

Respiratory Therapy Program Application & Requirements Deadline – March 31, 2022

It is the student's responsibility to monitor the completion of the Minimum Admission Requirements (MAR) whether enrolled at CVCC or elsewhere. CVCC reserves the right to change curriculum and admission requirements without prior notice. Applicants are responsible for completing admission requirements and ensuring all materials have been submitted by the deadline and as directed by the packet.

Please do not wait until the deadline to start the process. Application to any healthcare program is complex. Applicants who begin the CVCC admission process weeks or months before the deadline give themselves time to resolve unexpected issues.

This packet provides information to assist with the admission and selection process for the Respiratory Therapy program. Please carefully review all information provided in this packet. Additional information may be found on the CVCC Respiratory Therapy webpage. For questions regarding the program, contact the Director of Respiratory Therapy at (828) 327-7000 extension 4243 or by email at ngodwin985@cvcc.edu. For questions regarding admission requirements, please email admissions@cvcc.edu or healthcare@cvcc.edu.

How do I find information about Respiratory Therapy and employment opportunities? For general information, refer to the Bureau of Labor Statistics Occupational Outlook Handbook – Respiratory Therapists at <https://www.bls.gov/ooh/healthcare/respiratory-therapists.htm>.

What is the class schedule/length for the Respiratory Therapy program? Respiratory classes are held during the day. Students are expected to participate in classroom, laboratory, and clinical experiences. The Respiratory Therapy program consists of five semesters and takes two years of full time study to complete. The program starts in the Fall term. Students may be required to travel out of town to clinical sites and must be available during daytime hours for clinical experiences, in addition to possible evenings or weekends. Graduates of the program qualify for exams offered by the National Board for Respiratory Care to obtain national credentials. National credentials are required for licensing to practice by the NC Respiratory Care Board. Applicants may take general education/related coursework for the Respiratory Therapy program prior to being admitted to the program. Please note that taking these courses does not shorten the length of the program.

How do I apply for the program? Complete and activate* the [CVCC Application](#) with “Respiratory Therapy” as intended major. The program begins each **Fall** semester.

*Applications are activated when an applicant sends an email by the deadline to admissions@cvcc.edu that includes a cell phone photo of a photo ID (driver's license) & a request to activate the Application by email. Applicants are responsible for following Admissions packet directions and meeting requirements. Previous CVCC students may email healthcare@cvcc.edu to confirm an active program status.

How much does the program cost? College tuition is set by the North Carolina State Legislature and is subject to change. Respiratory Therapy students are required to purchase a variety of books, clinic uniforms, malpractice insurance, accident insurance, and other fees as set by the College. The *approximate* cost for the program is **\$8,700**. (This figure is based upon current in-state tuition rates and reflects an approximate cost only.)

How do I apply for Financial Aid? All applicants are encouraged to apply for financial aid by completing the Free Application for Federal Student Aid ([FAFSA.ed.gov](https://fafsa.ed.gov)). For information about financial aid, contact the [Office of Scholarships and Financial Aid](#) online, by email at financial_aid@cvcc.edu or by calling at 828-327-7000, ext. 4860.

Do I need a computer? Yes! Coursework requires students to have their own computer with dependable internet access, printer access, microphone, webcam accessibility, Word, PowerPoint and Excel. Upon application activation to CVCC, students are assigned a CVCC email address. Communication between student, faculty and any other college personnel will be by CVCC email. Students are expected to use the CVCC email for **all** college correspondence. Students need to read CVCC emails daily and check Blackboard for announcements/assignments, whether enrolled at CVCC or elsewhere. Applicants are notified of an accepted or non-accepted status via **CVCC email**.

Will I be required to complete a Criminal Background Check/Drug Screening? Yes. Carefully read the information below regarding background checks, drug testing, and the result of a negative background check. Applicants may only use CastleBranch, a background screening and compliance management company, for background check/drug screenings.

- Clinical facilities will require students to undergo criminal background checks and drug testing.
- The student will be required to pay fees associated with these screenings.
- Clinical facilities may refuse access to clinical experiences based on the criminal background checks and/or drug testing.
- If any clinical facility refuses to allow a student access to a clinical experience, the student will be **unable to continue in the program**.

How does undocumented immigrant status or DACA status affect application to the program? Current North Carolina Community College System policy allows DACA and undocumented applicants to enroll at CVCC at the out of state tuition cost. However, acceptance to the college does not guarantee acceptance to a *specific* program. Students with an *unexpired* DACA status are eligible to apply to an Allied Health program. Students must keep active DACA status to remain enrolled in an Allied Health program. Professional licensure is granted by state licensing boards. **Students should inquire with the appropriate licensure board for specific licensure requirements.** Undocumented students are not eligible for admission to an Allied Health program. According to North Carolina and Federal laws, undocumented students are not eligible for North Carolina professional licensure. This policy is subject to change without notice based upon federal and state regulations.

