

PHARMACY TECHNOLOGY

Diploma Program – 37 Credit Hours

Fall 2020 Entry ♦ High Point Campus ♦ Maximum Number Accepted to Program - 24

Program Application Deadline: Friday, April 17, 2020 by 5:00pm

Program Admission Requirements and Deadlines

Please read the entire packet for more details on these requirements and deadlines.

Phase I: Complete by April 10, 2020.

- Complete the GTCC Admission/Readmission Process (*new and former GTCC students*).
- Complete the Fall 2020 Pharmacy Technology Information Session.
- Demonstrate English and mathematics “college readiness” levels, via college-level English/math courses or by completion of or waiver credit for specified “transition” or co-requisite courses.

Phase II: Complete by 5:00pm on April 17, 2020.

- Submit a *Health Sciences Program Application* packet to the Limited Entry Programs Office, located in the Hassell Health Technologies Center, Room 140 (Jamestown Campus).

COMPLETE THE REQUIRED
PROGRAM INFORMATION SESSION
BY APRIL 10, 2020!

You may complete either a “live” session or an online session via Moodle.

“Live” Session Dates

Held on the High Point Campus in Building H5 (Room 310 Classroom) – directions will be posted in the lobby.

Thursday, September 12, 2019
5:30 - 7:00pm

Tuesday, December 3, 2019
5:30 - 7:00pm

Monday, March 23, 2020
5:30 - 7:00pm

Online Sessions

Information on how to access Moodle is available in this packet.

Attendance at Program Information Sessions for the 2019 and previous years’ admission cycles are not acceptable for meeting this requirement.

PROGRAM CURRICULUM OUTLINE

General Education Courses

These courses may be taken prior to acceptance to the program to lighten the academic load and for possible award of ranking points.

Course	Title	Credits
ENG 111	Writing & Inquiry	3
MAT 143	Quantitative Literacy	3
Total General Education Credits:		6

Program Courses

These courses are taken once accepted to the program.

Course	Title	Credits
FALL 2020		
MED 120	Survey of Medical Terminology	2
PHM 110	Introduction to Pharmacy	3
PHM 111	Pharmacy Practice I	4
PHM 115	Pharmacy Calculations	3
PHM 115A	Pharmacy Calculations Lab	1
PHM 120	Pharmacology I	3
SPRING 2021		
PHM 118	Sterile Products	4
PHM 125	Pharmacology II	3
PHM 134	Pharmacy Clinical	4
PHM 140	Trends in Pharmacy	2
PHM 165	Pharmacy Professional Practice	2
Total Program Course Credits:		31
TOTAL CREDITS REQUIRED FOR DEGREE:		37



Limited Entry Admission Process – GTCC Health Sciences Programs

Phase I: Complete by April 10, 2020

Complete the GTCC Admission Process (new applicants/former GTCC students).

Please complete the GTCC admission process, including the North Carolina Residency Determination Service (RDS) process. To get started, visit <https://www.gtcc.edu/admissions-and-aid/apply-now.php>

Submit your official transcripts. Once received, transcripts are evaluated by GTCC's Enrollment Services staff. **PLEASE ALLOW A MINIMUM OF TWO WEEKS FOR EVALUATION TO OCCUR!** Approved transfer credits will be added to your academic record as appropriate. Transfer credits from regionally-accredited colleges/universities must appear on your GTCC WebAdvisor transcript in order to be considered for meeting minimum requirements.

PLEASE CHECK THE STATUS OF YOUR ADMISSION PROCESS by visiting <https://applicationstatus.gtcc.edu> and <https://transcripts.gtcc.edu> .

Complete a required Program Information Session.

You are required to complete a Pharmacy Technology Information Session in order to apply to the Fall 2020 program. Information Sessions completed for previous application cycles are not acceptable for purposes of meeting this requirement.

This session will provide you with an overview of the curriculum, the minimum program admission requirements, faculty expectations and discussion of class schedules and clinical requirements, preparing and submitting your *Health Programs Application packet*, and the selection and notification process for the incoming class.

- The schedule of **LIVE SESSIONS** is available on the front of this packet. Sessions will last approximately 1 to 1.5 hours. Late arrivals/early departures will not receive credit for having completed this session. All sessions are offered on the High Point Campus in Building H5, Room 310 Classroom (see [campus map](#)), and directions will be posted in the building's lobby entrance areas.
- **ONLINE SESSIONS (Available after September 15, 2019):** If you are unable to attend a live Information Session, you must study a PowerPoint presentation in the online Information session and then score 100% on a quiz. The instructions to access the online information session are as follows:

If you are a current student at GTCC or you have already submitted an application to GTCC:

1. Go to online.gtcc.edu and login using your GTCC Titan account.
2. Go to the bottom of the My Courses page and use the search field to find "Fall 2020 Pharmacy Technology Program Information Session".
3. Enroll yourself in this course.

