

Tip Sheet for Health Information Management Program for Special Admissions Office

2019-2020 Application Period

- The application process will be online.
- Students are accepted in a cohort model of 32 students.
- If you are not a Mesa student, you must **apply to the college before** sending in their Program application. This provides the student with a CSID# for all school information.
- If you have not submitted transcripts prior to applying and have attended colleges outside the San Diego Community College District (Mesa, Miramar and City Colleges), you will be required to mail/bring in **UNOPENED** official transcripts from They cannot be accepted if they are opened.
- Students will be required to upload unofficial transcripts as one of the required documents.
- Student needs to fill out and save all documents before they go in to upload their documents during the application period. **The site will not allow the student to save and return.**
- Encourage students to read the General Information Page carefully and to use the Application Check List as they go through the process to make sure they have all required documents to be considered a qualified applicant.
- Important Dates to be aware of:
 - Application Period: January 31,2019 at 12:00 noon to April 30, 2019 at 12:00 p.m.
 - Acceptance Letter will be sent out to qualified applicants on May 22, 2019.
 - Those who were not accepted into the program will be notified by June 19, 2019.