



LAWRENCEVILLE | ALPHARETTA-NORTH FULTON

## Respiratory Care Degree Application Instructions

**Spring 2018 Cohort**

**Priority Application Deadline: October 10, 2017**

- Step 1:** Print the attached **Respiratory Care Degree** Application Form. Read the instructions and application requirements carefully.
- Step 2:** Review your Gwinnett Tech Transcript to confirm that all prerequisites are accurately reflected.

**To review & print your Gwinnett Tech academic transcript:**

- Log on to [www.gtc-web.org](http://www.gtc-web.org)
- Click on "Student/Faculty Secure Area"
- User ID: Enter your student ID or social security number (without hyphens)
- PIN: Enter your birth date in 6-digit format (MMDDYY).
- Click on "Student Services and Financial Aid"
- Click on "Student Records"
- Click on "Academic Transcript"
- Click on "Submit"

**NOTE:** If any pre-requisites have been taken at other institutions and are not reflected on your Gwinnett Tech transcript, please e-mail [RegistrarsOffice@GwinnettTech.edu](mailto:RegistrarsOffice@GwinnettTech.edu) so that any missing prerequisite issues can be corrected well before the Priority Application Deadline of **October 10, 2017**.

- Step 3:** Complete the **Respiratory Care Degree** Application Form with all required information. Be sure to attach an unofficial copy of your **Gwinnett Tech transcript** which you have printed from [www.gtc-web.org](http://www.gtc-web.org).
- Step 5:**

Submit completed application packet to the Healthcare Enrollment Team in Building 100, no later than the Respiratory Care Degree Application deadline, **October 10, 2017**. Incomplete application packets will not be accepted.

*Commission on Accreditation for Respiratory Care*

*The Gwinnett Technical College Respiratory Care Program is accredited by the Commission on Accreditation for Respiratory Care ([www.coarc.com](http://www.coarc.com)): Bedford, Texas 76021-4244*

*(817) 283-2835*

*Commission on Accreditation for Respiratory Care Programmatic Outcomes Data: <http://www.coarc.com/47/html>*

## Gwinnett Technical College Respiratory Care Degree Competitive Selection Application

**Spring 2018 Cohort**  
**Application Deadline: October 10, 2017**

Please complete the Competitive Selection Application and attach all required documents.  
Neither the Competitive Selection Application nor supporting documentation will be accepted after the deadline.  
Documents must be submitted as a complete packet and may not be submitted individually.

Applicant Information			
<b>Student ID #:</b>	_____ - _____ - _____	<b>Date Submitted:</b>	__ / __ / __
<b>Full Name:</b>			
	<i>Last</i>	<i>First</i>	<i>M.I.</i>
<b>Address:</b>			
	<i>Street Address</i>		<i>Apartment/Unit #</i>
<i>City</i>		<i>State</i>	<i>ZIP Code</i>
<b>Home Phone:</b>	( _____ ) _____ - _____	<b>Cell Phone:</b>	( _____ ) _____ - _____
<b>E-mail Address:</b>			

*Student must be currently enrolled or admitted to the Healthcare Science certificate pursuing admission to the Respiratory Care Degree program.*

	YES	NO	N/A
1. Have you submitted an official transcript to Admissions from all colleges previously attended?			

*For staff use only*

Student has an active admissions file	All previous transcripts have been received
Student is in good academic standing	Student has in-progress prerequisite courses.
Student has completed all prerequisite courses with a 2.5 GPA or higher.	# in-progress courses.

## Gwinnett Technical College Respiratory Care Degree Competitive Selection Application

The Respiratory Care Degree program requires the following courses to be completed or “in-progress” by the application deadline. Each course must be completed with a minimum grade of “C”. Applicants completing all required prerequisites by **October 10, 2017** will be given priority in the competitive selection process. In addition to earning a minimum grade of “C” in each course, an overall GPA of 2.5 must be earned in the required prerequisite courses for this **initial screening process**. A student may retake a course, but only the most recent attempt will be considered in this **initial screening process**. **Note: The final selection process will include an overall GPA calculation of all attempts of prerequisite courses.**

Please identify where and when each course was completed, and the letter grade attained or indicate the course is “in-progress”. If you repeated a required course, please list information related to the **most recent attempt only**. Gwinnett Tech must have an official transcript on file for each college previously attended. Please view your Gwinnett Tech academic transcript through Self-Service BANNER Web to find the Semester and grades for specific courses completed or “in-progress”. Students with “in-progress” course(s) at another institution must provide an unofficial copy indicating courses are “in-progress” attached to this packet.

**\*Remember to list all prerequisite courses completed. Mark as “in progress” the prerequisite courses you are currently enrolled in. Complete the GPA calculation portion of the chart for completed courses only.**

Required Course	College Where Completed	Semester Completed	Letter Grade Earned	Grade Points (Enter appropriate points from key to the right.)	Column A	Column B	Grade Point Key
					Number of Credit Hours (Add hours from each class and enter total on line below)	Enter Product of last 2 columns (Multiply Grade points by number of credit hours)	
BIOL 2113*					3		A = 4
BIOL 2113L*					1		B = 3
BIOL 2114*					3		C = 2
BIOL 2114L*					1		
BIOL 2117*					3		
BIOL 2117L*					1		
CHEM 1211**					3		
CHEM 1211L**					1		
ENGL 1101					3		
MATH 1111					3		
				<b>Total:</b>			
Enter total from Column B		÷	Enter total from Column A		=		

**\*Course must be completed within five years of the competitive program File Completion deadline. \*\*Course must be completed within ten years of the competitive program Application deadline.**

- I understand this application, along with all course information and supporting documents must be received by the Healthcare Enrollment Support Team in Building 100 by the application deadline **October 10, 2017**.
- I understand courses from Area II, Area IV, and FYES 1000 (unless exempt) are encouraged to be completed prior to program start.
- I have attached an unofficial copy of my Gwinnett Technical College transcript which I have printed from [www.gtc-web.org](http://www.gtc-web.org) and I have confirmed that all courses and grades listed above are accurately reflected therein.
- I understand completion of prerequisite courses and meeting other minimum requirements does not guarantee selection to the Respiratory Care Degree program, as there are a limited number of seats available in the occupational and clinical courses. I understand candidate selection is based on a competitive selection process.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_