

Health Applicant Counseling Session



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Phases

- There are two phases to the health application process.
 - Phase I – General FTCC admissions. Most of this information applies to all FTCC students.
 - Phase II – Health Application Process. This is a second and separate step that only applies to health applicants, like you!



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Phase I

- General Admission Application
- Financial Aid
- High School Transcript
- College Transcript(s) (if you are seeking transfer credit)
- Placement Entry Assessment
- Counseling Session (group or individual)



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Phase I

- General Admission Application
 - All students are required to submit an FTCC application. Even if you have previously attended, and are not a current student, you will need to submit an application to reactivate your file. You may submit it online at www.faytechcc.edu. To avoid delays, complete every question.



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Phase I

- General Admission Application (cont)
 - Approximately 3 business days after you complete your application, you will receive a letter via U.S. Post instructing you on activating your student email account.

*****DO IT!!*****



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Phase I

- General Admission Application (cont)
 - Please note that if you complete an application for admissions, but do not take classes with FTCC:
 - You will still have an FTCC student email account
 - You will need to reapply if you do not take classes within one semester of your first application date.



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Phase I

- Financial Aid
 - To apply for grants, scholarships, loans, and work-study opportunities:
 - Complete the FAFSA Worksheets that can be found online or in the Student Center room 137.
 - Complete & submit the FAFSA online at www.fafsa.ed.gov using the FTCC school code: 007640.
 - Check your FTCC email account for further notifications and requests for documents.



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Phase I

- Proof of High School Completion
 - EX: High School Transcript, GED, Adult High School.
 - ATTENTION: GED and Adult High School Graduates:
 - Even if you did not complete high school, you may have courses on your high school transcript that may help you in this competitive process. Submit them anyway!



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Phase I

- College Transcript(s)
 - If you wish to receive transfer credit from previously attended colleges, contact those colleges and request that they send an official transcript to the Admissions Office.
 - Transfer credit will only be applied to your transcripts if you submit official college transcripts.
- Transcript Request Forms are online.
- Check WebAdvisor (see next slide).



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WebAdvisor is your personal FTCC “Web Page”

- WebAdvisor lists transfer credit accepted
- courses needed toward your major
- Financial aid information
- Advisor information
- And MUCH more!!!!!!
- <https://webadvisor.faytechcc.edu/>



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Student Email

- Upon completion of your Application for Admissions, you will receive via U.S. Post, a letter with your Student ID number and instructions on how to log in to your student email account.
- Please sign into your student email account as soon as you get this letter in the mail. If you do not receive a letter within 10 business days of completing your application, contact the admissions office at 910-678-8473.
- **This is essential**... you will only receive information via your Student Email account. Very limited information will be sent to you via U.S. Post.



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Phase I

- Placement Entry Assessment
 - Call the Testing Office at (910) 678-8417 to schedule an appointment for the Accuplacer. Appointments are also available at the Spring Lake Campus and the Ft. Bragg Center. The results will be used to determine health program eligibility. If you completed the assessment at another institution, please have the scores sent to the FTCC Testing Office.
 - Please note that test scores are only valid for **3 years**. If you do not take the recommended developmental courses, you may be required to retest.
 - You may only test **twice** in a 3 year period.



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Phase I

- Counseling Session
 - Meet with an FTCC Counselor to discuss career choice, placement assessment results, prerequisite requirements, and the competitive nature of being selected for an FTCC Health Program.



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Next....

- The following slides present the next phase in the Health Admissions Process. We call this Phase II.
- But first:
- We start with **Definition Slides**, please read them carefully!



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Definitions

- ***Prerequisite*** – Courses that are taken **BEFORE** you are eligible to compete for a seat in a Health Program. Most often they are high school courses. These vary depending on the program; see your advisor each semester for changes/updates to the prerequisites
- ***Developmental Courses*** – numbered under 100 such as, MAT 070, ENG 080, RED 090....etc.
- ***Related Courses*** – Courses that are part of the program you are applying for such as ENG 111.
- ***Related Science Courses*** – Science courses that are part of the program you are applying for such as BIO 169.



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Definitions

- **Category I:** Applicant met the January 30 deadline and all eligibility requirements and are selected before Category II candidates.
- **Category II:** Applicant either
 - (a) missed the deadline or
 - (b) is enrolled in the last developmental and/or prerequisite course(s), which must be successfully completed before entry
- Category II candidates are selected on a space available basis.



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Definitions

- **Cumulative GPA:** Grade Point Average of all coursework attempted and completed at FTCC.
 - *If you have taken courses in the past that have no relationship to your current degree, the grades you earned in those courses are counted in your Cumulative GPA.*
- **Major GPA:** Grade Point Average of courses that are specifically related to your current desired degree plan.
 - *Courses taken in the past that have no relationship to your current desired degree plan are NOT counted in your Major GPA.*
 - *Ex: related courses are what we use to calculate your Major GPA and your competitive points!*



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What??

