

Admissions Health Science Timeline for 2017 Fall Enrollment

Program: Diploma Surgical Technology

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| 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.

Name: _____

College Id#: _____

Address: _____

City _____

State _____ Zip Code _____ E-Mail Address _____

Telephone Numbers: Home _____ Cell _____

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

Course	Course Name	High School Name	Grade
Senior English	_____	_____	_____
United States History	_____	_____	_____
Highest Level Math Completed	_____	_____	_____
Highest Level Science Completed	_____	_____	_____

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.

Course Prefix	College Name	Grade	Semester/Year Completed
HSC 110	_____	_____	_____
MAT 143	_____	_____	_____
MAT 152	_____	_____	_____
MAT 171	_____	_____	_____
MED 120	_____	_____	_____

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.

Course Prefix	College Name	Grade	Semester/Year Completed
ENG 111	_____	_____	_____
PSY 150	_____	_____	_____

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:

Course Prefix	College Name	Grade	Semester/Year Completed
BIO 168 Human A & P I	_____	_____	_____
BIO 169 Human A & P II	_____	_____	_____

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.

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.

	Date Earned	Major Name	College	Points
Masters	_____	_____	_____	8
Bachelor	_____	_____	_____	6
Associate	_____	_____	_____	4
Diploma	_____	_____	_____	2
Certificate	_____	_____	_____	1

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