



## **READMISSION/TRANSFER/ADVANCED ENTRY RESPIRATORY THERAPY APPLICANT ADMISSION REQUIREMENTS**

Applicants with prior Respiratory Therapy credits from a diploma, associate degree or baccalaureate Respiratory Therapy program may be eligible for readmission/transfer/advanced entry. Applicants who have not successfully completed any curriculum Respiratory Therapy courses must apply for basic entry into the Respiratory Therapy program. Readmission/advanced entry at any level beyond the first semester will be based on space availability, prior progression of coursework, and the following procedures:

### **Eligibility:**

Readmission applicants must have successfully completed at least RCP 110 and RCP 113.

Readmission applicants must begin the program within two years of having exited a Respiratory Therapy program. Applicants who exceed the two-year limit must apply as a new applicant for the first semester of the program (basic entry).

Readmission is defined as re-entry at any point beyond the first semester.

Advanced entry applicant must be credentialed and currently employed as a Certified Respiratory Therapist and have a minimum of five years of experience in respiratory care verified by his/her current employer(s). In addition, they must have completed an accredited one-year diploma program in Respiratory Therapy. An official transcript from each college, university, or post-secondary institution attended must be sent to the Student Services Office.

Applicants who have had two or more unsuccessful (withdrawal or failure) enrollments in a Respiratory Therapy program are not eligible for readmission/advanced entry (must apply for basic entry). Students will only be allowed to be readmitted one time in a RT program.

Please Note: If you are wanting to transfer or be readmitted into the final semester of the RT program, you will be asked to audit RCP 210 and RCP 214 during the fall semester before beginning the final semester of the RT program. This requirement will require you to meet fall Readmission/Transfer/Advanced Standing admission deadlines before being permitted to audit RCP 210 and RCP 214. Please remember, the ability to audit will be based upon meeting Readmission/Transfer/Advanced Standing admission requirements and space availability.

**Readmission/Transfer/Advanced Entry Deadline:** Applicants must submit an application to the Student Services Office and all admission requirements must be completed by the following deadline dates in order to be considered for readmission/advanced entry to the Respiratory Therapy program.

### **Spring/Summer/Fall 2020 deadline dates for readmission/transfer/advanced entry include:**

**Spring Deadline Date: January 3, 2020**

**Summer Deadline Date: May 31, 2020**

**Fall Deadline Date: May 31, 2020**

**All admission requirements must be successfully completed by the applicable deadline date listed above in order to be considered for readmission/advanced entry to the Respiratory Therapy program for Spring/Summer/Fall of 2020.**

## **PART I: MINIMUM ADMISSION REQUIREMENTS**

**The following steps must be completed, these steps are detailed throughout the remainder of this packet:**

- \_\_\_\_\_ 1. Completion of a WCC Application Indicating Respiratory Therapy as your Program of Study-Noting Readmission/Transfer/Advanced Standing**
- \_\_\_\_\_ 2. Completion of Placement Test or Satisfactory Exemption**
- \_\_\_\_\_ 3. Respiratory Therapy Information Session**
- \_\_\_\_\_ 4. Completion of High School Diploma or Recognized Equivalent**
- \_\_\_\_\_ 5. Submission of Official Transcripts**
- \_\_\_\_\_ 6. Required Courses**
- \_\_\_\_\_ 7. Successful Completion of a MAR Review**
- \_\_\_\_\_ 8. Successful Completion of the Respiratory Therapy Aptitude Test**

**1. Completion of a WCC Application**

Submit a WCC application for admission [www.wilkescc.edu/how-to-get-started/new-students/](http://www.wilkescc.edu/how-to-get-started/new-students/) indicating Respiratory Therapy as your intended program of study. Applicants submitting an online admission application should contact Wanda Shore at [336-838-6135](tel:336-838-6135) or [wsshore876@wilkescc.edu](mailto:wsshore876@wilkescc.edu) to indicate that the application should be marked as **readmission/transfer/advanced entry**. Applicants may only apply for two limited-admission programs in each academic year. WCC limited-admission programs include: Associate Degree Nursing, Dental Assisting, Emergency Medical Science, Radiography, Respiratory Therapy and Regionally Increasing Baccalaureate Nurses (RIBN).

**1. Completion of Placement Test**

All applicants must demonstrate English, Reading, and Math Competencies to be eligible for program consideration. Please see admission advisor to review required competencies. Please note that there are several changes that have occurred in the past year and changes may continue to occur as we transition to a new NC Initiative, RISE. Although the Student Services Office makes every effort to keep the information current, it is the responsibility of the student to obtain the most current admissions information for the program and term for which he/she has applied.