- **Why do I care about prerequisites, developmental courses, and related courses?**
 - **Prerequisite** courses must be completed prior to entry into the program; without them, you cannot compete for a seat in your chosen program.
 - **Developmental** courses often help you complete the prerequisite course requirements, and if your test scores place you in developmental courses, you must take them or you will be ineligible to compete for a seat in your chosen program.
 - **Related** courses give you the points you need to compete for a seat in your chosen program!!!



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Moving On...

- The next slides go over the process(es) that are essential to the competitive process at FTCC.
- Please read them carefully. If they are not clear the first time you go through, go back and read the **definition slides** again. Then re-read the presentation.



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Basic (but important) Information...

- There is **no waiting list** to get into a health program at FTCC.
- Health programs at FTCC have limited seats; therefore, we use a **competitive process** to help us place students in those limited seats.
- Grades earned in specific/**related** courses are used for the **competitive process**. The higher the grade; the higher the competitive points.
- **But first...** Students must meet certain **requirements** before they can even begin the **competitive process** to compete for a seat in their chosen program.



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On to Phase II

LET'S TALK ABOUT THE
PHASE II PROCESS
AND THOSE
“REQUIREMENTS”!!



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Phase II

Here is a list of the points we will be covering in the rest of the presentation:

- Health Program Application (HPA)
- Eligibility to compete
- Calculation of Quality/Competitive Points
- Program Information Session
- Selection & Status Notification
- Selected Candidate Online Response Form
- Online Approval Packet/Medical Form
- Minimum GPA & Departmental Requirements
- Registration



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Phase II (HPA)

- Health Program Application (HPA)
 - Phase I must be completed before starting Phase II.
 - **Deadline** is **January 30** of each year.
 - Application is for the following **Fall** semester.
 - If not selected, applicants must **reapply** each year because there is no waiting list.



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Phase II

- Where (when) do I go to complete the HPA???
 - HPAs are submitted **electronically** at computer terminals located at the Main Campus Counseling Services area and at the Spring Lake Campus.
 - The HPA process opens in October.
 - **This is a different application than the one completed in Phase I.**
 - **And.....**



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Phase II

- Once you have entered your information on the terminal, you will be given a **print out** that serves as your **receipt of application.**



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Phase II

Read it!!!

- It tells you:
 - Important deadlines for appeals
 - Reminds you of course expiration dates
 - Reminds you about test score expiration dates



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Phase II

Keep it!!!

- It is your proof that you applied for a program on that date!

But Am I Eligible???

The next few slides go over your eligibility to compete



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Phase II Eligibility

- Admissions Requirements
- Prerequisites
- Minimum GPA
- Multiple Attempts on Courses
- Time Limits on courses
- Category I (one) & Category II (two) Candidates



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Phase II

Eligibility (cont)

- Admissions Requirements
 - All admissions requirements outlined in Phase I must be completed by January 30. Failure to do so **may make you ineligible** to compete for a health program as a Category I.



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Phase II

Eligibility to Compete (cont)

- Prerequisites

- Each health program area has specific prerequisite courses. These are listed online and in the catalog and in the following slides. The most recent and up-to-date list of a program's prerequisites can be found online.
- Prerequisites are at the **high school** level and must be completed with at least a grade of C.



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Phase II

Eligibility to Compete (cont)

- Prerequisites

- If not successfully completed in high school, then developmental or college level equivalent courses may substitute.
- Prerequisites do not have expiration dates.
- All prerequisites must be completed by January 30th of each academic year for applicant to be a Category I.



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Program Prerequisites

PROGRAM	C.N.A. I*	TEAS**	H. S. ALGEBRA I	H. S. ALGEBRA II	HIGH SCHOOL BIOLOGY	HIGH SCHOOL CHEMISTRY
Associate Degree Nursing	√	√	√		√	√
Physical Therapist Assistant			√	√	√	√
Radiography			√	√	√	√
Dental Hygiene			√		√	√
Nuclear Medicine	√		√		√	√
Respiratory Care			√		√	√
Practical Nursing			√		√	√

*Students must be on the NC C.N.A. Registry by January 30 of their competitive year. C.N.A. components must include classroom, laboratory, and clinical.