If you are a potential student at GTCC (meaning you have not submitted an application to GTCC at this time):

1. Go to coned.gtcc.edu. Use the "Create New Account" option on the main page. The account creation process ends with you confirming a link in your email account.
2. Return to coned.gtcc.edu and login using your new account.
3. Go to the bottom of the My Courses page and use the search field to find "Fall 2020 Pharmacy Technology Program Information Session".
4. Enroll yourself in this course.

☐ Demonstrate English and mathematics “College Readiness” levels.

You must be able to meet one of the following options for both subject areas:

COLLEGE ENGLISH READINESS	COLLEGE MATHEMATICS READINESS
<p><input type="checkbox"/> Option 1: You have completed or received transfer credit for ENG 111.</p> <p><input type="checkbox"/> Option 2: You have completed or received waiver credit for <u>all</u> of the following: DRE 096, DRE 097, DRE 098</p> <p><input type="checkbox"/> Option 3: You have completed or received waiver credit for ENG 002 with a minimum grade of <u>P2</u></p> <p><input type="checkbox"/> Option 4: You have completed or received waiver credit for ENG 011</p>	<p><input type="checkbox"/> Option 1: You have completed or received transfer credit for <u>one</u> of the following -- MAT 143, MAT 152, MAT 171 (or a higher-level math).</p> <p><input type="checkbox"/> Option 2: You have completed or received waiver credit for <u>all</u> of the following: DMA 010, DMA 020, DMA 030, DMA 040, and DMA 050</p> <p><input type="checkbox"/> Option 3: You have completed or received waiver credit for MAT 003 with a minimum grade of P2</p> <p><input type="checkbox"/> Option 4: You have completed or received waiver credit for <u>one</u> of the following: MAT 043, MAT 052, or MAT 071</p>



Once You Have Completed ALL of the Steps Listed above, Then You Have Completed the Program’s Minimum Admission Requirements (MAR). You are Now Ready to Submit Your Health Sciences Program Application to the Limited Entry Programs Office.

Phase II: Complete by 5:00pm on April 17, 2020

☐ Gather Your Application Materials and Submit them by the 5pm Deadline.

Once you have completed all of the minimum admission requirements, gather all of the required documents, attach them to the *Health Sciences Program Application*, and submit the packet to the Limited Entry Programs Office, located in Hassell Health Technologies Center, Room 140 on the Jamestown campus. **Application packets received after the deadline will not be accepted.**

- Complete the *Health Sciences Program Application*.
- **Verify that all transcripts have been received and evaluated for transfer credit by GTCC before attaching a copy of your WebAdvisor transcript! The Selection Committee will use this transcript to verify minimum requirements!**
- Attach all other documentation required on the *Health Sciences Program Application Checklist* (back page of Application).

The Limited Entry Programs Office will offer a schedule of “Drop-In” times to review your application file in the weeks prior to the deadline. Please contact the office at (336) 334-4822, ext. 50439, send an email to limitedentry@gtcc.edu, or visit the Office for more information on this schedule.

Have Questions? Need Help?

- ✓ **Completing the GTCC admission process (*application for admission, NC residence determination*):**
Please contact GTCC’s Admissions Office at (336) 334-4822, ext. 31125, or send an email to: admissions@gtcc.edu.
- ✓ **Checking the status of your admission application:** Visit: <https://applicationstatus.gtcc.edu/>
- ✓ **Submitting your transcripts:** Contact the Records and Transcripts Office at (336) 334-4822, ext. 50354 or 50161, or send an email to transcripts@gtcc.edu.
- ✓ **Checking the status of the transcripts you have submitted to GTCC:** Visit: <https://transcripts.gtcc.edu/>
- ✓ **General information on the Health Sciences Programs and their specific admission requirements:** Visit the Limited Entry Programs’ website at: <https://www.gtcc.edu/admissions-and-aid/admissions-requirements/limited-enrollment-programs.php>, call (336) 334-4822, ext. 50439, or send an email to limitedentry@gtcc.edu.

