

NCCC Veterinary Technology Program

Application Checklist – all due by April 1, 2022

General Application to NCCC

- This can be completed online, and must be completed FIRST, in order for the other components to be accepted.
- Once accepted to NCCC, you will receive a Banner ID and school email address. Your Banner ID must be submitted along with your Vet Tech Application. Your school email address will be used for communication regarding your Vet Tech application status, and so it should be checked regularly.

Vet Tech Application Part 1 – Academic History

- This is completed within Microsoft FORMS and are submitted online.
- You will need to know your grades in any prerequisite classes, as well as the faculty email of any In-Progress prerequisite courses, in order to complete this form

Vet Tech Application Part 2 – Essay Responses

- This is an editable pdf, and should be editable in Chrome, Microsoft, Edge, or Adobe.
- It must be submitted via email to admissions@nwcc.edu, subject Vet Tech Admissions

Reference Form

- Only ONE Reference form is required. If possible, a [Professional Reference Form](#) from a veterinary or animal-related field should be used, however, any Professional/Work reference will be accepted.
- Students who do not have work experience should submit a [Personal or Academic Reference Form](#).
- All Reference Forms should be emailed directly from the reference to admissions@nwcc.edu

☐ **Official Transcript(s)**

- Official transcripts are required for any coursework not completed at NCCC that will be used to meet prerequisite of other program requirements (such as electives).
- Official transcripts must be sent directly from the academic institution to NCCC (they can not be forwarded from the applicant). They can be sent to admissions@nwcc.edu

☐ **Midterm Grade Report(s)**

- Midterm grade reports must be completed for all In-Progress prerequisite courses, including those being taken at NCCC
- The applicant is responsible for providing an accurate faculty email address for the instructor of all prerequisite courses, as a part of the Vet Tech Application Part 1
- A link to the midterm grade report form will be sent to the instructor's email address in mid-March
- It is the student's responsibility to advise the instructor of the need to complete this form by the April 1 deadline.

☐ **Documentation of Animal Experience**

- This form is not required. However, it is highly recommended for those applicants who have not worked in a veterinary or animal-related field to completed some form of observation, job shadowing, or volunteer experience, in order to ensure they are familiar with the nature of the industry.
- Applicants who have completed such an experience should use this form to document it, and submit it as a part of their application by emailing it to admissions@nwcc.edu, subject Vet Tech Application
- It is *not necessary* to submit this form to document a veterinary work experience for which you are already submitting a Professional Reference.