**For further information about the TEAS, contact the Nursing Department Chair



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Program Prerequisites (cont)

PROGRAM	C.N.A. I*	TEAS**	H. S. ALGEBRA I	H. S. ALGEBRA II	HIGH SCHOOL BIOLOGY	HIGH SCHOOL CHEMISTRY
Speech-Language Path. Asst.			√		√	
Emergency Medical Science (DEG)			√		√	
Surgical Technology			√		√	
Pharmacy Technology			√		√	
Dental Assisting					√	
Emergency Medical Science (DIP)					√	
Central Sterile						
Emergency Medical Science (C)						



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Phase II

Eligibility (cont)

- What if I did not have the previous Prerequisites in High School?
 - The following Developmental Courses substitute for high school prerequisites:
 - » Algebra I = MAT 070
 - » Algebra II = MAT 080
 - » Biology = BIO 092
 - » Chemistry = CHM 081 & 082

But what if I want to take College courses to satisfy prerequisites?



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Phase II

Eligibility (cont)

- Prerequisites

- The following *College Courses* substitute for high school prerequisites:

- » Algebra I = MAT 115, MAT 140, and higher

- » Algebra II = MAT 161, MAT 171, and higher

- » Biology = BIO 110, BIO 111

- » Chemistry = CHM 135 & 136 or CHM 151 & 152



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Phase II

Eligibility (cont)

- Minimum GPA
 - For all programs, the minimum **cumulative** (overall) GPA is 2.0.
 - For Degree Programs, the minimum **major** GPA is 2.5.
 - For Diploma and Certificate Programs, the minimum major GPA is 2.0.
 - Minimum GPAs must be maintained throughout the selection process to include the Spring and Summer semesters.



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Phase II

Eligibility (cont)

- Multiple Attempts on Courses
 - Developmental, Prerequisite, and Related Science courses may only be attempted **TWICE**.
- Attempts include grades of A, B, C, D, F, U and I.

NOTE: W, WP, WF count as attempts.

*****YES “W” counts as an attempt*****



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Phase II

Eligibility (cont)

- Time Limits
 - Entrance Assessment
 - Entrance assessment scores are valid for 3 years
 - If you do not take the recommended developmental courses (ex. MAT 070), you may be required to retest.
 - Courses
 - Related Science Courses are valid for 5 years.
 - Technology Courses (e.g., computers) are valid for 7 years.



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Phase II

- Calculation of Competitive Points
 - There are **ONLY** two ways to earn competitive points:
 1. Grades in Related courses
 2. Information Session (discussed later)



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Phase II

Calculation of Competitive Points

- You will **NOT** be awarded points for:
 - Meeting the deadline;
 - Completing prerequisites;
 - Completing the valid assessment/developmental courses;
 - Meeting the GPA requirements;
 - Not exceeding the multiple attempts
- But you will be a **Category I**



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Phase II

- Calculation of Competitive Points
 - Calculation of Competitive Points
 - The only courses used to calculate Competitive Points for selection purposes are **Related Courses**.
 - Each Course is worth a certain number of Semester Hours of Credit (SHC).
 - Each Grade has a numeric value (A=4; B=3; C=2; D=1; F=0).



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Phase II

- Eligibility & Calculation of Competitive Points

Course	SHC	Grade	Competitive Points
ENG 111	3	A (4)	12
ENG 115	3	B (3)	9
PSY 150	3	C (2)	6
		Total	27 CP



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NOTE

- If your program requires CIS 113 (1 SHC) and you take CIS 110 (3 SHC) **points will only be calculated for CIS 113.**

You will not receive extra points for taking the higher level class.

Course	SHC	Grade	Competitive Points
CIS 110	3 <small>Only counted as</small> 1	A (4)	1X4=4
ENG 115	3	B (3)	9
PSY 150	3	C (2)	6
		Total	19 CP



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NOTE

- If your program requires BIO 175(3 SHC) and you take BIO 275(4 SHC) points will only be calculated for BIO 175

You will not receive extra points for taking the higher level class.

Course	SHC	Grade	Competitive Points
BIO 275	4 <small>Only counted as</small> 3	A (4)	3X4=12
ENG 115	3	B (3)	9
PSY 150	3	C (2)	6
		Total	27 CP



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Then what?????

Health Applicant Rating Form (HARF)

- Applicants will receive a HARF in their student email account during the first week of March.
- This HARF will have important things on it:
 - Eligibility
 - Total Points (before information session)
 - Category status
 - Health GPA



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HARF (cont)

If you disagree with the information on the HARF you have 10 days from the date your HARF was sent to appeal.

NOT:

10 days from the time you opened your email and found your HARF!



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How to Appeal?

- Go to Counseling Services and fill out an appeal form.
- Go online and fill out an appeal form.

*****Phone calls, walk-ins, and email inquiries will not be considered an official appeal!!!!***

- You will be notified via student email of the decision.



