Northwestern CT Community College (NCCC)
Veterinary Technology Program
Application Packet
For Fall 2020 Entry

NCCC Admission Info:  http://www.nwcc.edu/future-students/degree-seeking-students
Vet Tech Program Info:  http://www.nwcc.edu/academics/programs/degree-programs/vt
Application Process

Prior to applying to the Veterinary Technology Program, students must:

1.) Apply and be accepted to NCCC through the NCCC Admissions Office (860-738-6330)
2.) Submit official transcripts for all previous college-level course work at institutions other than NCCC. A minimum grade of “C-” is required for all transfer credits, and grades from colleges and universities not regionally accredited will not be accepted.
3.) Have completed (or be in the process of completing) all prerequisite coursework with a grade of “C” or better.

Once the above requirements have been met, prospective students can submit an application for acceptance into the NCCC Veterinary Technology Program. The Application is included at the end of this packet, and can also be found at http://www.nwcc.edu/academics/programs/degree-programs/vt.

Application Requirements

Prerequisite coursework

The NCCC Vet Tech Program has three courses as program prerequisites (courses that must be completed with a “C” or better for acceptance into the Vet Tech program):

- BIO* 121 – General Biology (BIO*127 is also accepted, please discuss with your advisor)
- CHE* 111 – Concepts of Chemistry (CHE* 121 is also accepted, please discuss with your advisor)
- MAT* 137 – Intermediate Algebra

*BIO* 121 and CHE* 111 must be taken within the 5 years prior to acceptance into the Vet Tech Program.

An AP exam score of 3 or higher, within the past 2 years, will also meet the BIO or CHE requirement.

MAT* 137 ONLY – Students have the option to substitute a Satisfactory Score on a Math Placement Test for completion of this course. Students should contact the NCCC Admissions Office for information on Placement Testing.
**Personal Statement**

Applicants are required to submit a *typed*, 1-3 page, double-spaced essay with their application. This essay should state the applicant’s goals and reasons for entering the Veterinary Technology program, describe any personal qualities that make the applicant particularly suited to work in this field, and discuss past experience with animal care and/or veterinary medicine and describe the recommended job shadowing. The applicant should demonstrate through their statement that they have at least a basic understanding of the requirements of the veterinary profession. Hand-written essays will not be accepted.

**Letters of Recommendation:**

Students are also required to submit two letters of recommendation. One should be academic (a college professor or high school teacher), and the second should be professional (from within the animal care field if possible). If you do not have any work experience, then you may submit two academic references.

**Shadowing or Work Experience:** *(not required, but HIGHLY recommended)*

Careers in veterinary medicine can be high stress positions and the NCCC Veterinary Technology Program is academically challenging. It is essential for student success that individuals are confident in their career choice. Therefore, **prior to application to the NCCC Veterinary Technology Program, it is strongly recommended that applicants experience 20 hours or more of job shadowing of a Veterinary Technician at a veterinary clinic.** A form to document these experiences is included with the application packet.

**Application timeline**

The application deadline is April 17, 2020 for admission to the Fall 2020 Semester. It is possible to submit an application while pre-requisite coursework is in progress; if an application is submitted while a prerequisite course is in progress, the applicant must provide a midterm-grade report (provided in this packet), signed by their professor, indicating their grade at the time of application.

Students who plan to take prerequisite coursework over the summer of 2020 will be considered for application on an individual basis, and should contact Rebecca Russo (rrusso@nwcc.edu) for guidance. In general, the ranking of applications is such that students whose prerequisites are completed or in progress at the time of application are given priority; therefore, significant work experience in the field, and/or a strong GPA and Personal Statement are especially important in this situation.

Students will be notified of their acceptance status by May 1st. Students who have met all of the requirements but still have courses in progress will only be granted a *conditional acceptance*; completion of the course with a final grade of “C” or better is required to maintain their place.
in the program. A new transcript including the final grades for those courses must be submitted by May 29th. Failure to do so may result in forfeiture of a place in the program.

If the number of applications exceed the number of spaces available in the program, then a wait-list will be generated. In this situation the acceptance and wait-lists will be ranked based on pre-requisite course GPA, and the personal statement and letters of recommendation submitted with the application.
# NCCC Veterinary Technology

## FALL 2020 Program Application

### STUDENT INFORMATION
Please print clearly using black or blue ink

<table>
<thead>
<tr>
<th>APPLICANT’S LEGAL NAME</th>
<th>(Last)</th>
<th>(First)</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>ADDRESS</td>
<td>(No. and Street)</td>
<td>(Apt. #)</td>
<td>(City)</td>
</tr>
<tr>
<td>PREFERRED TELEPHONE</td>
<td>(Area Code)</td>
<td></td>
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**COMMUNITY COLLEGE EMAIL ADDRESS** (All email will be sent to your community college email address. You can look up your address in myCommNet or by using the NetID Lookup Utility at http://www.ct.edu/netid)

**PERSONAL EMAIL ADDRESS**

You must be accepted to NCCC as a PreVet-Tech student and all of the following Program Prerequisites must be completed or in progress at the time of application submission.