The Program Applicant Review and Selection Process

During the next 3-4 weeks after the Program Application Deadline, the Health Sciences Review Committee, comprised of various Health Sciences Program Directors and faculty, the Dean of Health Sciences, and the Limited Entry Programs Office Staff, will review all applications submitted by the deadline.

Applicants who meet the minimum program admission requirements will be selected, based on the date and time that the Health Sciences Program Application was received by the Limited Entry Programs Office. If there are two or more applicants being considered for the last space available in the program, the applicant who receives that space will be selected, based on the date/time that their *GTCC Admission Application* to the Pharmacy Technology Program was submitted.

Each candidate who submits a *Health Sciences Program Application* to the Limited Entry Programs Office by 5pm on the specified deadline will be notified in writing of the results of the selection process. **Notification will be sent electronically to the applicant's GTCC email address.**

Students must accept or decline a program position by submitting an *Intent to Enroll Form* within 10 business days of the date on the acceptance letter. Failure to respond within the stated timeframe will result in the position being offered to an alternate. Once a student declines a program position, the decision may not be reversed.

A student has 15 business days from the date on the notification letter to contest the results of the selection process. The request for review of the results must be submitted in writing to the Division Dean. The Division Dean will render a decision within 10 business days of receipt of the written request. The Division Dean's decision is final.

Program Orientation, Advising/Registration, and Enrollment

Once a position in a program of study is accepted, the student will then communicate with the Program Director regarding all matters related to program orientation, advising/registration, and enrollment.

The student is required to attend all program orientations, meetings, or other events scheduled prior to the start of classes. Failure to attend these meetings without prior approval from the Program Director will result in removal from the health program and, if applicable to the program, ranking point deductions for future applications to the same program. An alternate student will be selected to fill the vacant position, as directed by the Program Director.

The student must enroll in program classes prior to the first day of the semester. Failure to enroll without prior approval of the Program Director will result in removal from the health program and, if applicable to the program, ranking point deductions for future applications to the same program.

The GTCC Health Sciences Limited Entry Process is not to be regarded as a contract between GTCC and students. GTCC reserves the right to change any provisions or requirements with adequate notice and minimum disruption to students.



Important Notes to Health Science Program Applicants

Program faculty reserve the right to revise or change course requirements in accordance with applicable state laws, college requirements, accreditation standards, and/or at the discretion of the faculty. By accepting admission into the program, the students agree to at all times abide by the program requirements and procedures as set forth in the Student Handbook and the respective course syllabus issued at the beginning of each term for each course. The student is bound by such requirements and procedures regardless of whether they were established before or after the date of enrollment in the program. Changes made after the publication of the Handbook will be posted as an addendum to the Handbook.

Most programs require students to have a criminal background check, a drug screen, and an OIG review (Office of Inspector General) upon admission. Healthcare agencies that are utilized for clinical and/or internship experiences require this evaluation. If a student is denied agency access due to a positive check or screening, the students may not be able to complete the clinical education experiences, which will result in the inability to continue in the health science program. Screening may also be required after graduation by examination boards, state licensing boards, and employing agencies. Pending the outcome, a graduate may be disqualified from examination eligibility, state licensure, and/or employment.

Students must achieve a GPA of 2.0 or better in order to graduate. Students who receive a grade of "D" in a general education course (other than BIO or CHM) can graduate as long as their GPA is at least 2.0. However, a grade of "D" in a general education course will not transfer to another institution, nor will GTCC accept a grade of "D" for credit from another institution. Students must achieve a "C" or better in BIO, CHM, and program major courses. Students who do not achieve a "C" or better in these courses will be suspended from the program.

A person is not eligible to sit for the Pharmacy Technician Certification Examination (PTCE) if convicted of a felony that occurred within the last five years and/or if the conviction was drug or pharmacy-related. For further information on these policies, contact Tonya Welch, Pharmacy Technology Program Director, at 336-334-4822, ext. 55079, or via email at tpwelch@gtcc.edu.

If You Have Questions about the Health Sciences Limited Entry Admission Process, Please Contact:

Limited Entry Programs Office

140 Hassell Health Technologies Center, Room 140 ♦ Jamestown Campus; (336) 334-4822, ext. 50439; limitedentry@gtcc.edu

Health Sciences Program Application

(Revised July 2019)

Return this Application to:

Limited Entry Programs Office ♦ Hassell Health Technologies Center, Rm. 140 ♦ Jamestown Campus
 (336) 334-4822, ext. 50439; email: limitedentry@gtcc.edu

Please PRINT OR TYPE the information below. It is the applicant's responsibility to notify GTCC IN ADVANCE OF SUBMITTING THIS APPLICATION of any name, address, or telephone changes.

