



OIC of Oklahoma County  
 3033 North Walnut Avenue, Bldg East  
 Oklahoma City, OK 73105  
 P • 405-235-2651 • F • 405-235-2653  
 www.oicokc.org facebook.com/OICofOKC

# Medical Terminology Student Agreement

## INTRODUCTION

Medical Terminology is designed to provide a clear communication between healthcare workers to avoid confusion. With proper training and knowledge, the transmission of information is clear and concise and medical and healthcare staff have one universal standardized language.

## OVERVIEW

This online course uses the Total Retention System for Medical Terminology. Enrolled students will master the basic design of medical terminology, and how to easily remember, pronounce, and apply the meanings of 250+ Greek and Latin word parts that combine to form thousands of complex medical terms. This includes video lessons, interactive activities and multiple quizzes.

## COURSE DURATION AND PRICING

The cost of the course is \$150.00 paid in advanced and nonrefundable. Payments may be made on-line or in-person, between the hours of 8 AM - 4 PM Monday - Thursday. This is an eight-week self-paced course, online learning program. Students will also receive and keep the 146-page Learning Guide. If you do not have access to a computer, arrangements can be made for in-person learning onsite at OIC.

## TERMS AND CONDITIONS FOR ENROLLMENT

All enrolled students shall abide by the following terms and conditions for successful completion:

- Received High School Diploma or GED (verifiable)
- Complete TABE reading assessment
- Complete Pre-Quiz
- Complete all 14 modules and quizzes assigned to the modules
- Attend all zoom meetings with instructor as needed for check-in
- Complete a final test and achieve a percentage score of 70 percent or better to receive your certificate of completion

The modules are designed to be completed within 8 weeks; however, you will have up to 12 weeks from the date enrolled to complete all modules and final test before being dropped from the course.

My signature below indicates I accept and agree to the terms and conditions listed above.

\_\_\_\_\_  
 Student Signature

\_\_\_\_\_  
 OIC Representative

Payment Received \_\_\_\_\_

Date \_\_\_\_\_

Copy of High School Diploma or GED Attached