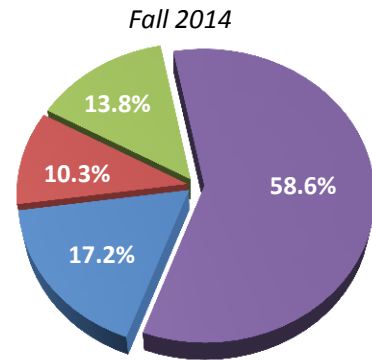


This is a profile of the Certificate in Medical Office Administrative Assistant. The purpose of this document is to highlight the program's enrollments, demographics and outcomes. Enrollment information includes enrollment by attendance, enrollment by registration type, credits enrolled by attendance, and enrollment by gender and race/ethnicity. Outcomes information includes retention rates, graduation rates, transfer rates, degrees awarded by race/ethnicity and job growth projections for target occupations.

**Enrollment by Registration Type**



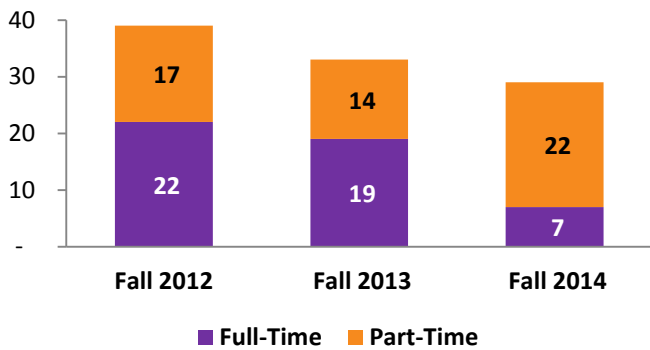
■ First-Time\* ■ Transfer\*\* ■ Stop-out\*\*\* ■ Returning\*\*\*\*

\*New to college \*\*New to Bergen (originally enrolled at different institution)  
\*\*\*Not enrolled in previous semester \*\*\*\*Enrolled in previous semester

Source: SURE Enrollment File

**Enrollment by Attendance**

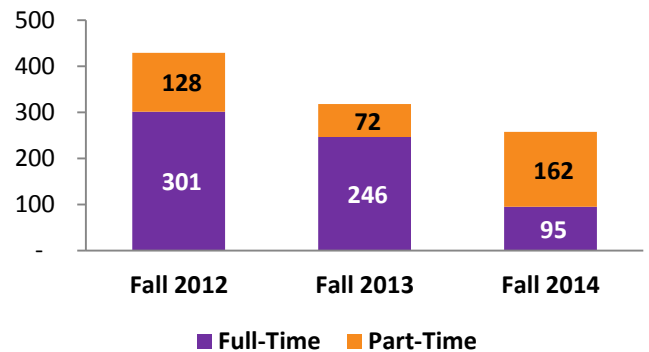
Student Status	Fall 2012	Fall 2013	Fall 2014
Full-Time	22	19	7
Part-Time	17	14	22
<b>TOTAL</b>	<b>39</b>	<b>33</b>	<b>29</b>



Source: SURE Enrollment File

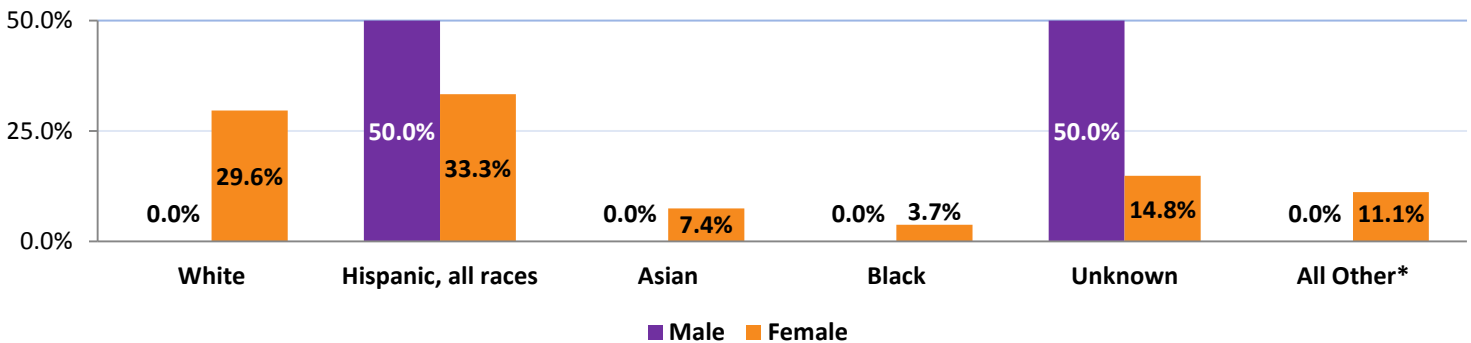
**Credits Enrolled by Attendance**

Student Status	Fall 2012	Fall 2013	Fall 2014
Full-Time	301	246	95
Part-Time	128	72	162
<b>TOTAL</b>	<b>429</b>	<b>318</b>	<b>257</b>



Source: SURE Enrollment File

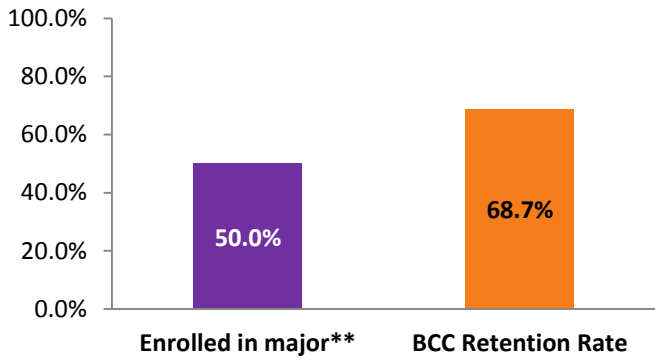
**Enrollment by Gender & Race/Ethnicity, Fall 2014**



\*All Other category includes American Indian/Alaskan Natives, Hawaiian/Pacific Islanders, Non-Resident Aliens and students who reported two or more races.