### PROGRAM PREREQUISITES

<table>
<thead>
<tr>
<th>COURSE</th>
<th>Course Title</th>
<th>Semester Earned &amp; Grade</th>
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<tbody>
<tr>
<td>MAT*137</td>
<td>Intermediate Algebra *</td>
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<td></td>
<td>With a grade of “C” or better or satisfactory score on Math Placement Test</td>
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<tr>
<td>BIO*121</td>
<td>General Biology I</td>
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<td>With a grade of “C” or better, taken within 5 years prior to program admission **</td>
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<td>CHE*111</td>
<td>Concepts of Chemistry</td>
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<td>With a grade of “C” or better, taken within 5 years prior to program admission **</td>
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* Advanced coursework beyond MAT*137 will be considered.
** “Five years prior” is defined as having completed the course between December 2014 (Fall 2014 semester) and the application deadline.

Advanced coursework beyond BIO*121 and/or CHE*111, taken within the past 5 years will be considered.

### SUPPLEMENTAL DOCUMENTATION TO BE SUBMITTED WITH THIS APPLICATION

- Copies of unofficial transcripts from all college level institutions documenting any coursework to be considered as meeting prerequisite or general education degree requirements
  - (Check when complete)

- Personal Essay (Check when complete)

- Two letters of recommendation (Check when complete)
NCCC Veterinary Technology Program
Mid-term Grade Report

Students in the process of completing pre-requisite courses while applying to the Veterinary Technology program are required to submit mid-term grades at the time of application. Please have your instructor in each pre-requisite course sign the form and provide their email address, along with a current grade (a range is acceptable, for example A-/B+). Please make additional copies of this for if needed for all of you spring semester courses.

Student name: _______________________________ Banner ID: @_____________________

College/University:____________________________________________________________

Course title: __________________________________ Current grade: ________________

Instructor signature: _______________________________ Date: ____________________

Instructor Email: _____________________________________________

Comments:___________________________________________________________________
______________________________________________________________________________

College/University:____________________________________________________________

Course title: __________________________________ Current grade: ________________

Instructor signature: _______________________________ Date: ____________________

Instructor Email: _____________________________________________

Comments:____________________________________
______________________________________________________________________________
Veterinary Technology Program Observation Form

Student Name: ___________________________   Banner ID: __________________________

Facility Name: ______________________________________________________________________

Facility Address: _____________________________________________________________________

Date of Observation: _____________________       Number of hours completed: ___________

If employed by the facility, length of employment and hours worked/week ______________________

Name of Facility Representative (please print): __________________________

Signature of Facility Representative: _____________________________________________________

Briefly describe your observation experience (to be completed by student/applicant):

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NCCC Veterinary Technology Application Checklist

❑ College Application
  If you are not a current NCCC student, submit an application for admission as a Pre-Vet Tech student. You can complete this application online at:
  http://www.nwcc.edu/future-students/degree-seeking-students

❑ Official College Transcripts
  Submit official transcripts for all previous college-level course work at institutions other than NCCC to the NCCC Admissions Office.

❑ Prerequisite Completion
  Provide copies of unofficial transcripts with your Vet Tech Application, along with midterm grade reports for any prerequisite courses in progress

❑ Veterinary Technology Program Application
  (available at http://www.nwcc.edu/academics/programs/degree-programs/vt)

❑ Personal Essay
  A typed, 1-3 page, double-spaced essay is required as part of the application. This personal essay should state the applicant’s goals and reasons for entering the Veterinary Technology program as well as documenting past experience with animal care and/or veterinary medicine and completion of the recommended job shadowing.

❑ Two letters of recommendation

❑ Observation Form
  To be submitted only if relevant employment, job shadowing and/or animal care experience has been completed. One form should be submitted for each hospital/location.

Application deadline is April 17, 2020. Submit all materials to:

<table>
<thead>
<tr>
<th>Rebecca Russo</th>
<th>Office:</th>
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<tbody>
<tr>
<td>Student Services Coordinator – Nursing and Allied Health</td>
<td>Greenwoods Hall Rm 220</td>
</tr>
<tr>
<td>Phone: 860-738-6339</td>
<td>Northwestern CT Community College</td>
</tr>
<tr>
<td>fax: 860-738-6437</td>
<td>Park Place East</td>
</tr>
<tr>
<td>Email: <a href="mailto:rrusso@nwcc.edu">rrusso@nwcc.edu</a></td>
<td>Winsted, CT 06098</td>
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