Admissions Health Science Timeline for 2017 Fall Enrollment

Program: Diploma Surgical Technology

April 14  Admissions Application Submission Deadline
May 12  General Admissions Completion Deadline
May 31  Completed Checklist and Supporting Documentation Deadline (Submitted to the Admissions Office)
June 14  Program Director Notification to Applicants of Status (by mail)

Note:
Applicants will be provided an individual program checklist and supporting documentation at the time of application submission to the Admissions Office. Each applicant is responsible for following the stated timeline outlined above and for the submission of all required documents to the Admissions Office.

Applicants completing the Health Science Admissions process after the established timeline will be considered based on space availability.

Students are expected to attend a Surgical Technology Program Information Session. Applicants will earn 2 points for the application packet by submitting a signed certificate of participation.

Information Session Spring 2017:

April 01, 2017

All Information Sessions will be held in the Health Science Bldg. (17) Rm 1719B at 3pm.
Checklist Overview and Directions

NOTE: Students must have a 2.8 or greater grade point average (GPA) in program general education/related courses at the time of checklist submission to Admissions in order to be considered for health science program admission.

- For Surgical Technology, the GPA will be based upon grades earned in BIO 168, BIO 169, ENG 111, and PSY 150.
- The Surgical Technology Program Faculty will not receive student packets for review if the GPA is less than 2.8 in Surgical Technology general education/related courses.
- Students may earn points for admission based upon a final course grade in HSC 110, MAT 143 or MAT 152 or MAT 171, and MED 120; however, the courses are not considered in the calculation of GPA for admission.

Please place a check mark beside each item as they are completed. All items identified on the checklist must be completed prior to submitting checklist to the Admissions Office.

1. Completed RCC Admissions Application.

2. Requested official high school and college transcripts.

3. Completed placement testing, remediation or college transfer courses in Writing, Reading, Math-Numerical and Math-Elementary Algebra as defined in current College Catalog for the Surgical Technology program. Complete the attached General Admissions Assessment Information Sheet (Page 3).

4. Have requested that three references be submitted to the Office of Admissions on forms provided.

5. Have completed information requested on the attached Health Science Admissions Ranking Information Form.

With the completion of items 1 – 5 proceed to the Admissions Office to submit checklist and supporting documentation. All documentation must be received by May 31 of the planned enrollment year. If there are vacancies in the program after the selection process is complete, applicants who applied by the deadline date and who will successfully complete the minimum admission requirements by the end of summer semester may be considered for selection.

I certify that the attached application related items are correct and accurate. I understand that the falsification of any information or documentation will result in the revocation of this application.

Applicant Signature ____________________________ Date __________

General Admissions Assessment Information
Under each section, please identify (by checking) the one criterion you have successfully completed.

**Writing**
- ____ SAT Writing (English) score of 500 or higher;
- ____ ACT Writing (English) score of 18 or higher;
- ____ Combined Reading and Writing score of 166 or higher on the ACCUPLACER
- ____ Combined Reading and Writing score of 151 or higher on the COMPASS
- ____ Meet minimum NCDAP Developmental Reading/English (DRE) score
- ____ Completion and grade of P (Pass) in DRE 098
- ____ Completion (grade C or higher) of at least one college transfer-level (associate degree or higher) course in English composition
- ____ Meet the North Carolina Community College System (NCCCS) Multiple Measures Placement Policy

**Reading**
- ____ SAT Critical Reading score of 500 or higher;
- ____ ACT Reading score of 22 or higher;
- ____ Combined Reading and Writing score of 166 or higher on the ACCUPLACER
- ____ Combined Reading and Writing score of 151 or higher on the COMPASS
- ____ Meet minimum NCDAP Developmental Reading/English (DRE) score
- ____ Completion and grade of P (Pass) in DRE 098
- ____ Completion (grade C or higher) of at least one college transfer-level (associate degree or higher) course in English composition
- ____ Meet the North Carolina Community College System (NCCCS) Multiple Measures Placement Policy

