Medical Billing and Coding Program

Tuition: $1,899 (Cost includes textbooks)
*This program is approved for Financial Aid through the HEAPS Workforce Grant. A FAFSA and HEAPS Workforce Grant application required to determine eligibility.

Schedule: Self-paced/Online Learning
Start Date: August 18, 2025
End Date: January 20, 2026
Total Hours/Credits: 80 Hours/5 Credits

For more information contact Ann Paull at apaull@blueridgectc.edu

Students have the entire semester to complete the eLearn CCI (Condensed Curriculum, International, Inc.) Medical Billing & Coding course.

CCI uses e-texts for the Medical Terminology portion of training. Training is through *Get Connected*.

Students will be mailed the *CPT Plus* and *ICD 10* official codebooks with guidelines however learning is self-directed through the Online Learning tool used by CCI.

Students move through the programs at their own pace and receive support from CCI through emails, phone and chat tickets 9 am through 10 pm.

Course List (In Order):
1. Medical Billing & Coding

Course Materials:
2025 Step-By-Step Medical Coding, 1e
2025 Step-By-Step Medical Coding Workbook, 1e

Additional Materials:
CPT Plus! 2025
ICD-10-CM 2025: The Complete Official Codebook with Guidelines

Course Completion and Grades: In order to successfully complete this program, a minimum of 90 hours must be spent in the program online and the student must score 70% or higher on all tests and final exams. Discussions, assignments, and activities are optional and will not count toward the overall grade.

* *This program does not include a National or State certification.*

Financial Aid Information for Fast Track Medical Certification Programs

2025-2026 FAFSA and HEAPS Workforce Grant Application must be completed by July 25, 2025.
Tuition payment is due by August 8, 2025.

This program is approved for Financial Aid through the HEAPS Workforce Grant. A current FAFSA and HEAPS Workforce Grant application required to determine eligibility.

This program is not approved for the Higher Education Grant, WV Invest, federal loans, or other state grants.

Requirements for the HEAPS Workforce Grant:

- WV Resident for at least 12 months
- 2025-2026 FASFA Completion for current Year (The school code number is 039573)
- Expected Family Contribution (EFC from FASFA) 12000 and below
- Completion of GED Program or High School Diploma
- Application on HEAPS Website:
  https://wvhepc2.my.site.com/Community/s/login/?ec=302&startURL=%2FCommunity%2Fs%2F

Other Grant Opportunities: WORC-5 Grant (A FAFSA must be submitted to determine eligibility)

If you are a resident of Berkeley, Morgan or Jefferson County, please complete our multi-grant application for other funding opportunities: https://blueridgectc.jotform.com/form/220065416278050 .

Other Payment Options:

PAY ONLINE:

1. www.Blueridgectc.edu
2. I am….
3. Current Students
4. Online Bill Pay
5. WVSTO Epay
6. Complete the payment form (You will need to enter your Student ID# and the name of your program in the MEMO)

PAY IN PERSON:

Our Cashier's Office is able to take cash, check, or credit/debit payments at our Main Campus or via mail, at 13650 Apple Harvest Drive, Martinsburg, WV, 25403.

Hours: Monday - Friday 8:30-4:00
Email: AR@blueridgectc.edu
Phone: 304-260-4380 ext. 2218

How to Apply for the Medical Billing and Coding Program:

1. www.blueridgectc.edu

2. Click on the **APPLY NOW** button

3. For first time users →click Create ACCOUNT
   If you have already completed an application →Log In to your account

4. Academic Plans:

   - **Select the term you plan to enroll…**

     - *Fall 2025*

   - **Please select the statement that applies…**

     - *I am enrolling as a non-degree seeking student*

   - **Please select the non-degree program that applies…**

     - *I am enrolling as a Medical Billing and Coding student*

5. Complete the remainder of the application