



## **Health Sciences (HS) Applicant Information Packet for certificate and associate degree Programs**

Dear Prospective Student:

This packet contains the following information for your review:

1. Information on Limited Enrollment/Restricted Courses,
2. Degree Program Admission Processes,
3. Accelerated Admission for Academic Achievement (AAAA) for select degree programs,
4. Equal Opportunity/Non-Discrimination Policy Statement,
5. Admission and Program Requirements / Checklist, and
6. Test of Essential Academic Skills (TEAS) information.

### **Important links:**

- ✓ Health Sciences Division Webpage <http://www.sinclair.edu/academics/divisions/hs/>
  - Includes information pertaining to:
    - Links to individual department websites (Program Specific Information that provides the process for entry into limited enrollment/restricted courses is located on department webpages).
    - Divisional policies, including but not limited to:
      - Health Insurance Requirement
      - Background Check
      - Behavioral Standards
      - Test for Essential Academic Skills
- ✓ Sinclair College's Placement Testing <https://www.sinclair.edu/admissions/office/testing/>
- ✓ State Authorization: Information for students who are located/reside outside of Ohio, who wish to participate in internships/clinical placements/co-ops at a location outside of Ohio, or intend to seek employment outside of Ohio in a licensed profession [www.sinclair.edu/locations/online/state-authorization/](http://www.sinclair.edu/locations/online/state-authorization/)
- ✓ Academic Advising Center <https://www.sinclair.edu/services/welcome-center/academic-advising/>

## **IMPORTANT – LIMITED ENROLLMENT/RESTRICTED COURSES**

Health Science (HS) degree programs consist of open enrollment courses (general education and division specific) and program specific courses with limited enrollment. The open enrollment courses may be taken prior to entry into the limited enrollment courses. The limited enrollment courses are offered during the technical portion of the program that includes clinical, practicum, or professional practice experience.

The technical component of most programs have restrictions on the number of students that may start the limited enrollment courses each term (or year), based on space availability and accreditor guidelines, e.g.,. Several programs do not have limited enrollment courses- check with department chair and/or Academic Advising.

A student must complete prerequisites and other requirements, including minimum cumulative GPA, to qualify for entry into a program's limited enrollment courses. The process used to select its students for entry is described in the Program Specific Information Packet for each department.

**Please meet with Academic Advising for specific information regarding program enrollment or possible waiting lists for entry into the limited enrollment courses.**

<https://www.sinclair.edu/services/welcome-center/academic-advising/>

## **CERTIFICATE and ASSOCIATE DEGREE PROGRAM ADMISSION PROCESSES**

The pre-licensure degree programs within Health Sciences have varying admission processes - Students should refer to the program specific information regarding admissions and meet with a Health Sciences Academic Advisor. In general, however, the Health Sciences division has options for admission that may include:

- General/open admission,
- Competitive admission,
- Accelerated Admission for Academic Achievement (AAAA),
- Tech Prep, or
- Sinclair Health Sciences Academy.

For specific information on the Tech Prep and Sinclair Health Sciences Academy pathways, please visit the Division Policies information found at: <https://www.sinclair.edu/academics/divisions/hs/> . Information on general/open admission, competitive admission, and AAAA requirements can be found within the program specific information packets when applicable. Students are highly encouraged to meet with a Health Sciences Advisor to review all applicable admissions pathways for their selected program and to develop their academic plan (MAP).

### **GENERAL/OPEN ADMISSION**

For programs that use a general/open admission process, students that successfully complete the requirements to qualify for the limited enrollment courses will be offered enrollment into the technical portion of the program on a space available basis. Programs with capacity restrictions may use an eligibility waiting list for a period of time; this varies by HS program.

### **ACCELERATED ADMISSION FOR ACADEMIC ACHIEVEMENT (AAAA)**

The Division of Health Sciences has established the Accelerated Admission for Academic Achievement (AAAA) admission track for several of its departments). The AAAA program was developed to encourage students to be highly successful in general education/division specific courses taken prior to entry into the limited enrollment courses. Students demonstrating academic excellence are rewarded by accelerated entrance into Health Sciences limited enrollment courses. Participating programs can admit up to 50% of entering students each semester based on academic achievement rather than placement on any waiting lists. See Academic Advising and program specific information packets under the respective department for details regarding the AAAA admission track.

## **TECH PREP**

Refer to the Tech Prep Policies & Procedures found on the Health Sciences Division website  
<https://www.sinclair.edu/academics/divisions/hs/>

## **HEALTH SCIENCES ACADEMY**

Refer to the Sinclair Health Sciences Academy webpage  
<https://www.sinclair.edu/academics/divisions/hs/health-sciences-academy/>

### **EQUAL OPPORTUNITY/NON-DISCRIMINATION POLICY STATEMENT**

Sinclair Community College is strongly committed to a policy of equal opportunity in its employment practices, educational programs and activities, and the many services it offers to the community. The college does not discriminate against applicants, employees, or students on the basis of race, color, creed, religion, age, sex, sexual orientation, gender identity, marital status, veteran status, national origin, ancestry, citizenship or disability.

### **IMPORTANT CONSIDERATIONS**

- ✓ Health Sciences students may be required to meet health requirements to meet conditions of participating at clinical sites, including immunizations and vaccinations, as well as federal, state, or local government laws and regulations.
- ✓ Health Sciences students who are not U.S. citizens could face barriers to completing the clinical portion of their program of study depending on their immigration status or if they do not have a social security number.
- ✓ Graduates of Health Sciences programs who are not U.S. citizens could face barriers to becoming licensed or credentialed in their disciplines depending on their immigration status or if they do not have a social security number.
- ✓ Students under the age of 18 years may not be permitted by the external sites to participate in clinicals/practicums/field experiences; therefore, this could delay a student's progress through the curriculum. Please contact the department chair for the program of interest if you have additional questions.