**Math**
- ____ SAT Mathematics score of 500 or higher;
- ____ ACT Mathematics score of 22 or higher;
- ____ Meet minimum NCCCS math placement scores for ACT COMPASS or ACCUPLACER
- ____ Earn “7” or higher on NCDAP for DMA 010, DMA 020, DMA 030, DMA 040 and DMA 050
- ____ Completion and grade of P (Pass) in DMA 010, DMA 020, DMA 030, DMA 040, and DMA 050
- ____ Completion (grade C or higher) of at least one mathematics course (associate degree or higher). To meet this requirement, the course must have a MAT prefix.
- ____ Meet the North Carolina Community College System (NCCCS) Multiple Measures Placement Policy

NOTES:
- All assessments must be completed within 5 years of January 1 of the admission year.
- Coursework must be completed within 5 years of January 1 of the admission year.
- Unofficial transcripts must be attached to this form to document SAT/ACT scores and/or grades earned in courses. For ACT COMPASS/ACCUPLACER/NCDAP scores from another institution, official documentation must be on file in Counseling and Career Services.

**Health Science Admissions Ranking Information**
Part I  Participation in Program Information Session
For Part I, applicants must submit a signed certificate of participation in a Surgical Technology program information session. The program director, program faculty or designee will provide a signature that denotes the applicant’s attendance in a program information session. Applicants must provide a copy of the certificate of participation in the application packet.

- Signed certificate of participation – 2 points

Part II  Academic Performance
For Part II, applicants will either complete the High School Educational Experience section or the College Educational Experience and College Science Course sections.

High School Educational Experience
High School information will be used only for applicants that have not completed a minimum of nine semester hours of college credit. Only high school courses identified below will be considered. Points will be awarded in the following manner:

- Highest Level Science Course: A – 12 points, B – 8 points, C – 4 points
- United States History, Senior English, Highest Level Mathematics, Computer Skills: A – 6 points, B – 4 points, 2 points

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Name</th>
<th>High School Name</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senior English</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>United States History</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Highest Level Math Completed</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Highest Level Science Completed</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

After completing this section, go to Part III.

College Educational Experience
Pre-Health Courses
Only courses identified below will be considered. Points will be awarded in the following manner for each course: A – 2 points; B – 1 points. Identify course (s) completed.

<table>
<thead>
<tr>
<th>Course Prefix</th>
<th>College Name</th>
<th>Grade</th>
<th>Semester/Year Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>HSC 110</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAT 143</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAT 152</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAT 171</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MED 120</td>
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<td></td>
</tr>
</tbody>
</table>

General/Related General Education Courses
Only courses identified below will be considered. Points will be awarded in the following manner for each course: A – 6 points; B – 4 points; C – 2 points. Identify course(s) completed. Equivalent courses (based on transfer eligibility) will be considered. Courses listed must meet applicable credit by transfer requirements.

<table>
<thead>
<tr>
<th>Course Prefix</th>
<th>College Name</th>
<th>Grade</th>
<th>Semester/Year Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 111</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSY 150</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

College Science Courses (Biology)
The most recent science courses completed will be considered. Courses listed must meet applicable credit by transfer requirements (Biology courses must be completed within 5 years of August 15 of the admission year). Points will be awarded in the following manner for each course: A – 12 points; B – 8 points; C – 4 points. Identify college science course(s) completed:

<table>
<thead>
<tr>
<th>Course Prefix</th>
<th>College Name</th>
<th>Grade</th>
<th>Semester/Year Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO 168 Human A &amp; P I</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BIO 169 Human A &amp; P II</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

It is the applicant's responsibility to make sure that the official transcript(s) verifying the courses listed above are on file with the Admissions Office and unofficial transcript copies of high school and college are attached to this form.
Robeson Community College
Fall 2017 Admission Checklist

Part III  Completion of Academic Degrees/Programs
Applicants will be awarded points for completion of previous academic programs. Applicants will receive points for only the highest degree/program completed. Documentation must be provided to validate successful completion.