Source: SURE Enrollment File

**One-Year Retention, FTFTDS\*, Fall 2013**



\*One-Year Retention Rate includes First-Time, Full-Time, Degree Seeking Students in Fall 2013 who re-enrolled at BCC in Fall 2014. \*\*Students who were First-Time, Full-Time and enrolled in major in Fall 2013 and re-enrolled at BCC in Fall 2014.

Source: SURE Enrollment File

**Graduation Rates, FTFTDS\*, Fall 2011**

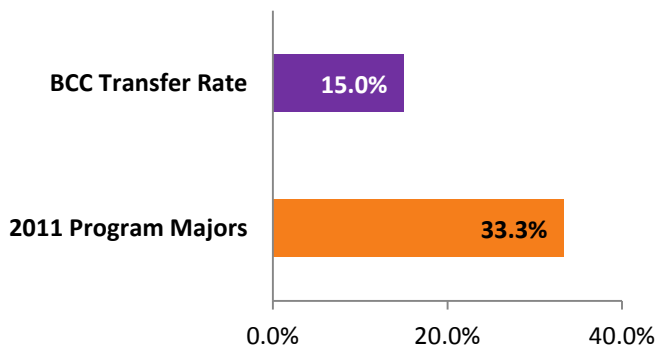


\*Graduation Rates based on First-Time, Full-Time, Degree Seeking Students who started at BCC in Fall 2011 and graduated within 3 years (150%).

\*\*Most popular major(s) graduated from: No Graduates from Different Major

Source: IPEDS Graduation Rates Survey

**Transfer Rates, FTFTDS\*, Fall 2011**



\*Transfer Rates based on First-Time, Full-Time, Degree Seeking Students who started at BCC in Fall 2011 and transferred without graduating within 3 years (150%).

Source: IPEDS Graduation Rates Survey

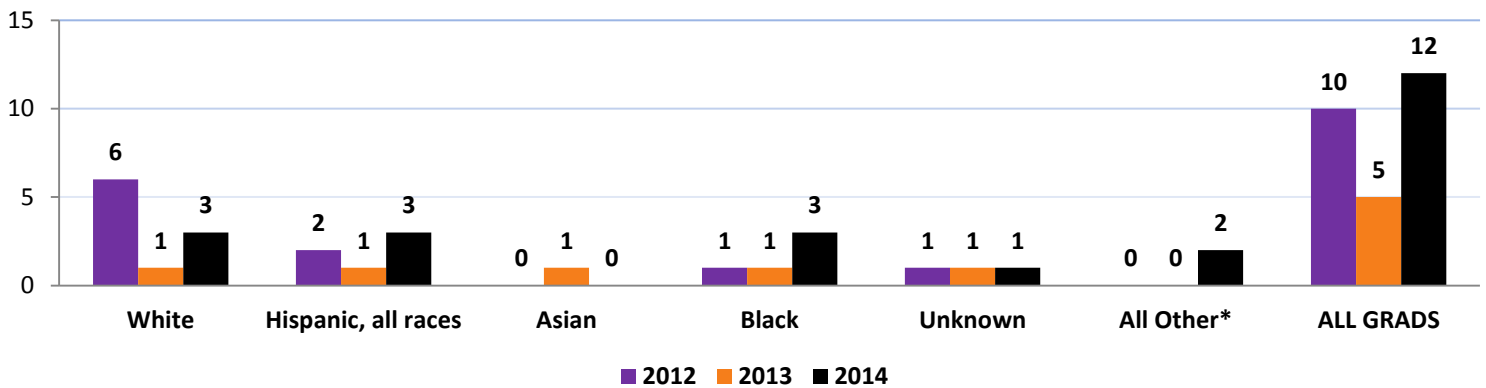
**Job Growth for Target Occupations, NYC Metro Area\***

Target Occupation	2014 Jobs	2024 Jobs	% Change
Medical Assistants	29,062	35,871	23.0%
Executive Secretaries and Executive Administrative Assistants	71,387	69,420	-3.0%
Medical Secretaries	16,797	23,096	38.0%
<b>TOTAL</b>	<b>117,246</b>	<b>128,387</b>	<b>10.0%</b>

\*NYC Metro Area includes: **NJ counties:** Bergen, Essex, Hudson, Hunterdon, Middlesex, Monmouth, Morris, Ocean, Passaic, Somerset, Sussex, Union **NY counties:** Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Suffolk, Westchester **PA counties:** Pike

Source: EMSI Economic Modeling, NJ Dept. of Labor

**Degrees Awarded by Race/Ethnicity**



\*All Other category includes American Indian/Alaskan Natives, Hawaiian/Pacific Islanders, Non-Resident Aliens and students who reported two or more races.

Source: SURE Degrees Awarded File