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Phase II

- Program Information Session
 - After competitive points are calculated for eligible applicants, the Category I Candidate list is created for each program area and sent to each department chair. (Note: Category II Candidate lists are sent at the request of the department chair due to needing more candidates.)
 - Each department schedules a mandatory Program Information Session during March or April.



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Phase II

- Program Information Session
 - The department sends email regarding date and time of information session.
 - Attendance is mandatory.
 - Candidates may earn up to 15 additional points. These additional points are at the discretion of each individual department. Information concerning each department's criteria for awarding credit can be found on the departmental website.



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Phase II

- Final Calculation of Competitive Points
 - After conducting the Program Information Sessions, each health department chair notifies Counseling of the amount of Information Session Points to award each attendee.



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Phase II

- Final Calculation of Competitive Points
 - **Candidates who did not attend the mandatory information session are ineligible** and removed from the competitive process
 - For each candidate in each program, the Information Session Points are added to the competitive points. This results in the candidate's final competitive points for the desired program.
(See next slide)



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Phase II

- Calculation of Competitive Points

Course	SHC	Grade	Competitive Points
ENG 111	3	A (4)	12
ENG 115	3	B (3)	9
PSY 150	3	C (2)	6
Total CP			27
Information Session Points			15
Total Competitive Points			42



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Phase II

- Selection & Status Notification

- Selection

- Within each health program, the candidates are listed from highest points to lowest points on a spreadsheet.
- Each program has a limited number of available seats (capacity). The admissions office counts down from the highest points to the number of available seats.

(see next slide for fictitious example of this process)



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Phase II

	Name	Total Competitive Points	
1	Sally Student	101	Selected
2	Susie Student	93	Selected
3	Sam Student	91	Selected
4	Stephanie Student	90	Selected
5	Sheila Student	82	Selected
6	Sherry Student	62	Alternate
7	Steven Student	52	Alternate
8	Sylvester Student	6	Not selected
9	Sylvia Student	3	Not selected

*Number of available seats for this **fictitious** sample program is 5



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Phase II

- **Please note:**

- Department Chairs **will not have** student's admissions status at this time; please do not contact that office directly.
- For questions regarding your selected or alternate status, refer to Counseling Services.



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Phase II

- Selection & Status Notification
 - Selection
 - The candidates with the next-highest competitive points are placed on an alternate list (usually about 10 candidates). If a seat becomes available, then the next alternate will be contacted for selection.
 - All other candidates are not selected and must reapply for the next year.
 - Status Notification
 - **All candidates are notified by FTCC student email of their selection status (selected, alternate, not-selected) during the first 2 weeks of May. Paper letters will not be sent.**



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Phase II

- Selected Candidate Online Response Form
 - Selected Candidates are notified by FTCC student email the first 2 weeks in May.
 - Candidates have **14 days** from the **date that the email was sent (not the date you open the email)** to submit the Online Response Form indicating that they “accept” or “decline” their selection.
 - After the “accept” response and program approval is processed, a program approval email will be sent to your FTCC student email account.



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Phase II

- Online Approval Packet/Medical Form
 - The program approved email notifies candidates of login directions for the Approval Packet and Medical Form.
 - The Approval Packet provides detailed information about program requirements such as uniform order forms, mandatory meetings, and other requirements.
 - The Medical Form must be completed by a physician and submitted to the health program area.



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Phase II

- Minimum GPA & Departmental Requirements
 - If candidates continue to take courses before entering the specific health program, they must maintain the minimum GPA requirements.
 - Candidates must adhere to all departmental requirements.
 - Failure to meet these requirements will result in removal from the health program.



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Phase II

- **Registration**

- Each department has different registration processes.
- Registration information is presented by the department during the March or April information session, which is why it is mandatory that if invited, you attend.



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Conclusion

- See a Counselor for career assistance.
- If you are an FTCC student, see your assigned Faculty Advisor for course selection and any changes to the selection process.
- If you are a transfer student, see a counselor for program information and any changes or updates.
- Keep Registration & Records informed of contact information.
- Notify Admissions if circumstance change and declining a seat is required.
- Check your FTCC student email.



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Summary

PHASE I

General Admission Application
Financial Aid
High School Transcript
College Transcript(s)
Placement Assessment
Counseling Session
Meet Regularly with Faculty Advisor



PHASE II

Health Program Application
Deadline: January 30
Eligibility & Quality Points
Program Information Session
Competitive Points
Selection & Status Notification
Online Response Form
Online Approval Packet
Online Medical Form
Maintain GPA
Meet Departmental Requirements
Register & Pay on time



Health Program Approved Students
Earn grades of C or better
Meet Regularly with Faculty Advisor
Graduate

Health Applicant Counseling Session



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