Successfully complete or exempt the Placement Test by meeting one of the options below:

- Minimum required NCDAP placement test scores.
- College level English and math courses with applicable prerequisites.
- Meets Multiple Measures criteria for recent High School graduates.
- SAT/ACT scores:

SAT (Pre-March 2016)	SAT (March 2016 and forward)	ACT
Reading 500 or Writing 500	Reading & Writing 480	Reading 22 or Writing 18
Math 500	Math 530	Math 22

Please follow the link below for more details regarding exemption options, Multiple Measures policy, scheduling a testing appointment, and study materials: <https://www.wilkescc.edu/placementtesting/>

Applicants requiring special testing accommodations due to a disability must contact the Disability Services Office at (336) 838-6560 at least 10 working days prior to testing.

**2. RT Information Session**

Attend a mandatory one-on-one RT Information Session with Callie McCraw to review the application process. To register for an information session, please contact Callie McCraw at (336) 838-6459 or [cnmccraw850@wilkescc.edu](mailto:cnmccraw850@wilkescc.edu). You must complete an admission application for RT before registering.

**3. Completion of High School Diploma or Recognized Equivalent**

High school diploma or recognized equivalent must be completed before entry into the program.

**4. Submission of Transcripts**

RT applicants must submit official high school, GED or Adult High School and official college transcripts at each educational institution attended. An official transcript is defined as a transcript that is received by the Student Services Office in a sealed envelope with the official school seal.

**5. Required Courses**

Applicant must successfully complete the following required courses with a grade of “C” or better. The following two classes must be completed before the applicant can schedule a MAR review:

- a) One year/credit of a high school biology or BIO 110 or BIO 111 & BIO 112
- b) One year/credit of a high school chemistry or CHM 130 & CHM 130A or CHM 151 & CHM 152

- Please note that credit by exam will not be accepted for the required courses.

**6. Successful Completion of a MAR (Minimum Admissions Requirements) Review**

When a student has met all the minimum admission requirements, he/she must contact the Health Sciences Admission Advisor, Callie McCraw, at [cnmccraw850@wilkescc.edu](mailto:cnmccraw850@wilkescc.edu) or 336-838-6459 to schedule a MAR review appointment. This process is being used to verify that all of the above criteria has been met and satisfied. Applicants not completing a MAR review will not be considered for admission to the program. A MAR review must be completed before arrangements for the Respiratory Therapy aptitude test can be made with the Program Director/Lead Instructor of the Respiratory Therapy program, Billy Woods.

**7. Successful Completion of the Respiratory Therapy Aptitude Test with the Program Director/Lead Instructor of the Respiratory Therapy Program, Billy Woods**

Any applicant seeking readmission/transfer/advanced standing after the first semester will be required to take a test of Respiratory Therapy aptitude. This test will cover all successfully completed coursework prior to withdrawal. Applicants will be required to meet minimal competency appropriate for the point of reentry.

## **PART II: RANKING/SELECTION PROCESS**

1. **GPA:** Grades from the following most recently completed courses (Section A, Section B, and Section C) are used to determine a Grade Point Average (GPA) and the GPA is then converted into a point value (based upon an educational records points table).

**Section A-**Required high school or community college courses:

High school biology <i>or</i> BIO 110 <i>or</i> BIO 111 & BIO 112
High school chemistry <i>or</i> CHM 130 & CHM 130A <i>or</i> CHM 151 & CHM 152

**Section B-**General education courses in the RT curriculum: (Grades from any of the below general education courses that have been completed by the deadline date will be included in the GPA calculation.)

BIO 163 – Basic Anatomy and Physiology
ENG 111 – Writing and Inquiry
ENG 112 – Writing/Research in the Disc
PSY 150 – General Psychology
COM 231 – Public Speaking
CIS 110 – Introduction to Computers
Humanities/Fine Art Elective (One 3 credit hour course; cannot be a Foreign Language)

**Section C:** Successfully completed RT coursework will also be included in the GPA calculation.

RCP 110 - Intro to Respiratory Care
RCP 111- Therapeutics/Diagnostics
RCP 112 – Patient Management
RCP 113 – RCP Pharmacology
RCP 115 – C-P Pathophysiology
RCP 135 – RCP Clinical Practice I
RCP 144 – RCP Clinical Practice II
RCP 155 – RCP Clinical Practice III
RCP 210 – Critical Care Concepts
RCP 211 – Adv Monitoring/Procedures
RCP 214 – Neonatal/Peds RC.
RCP 215 – Career Prep-Adv Level
RCP 237 – RCP Clinical Practice IV

**GPA Calculation:**

- a) When calculating your program GPA, the required courses (Section A) and the general education courses completed by the MAR review date (Section B and Section C) are calculated.
- b) Grade points are awarded based upon the following scale:

A	4 Grade Points
B	3 Grade Points
C	2 Grade Points
D	1 Grade Point
F	0 Grade Points

- c) The grade points earned for the 2 required classes (Section A), any general education classes completed (Section B), and successfully completed RT coursework (Section C) are tallied and divided by the total number of courses completed.

Please Note: If an applicant has a “D” or “F” in any course within Section B then the course will count in the point system, but will not fulfill RT degree requirements.

