SURGICAL TECHNOLOGY
DEPARTMENTAL INFORMATION SESSION
2022 FALL RATING FORM

Level of Experience	Points	Earned	Verifiable Source
Job Shadowing or Community Volunteering – 20+ hours and/or up to 12 months work experience in health or human services	1 point		
13+ months' work experience in health or human services	2 points		
Academic Rigor Expected	**Points**	**Earned**	**Verifiable Source**
• Successfully completed BIO 163 or BIO 168 and BIO 169 on first attempt with an "A".	3 points		
• Successfully completed BIO 175 or BIO 275 on first attempt with an "A".	3 points		
Knowledge/Experience	**Points**	**Earned**	**Verifiable Source**
Diploma/Certificate	1 point		
Associate's Degree or higher	3 points		
Attendance/Punctually/ Overall Presentation	**Points**	**Earned**	**Verifiable Source**
Punctual	1 point		
Neat, clean, and appropriate dress; consistent eye contact, well- composed, reasonable assertiveness, and pleasant verbal communication skills	1 point		
Additional Points	**Points**	**Earned**	**Verifiable Source**
Completed or currently enrolled in last class needed for the program (excludes BIO)	10 points		
Completed or currently enrolled in (minimum grade earned must be a "B"): • BIO 163 • BIO 168 or BIO 169 • BIO 175 • BIO 275	18 points		
References from previous employers/instructors (minimum of 2)	28 points		
F2f questions concerning conflict-resolution	28 points		
TOTAL	**99 points**		

- Stage 1: Apply to Surgical Technology program on WebAdvisor. Please note that this is an additional application beyond applying to FTCC between November 1st and January 30th of each calendar school year. Competitive points are calculated for courses completed by January 30th.

- Stage 2: All applicants are invited to information session where additional competitive points

(healthcare experience, volunteer hours, prior degree/certification, conflict-resolution Q& A, and academic performance) are collected and calculated. Any student wanting volunteer service and/or observation hours considered must submit documentation that is signed by those organizing/supervising the activity. Top 15 students with highest points are selected and issued a conditional acceptance letter by Health Admissions in which student must respond to by email confirming their seat.

Note: Failure to attend the Information Session results in automatic disqualification of eligibility. All policies and forms are subject to change on an annual basis. Please refer to the most current information available from the Surgical Technology Department.

Timeline for Selection of Candidates and Mandatory Information Session

November 1-January 30th

➢ Apply to the surgical technology program on WebAdvisor between November 1st and January 30th of each academic school year. Please note that this is an additional application beyond applying to FTCC as a new or returning student. Please also note that competitive points are calculated **ONLY** for courses completed by January 30th.

February 1-28th

➢ Department awaits final collection of candidates that applied to the program and first audit is performed by the Health Coordinator. 2nd audit is performed by Program Coordinator of Surgical Technology and applications of candidates are returned to Health Coordinator for processing.

March 1-15th

➢ Roster of applicants are emailed and/or forwarded to Program Coordinator. Applicants are then emailed and/or mailed a date for mandatory Information Session. Students must confirm that they received this notice by email. If the scheduled Information Session conflicts with the student's schedule, the student will have to reschedule a time for a new one-on-one session with Program Coordinator. Please note this must be done prior to pre-scheduled Information Session by the Program Coordinator.

March 15-April 15th

➢ Mandatory Information Session is scheduled and students are required to attend. Students should be prepared to bring during this time any valid references from prior employers, educators, mentors, or other professionals if applicable for additional points. Students should also bring in any copies of certificates, diplomas, or degrees if applicable for additional points (up to 28 points). Students will be scheduled a face-to-face interview with the Program Coordinator after the Information Session for additional points. This interview typically lasts 20 minutes or less.

April 15-May 15

➢ Top 15 students with highest points accumulated are accepted into the curriculum. Category II students may be selected after all Category I students have been considered. Students have 10 days to conditionally accept their seat into the program. If acceptance is not confirmed, the department will move to the next candidate for consideration. Once all candidates are confirmed, they are coded into curriculum and registered by Program Coordinator. Welcome letter and additional instructions are emailed.