Name _____
Last First Middle GTCC Student ID Number (not SSN)

Address _____
Number Street Apt. Number

_____ **Telephone** _____
City State Zip Daytime

GTCC Email Address _____ **Alternate Email** _____

Indicate the program to which you are applying for admission.

NOTE: A separate application must be completed for each program if applying to more than one program.

- LPN to A.A.S. Nursing Bridge Degree (summer 2020) – Application Deadline is January 31, 2020
- Nursing A.A.S. Degree (fall 2020) – Application Deadline is February 14, 2020
- Nursing RIBN Associate Degree to B.S.N Program (fall 2020) – Application Deadline is February 28, 2020
- Dental Hygiene A.A.S. Degree (fall 2020) – Application Deadline is March 13, 2020
- Dental Assisting Diploma (fall 2020) – Application Deadline is March 27, 2020
- NEW PROGRAM!** Surgical Technology A.A.S Degree (fall 2020) – Application Deadline is April 9, 2020
- Pharmacy Technology Diploma (fall 2020) – Application Deadline is April 17, 2020
- Pharmacy Technology Diploma to A.A.S. Bridge (fall 2020) – Application Deadline is April 17, 2020
- Medical Assisting A.A.S. Degree (fall 2020) – Application Deadline is May 15, 2020
- Radiography A.A.S. Degree (fall 2020) – Application Deadline is May 22, 2020
- Physical Therapist Assistant A.A.S. Degree (fall 2020) – Application Deadline is May 29, 2020
- Health Information Technology A.A.S. Degree (fall 2020) – Application Deadline is June 12, 2020



Have you previously been accepted to or enrolled in the SAME program @ GTCC to which you are applying? Yes (_____) No

Semester/Year

LIMITED ENTRY PROGRAMS OFFICE USE ONLY

Application Packet Received/Verified on (date/time): _____

Signature of LE Office Staff: _____

Health Sciences Program Application Checklist

- I understand that ALL required documentation must be attached to the *Health Sciences Program Application* at the time it is submitted. I understand that, once I submit my application, nothing can be added to or removed from my file.
- I verify that all high school/GED and college transcripts (if applicable) have been received by GTCC and that any applicable transfer credit has been awarded.
- I completed the mandatory *Program Information Session* for the program to which I am applying (**select one option**).
 - I completed a “seated” Program Information Session on (Date): _____ **OR**
 - I completed the online Program Information Session and Quiz on (Date): _____ .
- I have attached a copy of my GTCC Unofficial WebAdvisor Transcript.** I understand that my final grades, including all applicable transfer credits, must be posted to my GTCC transcript by the deadline date to be considered for verification of having met the minimum admission requirements and for earning possible ranking points in the selection process.
- Program-Specific Admission Criteria:** I have attached the following supporting documentation to demonstrate completion of the following **program-specific admission criteria**:

Associate Degree Nursing and Practical Nursing Applicants	LPN to Associate Degree Nursing Bridge Applicants	Dental Hygiene, Radiography, and Physical Therapist Assistant Applicants
<input type="checkbox"/> ATI TEAS Score Report	<input type="checkbox"/> ATI TEAS Score Report	<input type="checkbox"/> ATI TEAS Score Report
<input type="checkbox"/> Current NC Nurse Aide Certification Verification from the NC DHSR Access the Registry at: https://www.ncnar.org/verify_listings1.jsp	<input type="checkbox"/> Current Unrestricted Licensed Practical Nurse Verification from the NC Board of Nursing Access the License Verification System at: https://apps.ncbon.com/LicenseVerification/Search.aspx	

- Completion of Related Experience (See the “Calculation of Points for Ranking and Selection” sheet for specific items accepted for submission:** I understand that any supporting documentation of **related experience** that I wish to submit must also be attached to this application in order to be considered for ranking points. I verify that I have attached the following items to document this experience:

Description of Item You Wish to Be Considered for Related Experience Ranking Points:	Documentation to Verify Experience (Please check)
	<input type="checkbox"/> Documentation Attached
	<input type="checkbox"/> Documentation Attached
	<input type="checkbox"/> Documentation Attached
	<input type="checkbox"/> Documentation Attached
	<input type="checkbox"/> Documentation Attached
	<input type="checkbox"/> Documentation Attached
	<input type="checkbox"/> Documentation Attached

Signature of Applicant

Date