLLMENT STEPS**

1. Apply to SBCC by following step #1 at <http://www.sbcc.edu/hit/website/Admissions.html>

Submit Prerequisite/Co-requisite challenge forms if needed. See instructions on the following page. **IMPORTANT:** Your registration will be blocked if you do not complete the required prerequisite/co-requisite paperwork.

2. Mail in the CCRA Request for Registration form along with a check or money order payable to CCRA (California Cancer Registrars Association) to:

**Becky Cassady, RHIA, CTR**  
11368 Mountain View Ave Suite C  
Loma Linda, CA 92354  
[cim@ccreregistrars.org](mailto:cim@ccreregistrars.org)

**Questions about the CIM program, prerequisites, or advising should be sent to Gwyer Schuyler, Dept. Chair/Academic Counselor, at [schuyler@sbcc.edu](mailto:schuyler@sbcc.edu)**

## COURSE PREREQUISITE AND COREQUISITE INFORMATION

- Begin by checking below to see if any classes that you plan on signing up for have prerequisites or co-requisites.
- If you are planning to take a course that has a prerequisite or co-requisite that you completed at another college, then you must complete Prerequisite Challenge Form A <http://www.sbcc.edu/student-services/files/FormA.pdf>
- If you fulfilled the prerequisite or co-requisite due to a credential (i.e. CPC, CCS, RN, etc.), then you must complete Prerequisite Challenge Form B <http://www.sbcc.edu/student-services/files/FormB.pdf>
- Fax, Mail, or Email completed challenges, transcripts and supporting documents to:

**Academic Counseling Center:**  
**Attention V. Pelton**  
 Santa Barbara City College  
 721 Cliff Drive  
 Santa Barbara, CA 93109  
 FAX (805) 892-3664  
[prerequisites@sbcc.edu](mailto:prerequisites@sbcc.edu)

- Once a complete challenge form is received and you have submitted your CCRA Request for Registration, your registration will be processed.

Course	Prerequisite	Co-requisite – taken before <b>or</b> at same time
COMP 101	None	None
HIT 135	None	None
BMS 146	None	None
HIT 204	BMS 146 (or Anatomy & Physiology)	None
CIM 100	None	None
HIT 101	None	None
CIM 125	HIT 135 and BMS 146	CIM 100
CIM 150	CIM 125	None
CIM 201	HIT 135	CIM 125
CIM 202	CIM 201	CIM 150
CIM 225	None	None
CIM 250	CIM 201	CIM 202
HIT 240	COMP 101 and HIT 101	None
MGMT 101	None	None
CIM 275	CIM 202, 225 and 250	HIT 240

**REQUEST FOR REGISTRATION**  
**CCRA – SBCC CIM CONTRACT EDUCATION**

Please print clearly

Student Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ SBCC Identifying K#: \_\_\_\_\_

Email Address: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Educational Goal:     \_\_\_ CIM Associate Degree                     \_\_\_ CIM Certificate

**Courses Requested for Summer 2009:**

- \_\_\_\_\_ HIT 135 Medical Terminology (3 Units)
- \_\_\_\_\_ BMS 146 Anatomy & Physiology without Lab (3 Units)
- \_\_\_\_\_ HIT 204 Pathophysiology (3 Units)
- \_\_\_\_\_ MGMT 101 Introduction to Management (3 Units)
- \_\_\_\_\_ CIM 275 Professional Directed Practice (3 Units) – Final course in program – open only to students completing the CIM Program. Health forms and background check may be required.

**Courses Requested for Fall 2009:**

- \_\_\_\_\_ COMP 101 Microsoft Office (4 Units) choose one: \_\_\_ Windows XP/Office 03 \_\_\_ Windows Vista/Office 07
- Before requesting COMP 101, please review the following requirements:  
[http://www.sbcc.edu/hit/website/comp\\_101.html](http://www.sbcc.edu/hit/website/comp_101.html)
- \_\_\_\_\_ HIT 135 Medical Terminology (3 Units)
- \_\_\_\_\_ BMS 146 Anatomy & Physiology without Lab (3 Units)
- \_\_\_\_\_ HIT 204 Pathophysiology (3 Units)
- \_\_\_\_\_ CIM 100 Registry Organization and Operations
- \_\_\_\_\_ HIT 101 Introduction to Health Information Mgmt (3 Units)
- \_\_\_\_\_ CIM 125 Cancer Disease Management (4 Units)
- \_\_\_\_\_ CIM 150 Oncology Coding and Staging Systems (4 Units)
- \_\_\_\_\_ CIM 201 Abstracting Principles and Practice I (3 Units)
- \_\_\_\_\_ CIM 225 Cancer Patient Follow-up (2 Units)
- \_\_\_\_\_ CIM 250 Cancer Statistics and Epidemiology (3 Units)
- \_\_\_\_\_ HIT 240 Healthcare Quality Management (3 Units)
- \_\_\_\_\_ MGMT 101 Introduction to Management (3 Units)
- \_\_\_\_\_ CIM 275 Professional Directed Practice (3 Units) – Final course in program – open only to students completing the CIM Program. Health forms and background check may be required.
- \_\_\_\_\_ Total Units x \$95 + \$40\*\* = \_\_\_\_\_ Total Cost

Example:

1 course: 4 units x \$95 = \$380 + \$40\*\* = \$420

2 courses: 8 units x \$95 = \$760 + 40\*\* = \$800

Enrollment in these classes is not guaranteed if the class is already full and closed to additional students. Students who decide to drop course(s) by the college drop deadline must contact [@ccraregistrars.org](mailto:@ccraregistrars.org) to receive a refund of the enrollment fee (\$285 per 3-unit course). No enrollment fee refund will be given for courses dropped after that date.

Please make checks payable to CCRA. **Special offer deadline for Summer is June 8, 2009 and for Fall is August 17, 2009.** All registrations must be **received** by that date (not just postmarked). Credit cards are not accepted.