

**READING AREA COMMUNITY COLLEGE
RESPIRATORY CARE PROGRAM
SELECTION PROCESS FOR ADMISSION AND CONTINUED ENROLLMENT IN
RESPIRATORY CARE (RES) COURSES**

To be considered for Admission into the Respiratory Care (RES) clinical courses, applicants must:

- Meet with the Respiratory Care Program Director to discuss the academic and clinical requirements of the program and to be informed of the selection process for enrollment in the Respiratory Care (RES) courses. The meeting is mandatory and must be done by April 15 prior to the intended Fall entry into RES 150, Respiratory Care I.
- Declare Respiratory Care as their major course of study at the college.
- Attain and maintain a cumulative GPA of 2.5 or higher to be eligible for enrollment in Respiratory Care I and continued enrollment in all RES courses.
- Attain a C or higher in each required course within the curriculum for progression and graduation from the Respiratory Care Program.
- Send a “Letter of Intent” to the Respiratory Care Program Director and verify receipt by April 15 of the Spring Semester prior to the intended Fall entry into RES 150, Respiratory Care I.
- Send transcripts from outside institutions and verify receipt and evaluation of transcripts by April 15 of the Spring Semester prior to the intended Fall entry date into RES 150, Respiratory Care I.
- Show evidence of completion or course registration in Anatomy & Physiology 1 (BIO 250) with a C or better prior to RES 150, RES 200, and RES 212.

The Respiratory Care Program is accredited by the Committee for Accreditation of Respiratory Care (CoARC) for a maximum of 24 students in each of the ‘RES’ or clinical courses. A cohort of 24 students (maximum) is selected in the Spring semester prior to the first RES course (Respiratory Care I or RES 150), which begins each Fall semester. In the event that more than 24 students submit Letters of Intent, a selection process will be used to rank the students. The top 24 ranked students will be accepted into the cohort. The remaining students will be placed on a waiting list for the upcoming Fall semester, based on ranking in the selection process. On the first day of the Fall semester, the wait list will be cleared and the remaining students must resubmit a Letter of Intent for the next year.

The selection process is as follows:

Selection Criteria	Yes/No	Comments.....
Is the student’s current major “Respiratory Care” in Datatel or Web Advisor?		If No, the student is automatically placed on ‘wait list’ for admission into upcoming Fall RES courses.

Was the student's Letter of Intent received by April 15?		If No, the student is automatically placed on 'wait list' for admission into upcoming Fall RES courses.
Does student meet minimum cumulative GPA criteria (≥ 2.5) with a minimum of C or better in each course within the Program?		If No, the student is automatically disqualified for admission into upcoming Fall RES courses.
Has the student previously met with the Program Director?		If No, the student is automatically placed on 'wait list' for admission into upcoming Fall RES courses.
Given prerequisite requirements and course scheduling restrictions, will the student be able to complete BIO 250 (or its equivalent) prior to entering RES 150 and complete ORI 102 and COM 121 by the end of the Fall semester?		If No, the student is automatically disqualified for admission into upcoming Fall RES courses.
Has the student completed BIO 250 (or its equivalent) within the past five years or does the student have advanced, related study that is less than five years old?		If No, the student is automatically disqualified for admission into upcoming Fall RES courses.
Has the student repeated any course in the Respiratory Care curriculum or prerequisite courses more than once?		If Yes, the student is automatically disqualified for admission into upcoming Fall RES courses.
Has the student repeated more than 12 credits of the Respiratory Care curriculum?		If Yes, the student is automatically disqualified for admission into upcoming Fall RES courses.
Points are awarded to a candidate as follows;	Points:	
Cumulative GPA ≥ 3.00 (3 points)		
In addition, points are awarded to a candidate if		
Achieved 3.0-3.9 in A & P 1 (BIO 250) (1 point)		
Achieved 4.0 in A & P 1 (BIO 250) (2 points)		
Achieved 3.0-3.9 in A & P 2 (BIO 255) (1 point)		
Achieved 4.0 in A & P 2 (BIO 255) (2 points)		
Achieved 3.0-3.9 in Microbiology (BIO 280) (1 point)		
Achieved 4.0 in Microbiology (BIO 280) (2 points)		
Has the student completed with a 2.0 or better at the time of submission of Letter of Intent....	1 point each	
BIO 250 on the first or second attempt		
ORI 102		
COM 121		
MAT 110, 150, 160, 210 or a higher level Math		
PSY 130 or SOC 130		
BIO 255 on the first or second attempt		
IFT 110		
BIO 280 on the first or second attempt		
COM 131 or 141		
Philosophy or Ethics		
Is the student enrolled in BIO 250 for SPRING or SUMMER sessions?		

Is the student enrolled in BIO 255 for SPRING or SUMMER sessions?		
Is the student enrolled in BIO 280 for SPRING or SUMMER sessions?		
Is the student enrolled in a non-science general education course, required in the curriculum, in SPRING or SUMMER session?		
Has the student previously (within the past 2 years) passed with a C or better...	1 point each	
RES 150		
RES 200		
RES 212		
Letter of Intent Review.....	Points:	1= fair, 2= good, 3=excellent
Letter Composition		
Grammar, language, spelling		
Reason RT profession chosen		
Commitment to lifelong learning and work ethic		
Date of Declaration of Respiratory Major was...	Points:	A = 1 point, B = 2 points, C = 3 points
A. During the previous academic semester		
B. During the previous academic year		
C. More than 12 months ago		
Is the student a re-applicant to the Selection Process? (1 point)		
TOTAL POINTS:		

To be approved for enrollment into the first Fall Respiratory Care (RES) courses after a candidate is selected for Admission, applicants must complete the following prior to course registration:

1. Attend an information/orientation session at the assigned, scheduled date and time after being selected for Respiratory Care (RES) coursework.
2. Submit a medical examination form, certifying the student is physically fit as per the Health Professions Division format, to either the Director of Clinical Education or Program Director by an assigned date.
3. Submit a copy of a current CPR certification by either the American Heart Association for Health Care Providers course or the American Red Cross Professional Rescuer course to either the Director of Clinical Education or Program Director by an assigned date.
4. Submit evidence of the required negative drug panel and a current Child Abuse clearance
5. Submit evidence verifying that the student has not been convicted of any prohibitive offense contained in the Older Adult Protective Services (Act 169) through both a current state Criminal Background check and a current FBI fingerprint Criminal Background check to either the Director of Clinical Education or Program Director by an assigned date.
6. Submit evidence of required up-to-date immunizations and/or antibody titers as required by the approved Health Professions Division form to either the Director of Clinical Education or Program Director by an assigned date.
7. Submit evidence of current health/medical care insurance coverage to either the Director of Clinical Education or Program Director by an assigned date.

Re-admission or Re-entry Policy

Any student wishing to seek readmission after withdrawal or dismissal from the Program must submit a letter of intent to the Program Director. The Program Director must receive the letter by either April 15 or October 15 prior to the intended restart semester, whichever occurs first. For example, if the student left the program in May of the Spring semester, the student must submit a letter by October 15 prior to the next Spring semester.