

Mesa Community College

Information for application to the Veterinary Technology Program

PLEASE READ AND KEEP THE INFORMATION PAGES 1-2

COMPLETE AND RETURN APPLICATION PAGES 3-8

Application deadline: **Friday, May 5, 2017**

ADMISSIONS INTRUCTIONS

Please read the following instructions carefully:

1. **All prerequisites must be completed or “in progress” and transcripts attached at the time the application is submitted.**

- **High school graduation or a valid GED**
- Cumulative college grade point average of **2.0** or higher.
- All prerequisite courses must be completed with a “C” or higher.
- ENG101 and ENG102
- MAT120, 121 or 122 (MAT141, MAT142 are **not** eligible math courses)
- CRE101 or tested out at testing center
- CHM130 and CHM130
- BIO181 (**Must** have been taken within last **5** years of application)
- ANS110AA

2. **Transcripts**— should include all work shown as completed on the application. One complete set of **unofficial** college transcripts is required from each school attended. This includes Mesa Community College. Please make sure to submit a Request for Evaluation form to have your transcripts from other schools evaluated. This is important to make sure you are on track for graduation. Do Not assume a class will transfer for credit.

Note: ALL college transcripts are required, even if the courses do not seem relevant. An application that is not complete and/or does not have all transcripts included will not be considered.

Previous Applicants— who have applied during the previous application window, do not need to submit duplicate transcripts, as we keep documentation for one year; however you must submit a current application and transcripts showing coursework you may have completed since the previous application. We will also keep your references on file for one year as well.

3. **Tetanus toxoid**—proof of Tetanus toxoid being administered within the last 7 years needs to be attached to the application.
4. **Animal-related work experience**— Animal-related work experience can be voluntary or paid. It is important that this experience include hands-on work with taking care of animals. Work experience also needs to be supervised and can not include owning your own pets or pet sitting. **A minimum of one year of animal-related work experience is required.** This experience can include receptionist at a veterinary clinic, kennel help, veterinary assistant, animal husbandry, etc. If you are unsure ask the program staff to clarify.
5. **Letters of reference**— attach 3 letters of reference , signed and sealed in an envelope. One letter from an academic professor (preferably from a science course), one letter from a supervisor observing your animal-related work experience and one letter from a person who has known you at least 3 years and is not family.

Selection Procedure

Step 1: Students not meeting minimum eligibility requirements or incomplete applications will be removed from the applicant pool and their applications will not be evaluated.

Step 2: All qualified applicants will be scored using an objective rubric that evaluates the applicants for each of the required application requirements.

Step 3: All applicants will be notified by e-mail of their program status by June 10, 2017. **Keep your email information current and legible.**

ADDITIONAL INFORMATION

- It is required that the Veterinary Technology Curriculum be completed in sequence within two years. Exceptions may be granted by the program director to individual students on a case-by-case basis.
- To qualify for licensure, you must have an AAS degree in Veterinary Technology from an AVMA-accredited program. In order to receive the AAS degree in Veterinary Technology/Animal Health at Mesa Community College, all general education and graduation requirements must be met. A minimum GPA of 2.0 is required for graduation from the Veterinary Technology program.
- Enrollment at Mesa Community College does not constitute eligibility for the Veterinary Technology Program. Registration for first and second year Veterinary Technology Program courses is not allowed until after the applicant has been notified in writing of their acceptance into the program.

APPLICANT CHECKLIST:

To be considered complete, your application must include the following in one envelope:

- ◇ _____ Signed and completed 2017 application
- ◇ _____ Signed Disclosure and Counseling information page
- ◇ _____ Signed copy of Technical Standards
- ◇ _____ Signed copy of Dress code
- ◇ _____ Attached copy of Tetanus toxoid immunization
- ◇ _____ Attached unofficial transcripts from each college attended
- ◇ _____ Attached signed and sealed letters of reference

Please be sure to read all the written information provided. If you have questions, be sure to check the Veterinary Technology webpages at www.mesacc.edu. If you are unable to find the answers to questions there, please contact one of the programs staff.

Dr. Kimberly Focht Kimberly.focht@mesacc.edu

Diana Lehigh, CVT diana.lehigh@mesacc.edu

Mesa Community College

Veterinary Technology Program

Application for Admission

Official use only		
Transcripts	<input type="checkbox"/>	
Tetanus record	<input type="checkbox"/>	
Letters of Recommendation	<input type="checkbox"/>	

Date of Application: _____

I) General Information

Full Name: _____ Student ID (required) _____

Last First Middle

Please list any other name(s) by which you have been known _____

Provided at least one phone number and email address where you can be reliably be reached after submitting this application . Indicate the best phone number with which to contact you. **Admission notification will be sent via e-mail.**

Best number

Home phone number: _____	<input type="checkbox"/>
Work phone number: _____	<input type="checkbox"/>
Cell phone number: _____	<input type="checkbox"/>

E-mail address: _____

Mailing address:

Had you been enrolled at Mesa Community College prior to this year?

Yes ____ No ____ If Yes, when ? Fall Spring Summer Year ____

Have you ever been and/or are you currently employed in the field of Veterinary Medicine/Veterinary Technology?

Yes ____ No ____

If Yes, your position or job duties _____

Place of employment _____

Have you ever been employed in any other medical field? Yes ____ No ____

List any Licenses or certifications you may hold:

II) Pre-requisite and Degree Course Information

NOTES: You Must have received a grade of “C” or better in all pre-requisite courses to be eligible for acceptance into the Veterinary Technology Program.