What if I move while applying for this program? It is a student's responsibility to inform the college of changes in personal information regarding name, phone number and mailing address. To make changes to personal information, follow the instructions found in the FAQ section of Student Records on the MyCVCC Portal.

What if I am not admitted to the program? Applicants not admitted need to re-apply by completing the MAR Checklist for the **year of reapplication** AND email healthcare@cvcc.edu to confirm an active program status. Students are responsible for following reapplication guidelines.

I am currently a Respiratory Therapy student at another college or university and would like to transfer to CVCC to continue my studies. What should I do? Contact the Director of Respiratory Therapy, at 828-327-7000, extension 4343 or email ngodwin985@cvcc.edu

Do I need to wait until the deadline to submit items and apply? No. Applicants should not wait for a deadline to submit items and are encouraged to submit items early. Applicants are responsible for making sure all materials have been submitted to the College by the published deadline as directed by the packet.

How do I submit the MAR Checklist once it is completed? From the student's CVCC email account (activated *after* applicant sends an email to admissions@cvcc.edu requesting Application activation), email a scanned or cell phone photo of the completed MAR Checklist to healthcare@cvcc.edu. The MAR Checklist must be entirely readable with the student's name and CVCC ID#. MAR Checklists are not accepted after the published deadline; applicants should make note of the deadline date published in the packet and on the MAR Checklist.

When and how will I be notified of acceptance to the program? Applicants will be notified of acceptance to the program within 2 to 4 weeks of the deadline via an email to their CVCC email account. Applicants chosen as alternates or not accepted for the program will also be notified at that time. Students may apply to only one (1) healthcare program at a time. Should acceptance to that program be denied, the student may apply to another healthcare program whose application deadline has not yet occurred. (CVCC Procedures, 3.4)

Who can I contact if I have additional questions? Contact the Director of Respiratory Therapy at (828) 327-7000 extension 4243 or email ngodwin985@cvcc.edu. For questions regarding Admission, contact Admissions at admissions@cvcc.edu or healthcare@cvcc.edu

Minimum Admission Requirements (MAR) Explained

To be considered for acceptance, all applicants must complete Minimum Admission Requirements (MAR) by **March 31st, 2022**. Applicants are responsible for making sure all materials have been submitted to the College.

Please do not wait until the deadline to start the process. Application to any healthcare program is complex. Applicants who begin the CVCC admission process weeks or months before the deadline give themselves time to resolve unexpected issues.

1. DO THIS STEP FIRST: Activate* the [CVCC Application](#) with “Respiratory Therapy” as the intended major.

* Applications are activated when an applicant sends an email by the deadline to admissions@cvcc.edu that includes a cell phone photo of a photo ID (driver's license) & a request to activate the Application by email. Students may email healthcare@cvcc.edu to confirm an active program status.

2. High School Transcript: Submit an *official* High School/High School Equivalency transcript in a sealed envelope issued by the school, electronically through a 3rd party vendor to transcripts@cvcc.edu or by postal mail. Plan accordingly to ensure transcripts arrive by the deadline. Applicants seeking information on how to request transcripts may visit [How to Request Official Transcripts](#).

3. College Transcripts: Submit **ALL** *official* College Transcripts in a sealed envelope issued from EVERY school ever attended (except CVCC), electronically through a 3rd party vendor to transcripts@cvcc.edu or by postal mail. Plan accordingly to ensure transcripts arrive by the deadline.

4. Demonstrate college readiness by appropriate developmental courses, college courses, SAT or ACT scores, college placement testing, Multiple Measures or RISE placement assignment.

- College level English and math courses completed with a grade of “C” or higher; or
- Qualifying SAT, ACT, Multiple Measures or NCDAP scores within 10 years.

5. Attend CVCC Respiratory Therapy Information Session.

Applicants must attend a mandatory Information Session. Refer to the Respiratory Therapy webpage for a listing of session dates and times:

<https://www.cvcc.edu/Academic-Resources/Programs/Health-Services/Respiratory-Therapy/index.cfm>

Previous applicants who choose to **reapply** to the RT program do not need to attend another Information Session; once is sufficient.

