



## Summer 2024 Supplemental Course

### Math for Meds

Total Hours: 40

Location: Shelbyville Main Campus

This course provides a review of basic mathematical principles. The course then progresses through drug dosage calculations, ratio and proportion, and medication safety. Common drug measures will be discussed, and medication labels reviewed. **Successful completion of this course is a pre-requisite for entrance into the TCAT Shelbyville Practical Nursing program.**

- Cost of Class: \$237
- Contact the TCAT Shelbyville Student Services office at 931-685-5013 for information about the course.
- Instructor: Marilyn Ralston
- Location: Shelbyville Main Campus, 1405 Madison Street, Shelbyville, TN 37160
- Last Day to Apply: Friday, April 12, 2024
  - Last Day to Confirm Acceptance Offer: Friday, April 19, 2024
- Last Day to Pay: Monday, April 22, 2024
- Class Starts Tuesday, May 7, 2024
- Minimum enrollment for the class is 12 students.

#### Enrollment Steps:

<b>Step One</b> Apply	Apply Online via <a href="http://www.tcatshelbyville.edu/future-students/admissions">www.tcatshelbyville.edu/future-students/admissions</a> and click the 'Apply Now' button. (See step by step instructions below) <b>* Last day to apply is April 12, 2024</b>
<b>Step Two</b> Confirm	You will be notified via your TCAT campus email the week of December 11 to confirm your acceptance. When you confirm, the TCAT Student Services office will register you for the class. <b>*Last day to confirm is April 19, 2024</b>
<b>Step Three</b> Pay	Pay (Tuition Payment Reserves a Seat). This class does not qualify for federal or state financial aid. (See step by step instructions below) <b>*Last Day to Pay is April 22, 2024</b>
<b>Step Four</b> Buy Textbook	To place your book order, please call Southern Connections Bookstore at 931-685-5031 <ul style="list-style-type: none"> <li>• Required Textbook: <i>Calculate with Confidence</i> by Deborah Morris 8<sup>th</sup>ed. ISBN-13: 9780323696951</li> </ul>
<b>Step Five</b> Start Class	<b>Class starts Tuesday, May 7, 2024</b>  Class Meets Tuesday from 5:30 p.m. – 8:30 p.m. Last Day of Class is Tuesday, August 13, 2024 No Class Tuesday, June 25, 2024 No Class Tuesday, July 2, 2024

**Refunds:** No refunds are made to students that begin the supplemental course.

#### Notice of Changes to Teaching Format

TCAT Shelbyville and the instructor reserve the right to change the teaching format from an on-ground to online class if a need arises due to health or weather concerns. Students will be notified by email as soon as possible.

**Right to Adjust or Cancel**

The College reserves the right to adjust offerings and schedules based on enrollments. Class size is limited enrollment and is based on the date of completed application and related requirements. The Tennessee College of Applied Technology Shelbyville is an equal opportunity training institution.

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**Steps to Apply for Supplemental Courses:**

1. To apply for admission, go to [www.tcatshelbyville.edu/future-students/admissions](http://www.tcatshelbyville.edu/future-students/admissions) and click the "Apply Now" button.
2. Click on "First time user" account creation if you have not previously applied or enter the Login ID and PIN you have already created and select "Login". **DO NOT LOSE THIS INFORMATION.** This creates a [MyTCAT Portal](#) for you.
3. Complete each field of the Application Checklist.
4. Be sure to select the O4 Special Industry/ Supplemental Application Type.
5. Select the Summer 2024 Admission Term.
6. When selecting the Program of Study, make sure to select the campus location you wish to attend.
7. Click the specific Supplemental Concentration you wish to attend.
8. Select Application is Complete when you have completed the application. Select Finish Later if you would like to finish your application later.
9. Check your personal and TBR campus email regularly for correspondence from Admissions.

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**To pay for your supplemental course, please complete ONE of the following steps:**

1. To Pay Online: access your MyTCAT portal, click on the "My Account" icon; OR
2. To Pay In-Person: Fees may be paid in person Monday through Friday 8:00 a.m. until 4:00 p.m.; OR
3. To Pay by Phone: (931-685-5013 Ext. 133) with a credit card

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