In addition, if you completed any other required program courses while completing pre-requisites, you must have received a grade of “C” or better in all of them.

Name of high school from which you graduated: _____

City, State _____ Date of Graduation: _____

Cumulative High school GPA _____

If you have not graduated from high school but hold an equivalent diploma or GED, please indicate date and source:

A. Mathematics and Science (* indicates a pre-requisite course)

	Course Completed		Grade	Sem/Yr	Course name/#	School completed
	Yes	No				
*MAT120/121/122						
*BIO181						
*CHM130						
*CHM130L						
*ANS110AA						
BIO205 Microbiology						
ANS222 Animal A&P						
ANS222L A&P lab						
other A&P course						
EQS105 Equine Science						

B. General Education Information (*indicates a pre-requisite course)

	Course Completed		Grade	Sem/Yr	Course name/#	School completed
	Yes	No				
*ENG101						
*ENG102						
AGB139/CIS105/BPC110						
COM100/COM110						
ECN160/ECN211/ECN212						
Humanities/Fine Arts						

*CRE101 Yes ____ No ____ Tested out ____ Name of school completed _____

Date _____ Grade A B C D F NA

List all the college course in which you are currently enrolled this semester.

Course number (ex.: ANS110)	Course title (Intro to Animal Science)	College (MCC, SCC)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

What is your Cumulative college GPA? If you have attended multiple colleges, add the cumulative GPA for each one together and then divide by the total number of schools. This **must** be supported by Unofficial transcripts.

Cumulative GPA: _____

Please list the name, dates attended and any degrees or certificates earned from all colleges attended:

<u>College name</u>	<u>Dates attended</u>	<u>Degree/Certificate</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

III. Animal-related Work Experience

Please list in reverse chronological order any animal-related work experience you in which you have participated . Attach an additional sheet if necessary. For “dates” , give starting and ending dates to get credit for the time worked.

Dates	Location	Job description	Supervisor

IV. Disclosures and Counseling Information

If you are accepted into the Veterinary Technology Program, you may be required to obtain and submit the results of a physical examination by a physician of your choice. The purpose of this would be to verify that no health problems exists which might potentially be detrimental to your safety or well-being, or to the safety and well-being of clinical staff, clients, or patients at internship sites. The requirement for such health verification is at the discretion of the Program Director and /or clinical internship supervisor.

_____ I understand (please initial)

Before official admission into the Veterinary Technology Program, you must submit proof of tetanus immunization within the last seven (7) years.

_____ I understand (please initial)

Veterinary Technology Program students are periodically assigned course work, field work or clinical activities at veterinary hospitals, humane societies, colleges other than Mesa Community College or other sites removed from campus. These assignments may involve non-school hours or days, including holidays and weekends. The student is responsible for their own transportation to these off-campus sites.

_____ I understand (please initial)

Veterinary Technology Program students (as a group) are required to provide care to resident teaching animals and cleaning/maintenance of teaching laboratory facilities seven days a week, including weekends and holidays, throughout the school year.

_____ I understand (please initial)

Veterinary Technology Program students are expected to maintain professional appearance, dress, behavior and attitude at all times when engaged in Program activities. Program activities include, but are not limited to, classroom lectures, laboratory activities, animal care, field trips and other required off-campus activities including internships. Dress code and attendance standards are set by the Program Director and faculty and/or by internship sites. Please see attached "Minimum Technical Standards", the "Statement of Attendance Policy" and the "Program Policy on Personal Appearance and Attire" and initial all of them.

_____ I understand (please initial)

V. Transcripts and Immunization Verification

You **must** attach to this application unofficial transcripts from ALL colleges attended if any course taken at that college is to be considered as fulfilling Veterinary Technology Program required coursework.

You **must** attach to this application proof of tetanus toxoid immunization within the last seven (7) years.

Your application will be considered incomplete and will not be evaluated without unofficial transcripts and proof of immunization attached.

VI. Letters of Recommendation

To aid us in the evaluation of applicants for experience and aptitude, you are asked to attach to this application (3) three signed letters of recommendation. These recommendation letters are considered an integral part of the application and its evaluation. Each letter must include a contact phone number or e-mail address at which the Program could contact the recommending party. One letter is requested from a college instructor from whom you have taken a course. One letter is requested from a supervisor or other responsible person representing a site where you obtained animal experience. One letter is requested from a responsible adult other than an immediate or extended family member who has been acquainted with you for at least 3 years.

You may submit the application by bringing it to the Technology Department office in the TC50 building and requesting it be placed in Dr. Focht's mailbox. Please request a date and time notation be placed on your application by office staff.

Note: You **must** have submitted the completed application and associated documents **and** be officially notified of your acceptance into the Veterinary Technology Program **before** you will be allowed to attend Program courses, including ANS112 and any ANH courses. It is to your advantage to submit your completed application and all associated documents as soon as possible.

Deadline for submission of all applications is Friday, May, 5, 2017, to be considered for possible admission to the Fall 2017 class.

I hereby certify that all information provided in the application and attached documents is truthful, accurate and complete. I understand and will comply with all items listed under Disclosures and Counseling Information.

Signed: _____ **Date:** _____

Please print your name: _____