<table>
<thead>
<tr>
<th>Date Earned</th>
<th>Major Name</th>
<th>College</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Masters</td>
<td>_________</td>
<td>______________</td>
<td>8</td>
</tr>
<tr>
<td>Bachelor</td>
<td>_________</td>
<td>______________</td>
<td>6</td>
</tr>
<tr>
<td>Associate</td>
<td>_________</td>
<td>______________</td>
<td>4</td>
</tr>
<tr>
<td>Diploma</td>
<td>_________</td>
<td>______________</td>
<td>2</td>
</tr>
<tr>
<td>Certificate</td>
<td>_________</td>
<td>______________</td>
<td>1</td>
</tr>
</tbody>
</table>

Note: Submit completed packet and supporting documents to the RCC Admissions Office in Building 13 by May 31, 2017.

Part IV  References
Each applicant must submit three references on forms provided by the Admissions Office. The only references that will be awarded points are high school teachers, college faculty and employers. A maximum of 1 point will be awarded for each reference (total of 3 points). Completed rating forms should be submitted (in sealed envelopes) with all other admissions materials.

Part V  Provisional Acceptance
A point selection process will be used to rank applicants for provisional acceptance into the program. Only applicants who have completed all the admissions requirements/criteria will be ranked for review. Particular consideration will be given to those applicants who have successfully completed the general /related education courses for the program or appropriate high school courses. Completed application packets will be reviewed by the health science program director for consideration.

NOTE: Students must have a 2.8 or greater grade point average (GPA) in program general education/related courses at the time of checklist submission to Admissions in order to be considered for health science program admission. The Surgical Technology faculty will not review if the GPA is less than 2.8 in Surgical Technology general education/related course.

Robeson Community College health science faculty will review the achievement potential of each applicant. During the candidate review process, faculty will examine previous academic records and pre-entrance examination scores to determine congruence with curriculum academic demands and program expectations.
Applicants offered provisional acceptance based on fulfillment of all admission requirements/criteria by the specified deadline. Applicants provisionally accepted into the Surgical Technology program will be required to attend a Provisional Acceptance Meeting” in June. This meeting will be hosted by program faculty and staff and is designed to provide applicants with additional program requirements.

Prior to receiving full acceptance and/or enrolling in the first Surgical Technology (SUR) course, all Applicants Provisionally accepted MUST complete and/or provide documentation of the following:

1. Medical Review/Screen, which includes but not limited to:
   a. (2) separate PPDs: Proof of Negative Tuberculin (Tb) skin testing or follow-up chest X-ray within 3 months of enrollment.
   b. Immunizations
      - Tdap, tetanus vaccines, Hepatitis B series, MMR, Rubella, Varicella series or positive titer (required)
      - Influenza, although not required but strongly recommended and/or required by clinical affiliate

2. Criminal Background Check and Drug Screen: Clinical agencies require a criminal background check and 12 panel urine drug screen prior to clinical experiences or rotations. This testing is scheduled by the College once students have been provisionally accepted.

   NOTE: (1) If results of a criminal background check and panel urine drug screen prevents a student from participating in a clinical rotation at any agency, then the student will not be able to fulfill the clinical requirements for the program, and subsequently will not be allowed to complete the Surgical Technology program. (2) Fees associated with the criminal background check and drug screen will be the responsibility of the student.

3. Healthcare-Providers CPR: Prospective students must submit documentation of current CPR certification (including infant, child and adult certification) from the American Heart Association BLS Healthcare Providers Course.

4. Attendance at a Mandatory Surgical Technology Orientation (To be Scheduled)

5. Program Prerequisites: Applicants admitted to the program must submit prior to enrollment into the program documentation of successfully completing the following courses with a “C” or higher:
   - BIO 168 Human Anatomy & Physiology I