6. Required Grade Point Average (GPA). Applicants must satisfy at least one of the GPA scenarios:

- Recent high school graduates (January 1, 2019 or later) and current high school students must have an unweighted GPA of 2.80 or higher. The transcript must indicate an unweighted GPA.
- Current or prior CVCC students must have a 2.80 cumulative GPA.
- Applicants who have attended another regionally accredited college or university and have completed six (6) semester hours of coursework in the CVCC Respiratory Therapy curriculum may use the cumulative GPA earned at that college or university provided it is a 2.80 or higher. An official transcript is required to verify GPA.

7. Meet Chemistry Competency.

Applicants must complete a college 100 level course in chemistry at CVCC or another accredited college with a minimum grade of "C" or higher. **CHM 130/130A is preferred.**

MAKE CAREFUL NOTE: The ONLY substitution for CHM 130/130A is CHM 131, 131A **AND** 132 (ALL THREE COURSES) with a grade of "C" or higher in each course. An official transcript is required to show proof of chemistry if the chemistry course was taken at an accredited college or university other than CVCC.

8. Complete ATI TEAS - Test of Essential Academic Skills

- The TEAS must be taken between March 31, 2019 and March 31, 2022.
- If applicants take the TEAS at CVCC, TEAS scores are automatically recorded in the applicant's record.
- Applicants who do not take the TEAS at CVCC must request official score reports from ATI (www.attesting.com) to be sent to CVCC before the deadline.
- The TEAS test is given by appointment only at CVCC. **Applicants may schedule a test date online through the [Testing Center](#) webpage.** The TEAS exam fee is paid through the CVCC Business Office. The Business Office will provide a receipt of payment. The receipt of payment will be taken to the CVCC Testing Center on the test date. **Testing will not be allowed without the receipt.** Photo ID is required to take the TEAS Exam. Please contact the [Business Office](#) at (828) 327-7000 for additional questions.
- There is no limit placed on the number of times an applicant can take the TEAS exam. The highest score within three (3) years will be used. Applicants may test only once per day.
- An ATI TEAS Study Guide is available for purchase in the CVCC bookstore or can be purchased online at www.atitesting.com.

9. Submit the completed MAR Checklist before the deadline.

- From the student's CVCC email account (created after Application activation), send a scanned copy or cell phone photo of the completed MAR Checklist to healthcare@cvcc.edu.
- A submitted MAR Checklist must be entirely readable with the student's name and CVCC ID#.
- MAR Checklists are not accepted after the published deadline.
- All documents must be emailed and received before the published deadline to healthcare@cvcc.edu. Documents mailed to any other CVCC email address are not considered.
- Submission of the MAR Checklist is not a guarantee of acceptance into the program.

COMPETITIVE SELECTION AND RANKING

The following criteria will be used to evaluate and select the best-qualified applicants from those who completed all Minimum Admission Requirements (MAR) by the deadline. Those applicants receiving the highest number of points will be admitted to the program until the class is filled. The number of students accepted each year can vary depending upon clinical sites. The Respiratory Therapy program plans to accept 15 students.

(a.) Points for completion (with a “C” or better) of any of the following general education courses in the Respiratory Therapy curriculum:

BIO 168 – Anatomy and Physiology I	BIO 169 – Anatomy and Physiology II	ENG 112* – Writing /Research in the Disciplines <u>OR</u> ENG 113 – Literature Based Research <u>OR</u> ENG 114 – Prof Research & Reporting	CHM 130/ 130A – Gen, Org, & Biochemistry is preferred. Make Careful Note: The ONLY substitution for CHM 130/130A is CHM 131, 131A AND CHM 132 with a grade of “C” or higher in each course <u>OR</u> a 100 level or higher college chemistry course with a grade of “C” or higher.
ENG 111 – Writing and Inquiry	BIO 275 – General Microbiology	Humanities/Fine Arts Elective	Social/Behavioral Science Elective

Note: Completed general education courses are awarded points in the competitive selection process. Courses “in progress” for which an applicant has not earned a final grade are not awarded points.

- (b.) Points for the applicant’s cumulative GPA.** The applicant’s unweighted cumulative high school GPA may be used. The applicant must have graduated from high school **January 1, 2019** or later. Applicants in their senior year of high school at the time of application will be required to submit a partial high school transcript and the cumulative unweighted GPA at the time of the deadline will be used. Applicants who have graduated from high school within the specified timeframe will use either the unweighted HS GPA or the cumulative GPA at CVCC, whichever is higher. The HS transcript must indicate the GPA is unweighted. Transfer students bringing in 6 or more transfer credits may use that college’s GPA, CVCC’s GPA, or the unweighted HS GPA. The highest cumulative GPA total will be used. There will not be any GPA combinations. Only the highest single source cumulative GPA will be used.
- (c.) Points will be awarded to applicants with an advanced degree.** Applicants who have attained an AA/AS/AAS/BA/BS/MA/MS from a regionally accredited school are awarded points in the competitive admission process. Official transcripts are required to verify the completion of the degree.
- (d.) Applicants will be awarded points according to their score on the TEAS exam.** There is no limit on the number of times a student takes the TEAS test; however, applicants may test only once per day. Official test scores sent electronically by ATI must be received by the deadline to be considered. Scores within the last three (3) years (**March 31, 2019 through March 31, 2022**) will be considered and the highest total score will be used.

