

**San Jacinto College**  
**Cancer Data Management**  
**Admission Requirements and Program Information**  
**2022**

Thank you for expressing an interest in the San Jacinto College Cancer Data Management Program!

San Jacinto College is accredited by the National Cancer Registrars Association (NCRA) and offers the following awards in Cancer Data Management. Both awards lead to eligibility to sit for the Certified Tumor Registrar (CTR) examination:

- Associate of Applied Science in Cancer Data Management
- Advanced Certificate of Technology in Cancer Data Management\*  
*\*Prerequisite for the Advanced Certificate of Technology in Cancer Data Management: Must have earned a minimum of an Associate degree.*

**The Cancer Data Management Program admission requirements are as follows:**

1. Meet the SJC admission requirements
  - Complete the San Jacinto College application for admission. Go to <https://www.sanjac.edu/apply-register-pay/admissions/steps-enroll>. Follow the steps to enrollment.
2. Meet the following Reading and Math skill level criteria:
  - Applicants must have a Reading skill level of 7 and a Math skill level of 8. Complete the SJC College Assessment **OR** present ACT/SAT scores that are no more than 2 years old with an overall score equivalent to placement in ENG 1301 and a math skill level of 8. Assessment Test will be waived if prior college work includes ENG 1301 with a C or better and MATH 1314 with a grade of C or better **OR** if student has a previous Associate or Baccalaureate degree from an SJC recognized accredited college/university.
  - If minimum English assessment scores are not met, students will be required to enroll in the required college preparatory course in this area. If minimum Math scores are not met, students will be required to enroll in the appropriate level of a developmental Math course. If you need assistance with this process, you may elect to meet with an advisor who will assist you in completing an application to San Jacinto College. Call 281-998-6150 to schedule an appointment to complete this process.
3. Submit official transcripts for any previously attended college or university to the Educational Planning Department (part of the SJC college application process).
4. Possess a minimum cumulative GPA of 2.5. (If prior college course work has been completed).
5. Complete the application for entry into the SJC Cancer Data Management Program. The application requires the submission of:
  - Demographic information
  - One letter of reference
  - A current resume
  - A typed essay
  - An unofficial transcript

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**Other important Cancer Data Management Program information:**

1. Applications will be reviewed by the CDM Application Committee.
2. All applicants will be contacted by the Program Director no later than **April 30, 2021** to inform them of the committee's decision.
3. If granted entry into the Program, the following will be required of the student:
  - Completion of the following college level courses before registering for fall CDM course:
    - Medical Terminology (3 credits)
    - Health Information Systems or Computers in Healthcare (3 credits)
    - Structure/Function of Human Body (to include a total of two semesters of the following courses):
      - Anatomy & Physiology (at least 4 credits, entire body system)
      - Pathophysiology
      - Basic Principles of Pharmacology
  - Completion of a criminal background check and possibly a drug screen (at the student's expense). A clear criminal background report and negative drug screening will be verified one semester prior to registration for the on-site practicum (clinical).
  - Completion of a 160-hour clinical course in an on-site cancer registry during the last semester. For more information, please refer to the document entitled *Clinical Site Placement Form*.
  - Meeting (virtual, phone or in person) with the Program Director to discuss official program acceptance, program planning, and advising.

The above represent general Cancer Data Management program admission requirements. Exceptions to any of these requirements may be made on a case-by-case basis solely at the discretion of the Program Director.

If you have any questions, please contact:

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