If BIO 163, 165, 166, 168, or 169 (or an equivalent course) has been successfully completed prior to entry into the Respiratory Therapy program, it must have been completed within five years from the first day of the Fall semester of entering the program. Otherwise, the credits will be considered to have expired and will not count towards fulfilling Respiratory Therapy program requirements and will not count in the Respiratory Therapy admission point system.

If an applicant has completed the two required courses (Section A) in high school or college with a grade of “C” or better, the applicant has met the admission requirement. However, if the student repeats the college equivalent for a particular course within Section A and receives a “D” or “F” then the most recent grade will count within the point system.

**Total Points for Ranking**

Applicants with the highest points will be accepted. The exact number of applicants accepted depends on the available spaces in the program. In case of applicants with the same number of earned points, the applicant with the earlier MAR review date will be ranked higher. If a tie still exists, the applicant with the earlier application date will be ranked higher.

**NOTIFICATION PROCEDURE**

**Accepted applicants will be notified by the program director. Notification letters will be mailed to all alternates.** Applicants who did not meet the minimum requirements, were not accepted or declined admission and wish to be considered for the next available class must:

- 1. Submit a new application
- 2. Attend another information session
- 3. Complete all admissions requirements for that application year

**CPR/MEDICAL FORM**

Applicants selected for readmission/transfer to the RT program must furnish documentation of the following steps to the Clinical Education Coordinator prior to beginning classes:

- a. Evidence of current CPR certification (must be American Heart Association Healthcare Provider).
- b. Submission of the Wilkes Community College Student Medical Form which must be completed by a physician, physician assistant, or nurse practitioner.

### Notice of Criminal Background Check

Applicants admitted to the program will be required to submit criminal background checks and drug screenings as directed by affiliated clinical agencies. A criminal background check and drug screen is required by some agencies before clinical placements which are necessary to complete the Respiratory Therapy program. Students who are unable to complete required clinical placements will be dismissed from the program for failure to make satisfactory progress. Individuals completing the Respiratory Therapy program are eligible to apply to take a licensing examination, which they must pass in order to receive a license to practice. The licensing board **does require** information regarding conviction of a felony and/or misdemeanor and/or current charges on the application for licensure and **MAY DECIDE NOT TO LICENSE** an individual based on the result of an investigation of those particular charges.

**Please Note: To maintain enrollment in the Respiratory Therapy program, a student must earn a “C” or better in all courses required for the degree. The first “D” or “F” earned will result in a student being withdrawn from the program.**

Be advised: When considering whether to admit an undocumented immigrant into a specific program of study, community colleges shall take into account that federal law prohibits states from granting professional licenses to undocumented immigrants. Applicants lawfully present in the United States shall have priority over any undocumented immigrant in any class or program of study when capacity limitations exist. Please note, these procedures comply with numbered memo CC10-26, which was published by the North Carolina Community College System on July 12, 2010.

### **REMEMBER TO KEEP CONTACT INFORMATION CURRENT!**

Notify the Student Services Office/RT Admissions immediately if you change your mailing address, home phone, work phone, or cell number, etc. Otherwise incorrect information may result in our inability to contact you regarding admission. Wilkes Community College (WCC) reserves the right to change curriculum and admission requirements without prior notice. Although the Student Services Office makes every effort to keep the information current, it is the responsibility of the applicant to obtain the most current admissions information for the program and term for which he/she has applied.

**For any questions concerning the process or requirements please contact:**

**Callie McCraw**  
Health Sciences Admissions Advisor  
(336) 838-6459  
[cnmccraw850@wilkescc.edu](mailto:cnmccraw850@wilkescc.edu)

**Billy Woods**  
Dean of Health Sciences &  
Program Director/Lead Instructor of the Respiratory Therapy program  
(336) 838-6496  
[wdwoods000@wilkescc.edu](mailto:wdwoods000@wilkescc.edu)

## Associate Degree Respiratory Therapy General Education Courses and Course Substitutions

Related Course in Curriculum	Course Approved for Substitution for the Respiratory Therapy Program
ACA 115	ACA 122 (must complete the course with a grade of “C” or higher)
BIO 163	BIO 168 & BIO 169 or BIO 165 & BIO 166 (must complete the course with a grade of “C” or higher)
ENG 112	ENG 113 or ENG 114 (must complete the course with a grade of “C” or higher)
COM 231	COM 120 (must complete the course with a grade of “C” or higher)

- If BIO 163, 165, 166, 168, or 169 have been completed prior to entry into the nursing program, they must have been completed within five years from the first day of the fall semester of entering the program. Otherwise the credits will be considered to have expired and will not count towards fulfilling program requirements and will not count in the nursing point system.

Your faculty advisor must request that the substitution be made, and it must be approved by the Health Sciences Dean, Billy Woods. **You should always consult with your advisor before taking a course other than the course required in the Respiratory Therapy program plan. You may be required to provide a course syllabus for courses other than the one required by your program.**