RESPIRATORY THERAPY – Technical Standards

The following activities are examples of the kind of activities which a student in the Respiratory Therapy program will be required to perform in order to successfully complete the program. If an accepted applicant believes that he/she cannot meet one of more of the standards without accommodations or modifications, the applicant should consult the director of the program for students with disabilities.

Critical Thinking	Respiratory Therapy students should possess critical thinking ability sufficient for clinical judgment.	Students must be able to identify cause and effect relationships in clinical situations; develop and/or participate in the development of respiratory care patient plans.
Interpersonal Skills	Respiratory Therapy students shall possess interpersonal abilities sufficient for interaction with individuals, families, groups, etc. from a variety of social, emotional, cultural, and intellectual backgrounds.	A student must be able to establish rapport with patients, families and other health care members.
Communication Skills	Respiratory Therapy students shall possess communication skills sufficient for interaction with others in verbal and written form.	Explain treatment procedures, initiate health teaching, document and interpret therapeutic interventions and patient/client responses.
Mobility	Respiratory Therapy students shall possess physical abilities sufficient to move room to room and maneuver in small spaces, stand and walk extensive periods of time.	Move around in patient's rooms, work spaces and treatment areas, administer cardiopulmonary procedures.
Motor Skills	Respiratory Therapy students shall possess gross and fine motor abilities sufficient to provide safe and effective respiratory care procedures.	Set up, calibrate and use equipment, position patients/clients, perform CPR.
Hearing	Respiratory Therapy students must possess auditory ability sufficient to monitor and assess health needs.	Hear monitor alarms, emergency signals, auscultatory breath and heart sounds, cries for help.
Visual	Respiratory Therapy students shall possess visual ability sufficient for observation and assessment necessary for patient care.	Observe patient/client responses, see calibration and alarms for equipment, patient assessment.
Tactile	Respiratory Therapy students shall possess tactile ability sufficient for physical assessment.	Auscultation, percussion, palpation and the therapeutic modalities related to therapeutic interventions.
Weight-Bearing	Respiratory Therapy students shall possess the ability to lift and/or manipulate 45-50 lbs.	Position patients/clients, move equipment.
Cognitive Abilities	Respiratory Therapy students shall possess ability to be oriented to time, person and place, organize responsibilities, and make decisions.	Student shall assess patient/client complaints and implement appropriate treatment.
Occupational Exposures	Respiratory Therapy students may be exposed to communicable diseases and/or body fluids, toxic substances, medicinal preparations and latex. Students shall use appropriate precautions at all times.	Student may be assigned a client/patient with a communicable disease and shall provide total care using universal precautions.

Please note: Examples are not all inclusive.

If you have a disability and need accommodations, please contact the Counselor/Students with Disabilities Program at least 72 hours in advance at (828) 327-7000, ext. 4222
or accommodations@cvcc.edu.

Respiratory Therapy Program - Estimated Additional Costs

The costs listed below are estimates & subject to change without notice.

Items/Services	Estimated Costs
Physical exam and vaccines	\$833.00 (required prior to admission in Fall)
Scrubs (2 sets) & Lab Coat (1)	\$180.00 (First Spring Semester)
Clinic Shoes (white tennis shoes or nurses shoes, leather with closed heel and toe)	\$100.00 (First Spring Semester)
Criminal Background Check/Drug Test	\$145.00
Medical Malpractice Insurance	Approx. \$30.00 per year (Each Fall)
Clinical Tracking Software	\$76.00
Stethoscope, scissors, HEPA mask, calculator, goggles for clinical use, watch	\$165.00 (First Spring Semester)
Review CSE software license	\$75.00
Travel costs to clinical sites	\$500.00
AHA life support certification cards	\$65.00
Review for Boards - ordered through Kettering National Seminars	\$415.00
Final Mock Exams	\$100.00
NC License Fee	\$225.00*
Credentialing Fee: \$190.00 for TMC exam/\$200 for CSE exam	\$390.00*
Pinning Ceremony – provided by the underclassmen for the graduating class	Based on Student Planning (@ \$20.00)
Pins	\$50.00 (Final Spring Semester)
Flu Shot	Approx. \$25.00
Estimated Total	\$3,394.00

*After graduation from CVCC

Please Note:

- Most Respiratory textbooks are purchased the 1st semester of the program, and will cost approx. \$500 - \$600. Book costs the remaining semesters will be approx. \$100/semester.
- These cost estimates are **in addition to** the costs that any student attending CVCC will incur each semester, such as tuition, activity fees, accident insurance, books, and class supplies such as pens, paper, etc.
- Students applying for graduation will pay diploma fees.
- Estimates for these costs may be found in the CVCC Catalog (<http://www.cvcc.edu>).

The information provided below is for planning purposes only. Admission and curriculum requirements are subject to change without notice.

It is the applicant's responsibility, whether enrolled at CVCC or elsewhere, to monitor completion of the Minimum Admission Requirements (MAR) on a semester by semester basis. Students must ensure all materials have been submitted **before** the deadline and as directed by the Respiratory Therapy Admissions packet.

The following course **must be completed by March 31st:**

<p>Chemistry – Completion of a college level (100 or above) chemistry course with a grade of “C” or higher. <u>CHM 130 – Gen, Org, & Biochemistry AND CHM 130A – Gen, Org, & Biochemistry Lab are recommended.</u> Make Careful Note: The only substitution for CHM 130/130A is CHM 131, 131A AND CHM 132 with a grade of “C” or better in each course. All THREE courses must be completed.)</p>	
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Applicants are **not required** to complete the following courses before submitting a MAR Checklist, **but these courses are awarded points** in the competitive selection process. These courses, which require a grade of “C” or better, meet program degree requirements:

BIO 168 – Anatomy & Physiology 1 (4 credit hours)	
BIO 169 – Anatomy & Physiology 2 (4 credit hours)	
BIO 275 – Microbiology (4 credit hours)	
ENG 111 – Writing and Inquiry (3 credit hours)	
ENG 112 – Writing/Research in the Disciplines (3 credit hours) OR ENG 113 – Literature-Based Research (3 credit hours) OR ENG 114 – Professional Research and Reporting (3 credit hours)	
Humanities/Fine Arts Elective (3 credit hours)	
Social/Behavioral Sciences Elective (3 credit hours)	

Note: Completed general education courses are awarded points in the competitive selection process. Courses “in-progress” for which an applicant has not earned a final grade are not awarded points.

Application & Requirements Deadline – March 31, 2022 at 11:59 EST

Name: _____ Student ID#: _____

Admission requirements are subject to change without notice. It is the applicant's responsibility, whether enrolled at CVCC or elsewhere, to monitor completion of the Minimum Admission Requirements (MAR) on a semester by semester basis. Students must ensure all materials have been submitted **before** the deadline and as directed by the packet.

- 1. **DO THIS STEP FIRST:** Activate* the [CVCC Application](#) with "Respiratory Therapy" as the intended major. Previous CVCC students may confirm an active program status by emailing healthcare@cvcc.edu.

*Applications are **activated** when the applicant sends an email to admissions@cvcc.edu that includes a cell phone photo of a photo ID (driver's license) & a request to activate the Application by email. Applicants are responsible for reading and understanding the packet contents and meeting requirements.
- 2. Submit official, sealed [High School/High School Equivalency Transcript](#).
- 3. Submit all official [College Transcripts](#) from EVERY school ever attended (except CVCC). If additional coursework is completed after submission of transcripts, an official updated transcript must be submitted to CVCC to ensure all possible transfer credit is awarded.
- 4. Demonstrate college readiness by appropriate developmental courses, college courses, SAT/ACT scores, college placement testing, Multiple Measures or RISE placement assignment.
- 5. Attend CVCC Respiratory Therapy **Information Session**.
- 6. Meet **GPA Requirement (2.80)**.
- 7. Complete a college level (100 or above) chemistry course. **CHM 130 AND 130A is recommended** with a grade of "C" or higher in all courses. *Check Pre-Admission Coursework Guide for special notes regarding CHEMISTRY.*
- 8. Complete **ATI TEAS Exam**. Official scores sent from other locations must come through [ATI Testing](#) (www.atitesting.com) and must be received at CVCC by the deadline date.
- 9. **Submit the completed MAR Checklist before the deadline.** From the student's CVCC email account, send a scanned or cell phone photo of the completed MAR Checklist to healthcare@cvcc.edu. The *entire* document must be legible and readable.