### **ELECTRONIC DEVICES**

Students enrolled in Health Sciences programs may be required to purchase an electronic device for class, labs or clinical. These devices, such as a laptop or tablet, can enhance the learning and assessment experience. Many departments have converted to electronic textbooks (ebooks) and resources, to provide automatic updates as well as reducing cost to our students.

Any program(s) requiring a device will work with the Bookstore to ensure financial aid may be used.



## Admission and Program Requirements Check List

Step 1 a	<p><b>If you are a new student</b>, apply to Sinclair Community College at <a href="http://apply.sinclair.edu">apply.sinclair.edu</a> or visit the Welcome Center, Building 10, 1<sup>st</sup> floor. Indicate which program you are interested in pursuing.</p> <p><b>If you are looking for information about the different Health Science programs at Sinclair, explore these resources:</b></p> <ul style="list-style-type: none"><li>• <b>Explore Programs Now:</b> <a href="https://flashmedia.sinclair.edu/dl/dept/alh/ALHInstruction/CommunityPrograms/SCCHealthcareCareerExplorationAV/index.html?_ga=2.193390189.1182479183.1719236294-2079204313.1686144083#/">https://flashmedia.sinclair.edu/dl/dept/alh/ALHInstruction/CommunityPrograms/SCCHealthcareCareerExplorationAV/index.html?_ga=2.193390189.1182479183.1719236294-2079204313.1686144083#/</a></li><li>• <b>Health Sciences Division Orientation:</b> <a href="http://apps.sinclair.edu/hsos/index.cfm">http://apps.sinclair.edu/hsos/index.cfm</a></li></ul>
Step 1 b	<p><b>If you are currently enrolled</b> and want to add or change your program of study, meet with a Health Sciences Academic Advisor to update your official record.</p>
Step 1 c	<p><b>If your program of study offers Accelerated Admission for Academic Achievement (AAAA)</b> and you think you qualify, review the program specific information on the department webpage and contact your Academic Advisor for information on AAAA criteria and selection process.</p>
Step 2	<p><b>Meet with a Health Sciences Academic Advisor</b> to plan your course enrollment, review program admission criteria, and create your MAP (My Academic Plan) for the program of study of your choice. To schedule an advising appointment, call 937-512-3000 or 937-512-3700 or visit <a href="https://www.sinclair.edu/services/welcome-center/academic-advising/">https://www.sinclair.edu/services/welcome-center/academic-advising/</a>. The Academic Advising Center (AAC) is in Building 10, third floor, Room 301.</p>
Step 2b	<p><b>Watch the Health Sciences Orientation Video</b> <a href="https://sinclaircc.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=aebe9995-70ad-474b-81bf-">https://sinclaircc.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=aebe9995-70ad-474b-81bf-</a></p>
Step 3	<p><b>If you have transferable college credit</b>, request your official transcripts from previous colleges/universities to be sent directly to Sinclair Community College, Registration &amp; Student Records, 444 West Third Street, Dayton OH 45402-1460.</p>
Step 4	<p><b>If you do not have transferable college credit</b> in English Composition and/or mathematics, your placement will need to be determined. Contact the Sinclair Welcome Center by calling 937-512-3000 to find out if your high school transcript and/or ACT/SAT scores can be used for placement or if you will need to take placement testing. More information on placement testing can be found at <a href="https://www.sinclair.edu/admissions/office/testing/placement-testing-faqs/">https://www.sinclair.edu/admissions/office/testing/placement-testing-faqs/</a></p>
Step 5	<p><b>Review the program curriculum, program specific requirements, and deadlines. Meet with your Health Sciences Academic Advisor.</b> Links to program websites can be found at: <a href="http://www.sinclair.edu/academics/divisions/hs/">http://www.sinclair.edu/academics/divisions/hs/</a></p> <p><i>Please note: Several programs have time-sensitive rules for select courses. Please see Academic Advising to learn more.</i></p>
Step 6	<p><b>Review program specific requirements and deadlines</b> on the department's webpage and meet with your Health Sciences Academic Advisor.</p>

Step 7	<p><b>To enroll in any online course</b>, you must complete a free, self-paced course entitled "How to Succeed in eLearn" prior to registering for the first time in an online course. This course is available 24/7 and takes approximately 30 minutes to complete. There are no grades or credits attached to this course; it simply guides you through a comprehensive tutorial, giving you a chance to find out what it is like to be in a Sinclair online course. Go to <a href="https://www.sinclair.edu/locations/online/hts/">https://www.sinclair.edu/locations/online/hts/</a> for more information including a video and written instructions on how to sign up for the course.</p>
Step 8	<p><b>Complete pre-college level courses</b>, if any, resulting from placement determination. For questions regarding placement or pre-college level classes, please meet with Academic Advising.</p>
Step 9	<p><b>Meet with a Health Sciences Academic Advisor to verify eligibility and to confirm if the TEAS is required for your program of study</b> (select programs do <u>not</u> require the TEAS). The purpose of the requirement is to assist in determining students' academic preparedness for the Health Sciences programs. Additionally, test results will assist Academic Advisors in providing students with recommendations for preparing for the academic rigor of the HS programs. <a href="https://www.sinclair.edu/academics/divisions/hs/test-for-essential-academic-skills-teas/">https://www.sinclair.edu/academics/divisions/hs/test-for-essential-academic-skills-teas/</a></p>
Step 10	<p><b>Take the Test of Essential Academic Skills (TEAS) if required. Contact your Health Sciences Academic Advisor once complete.</b> <i>TEAS information provided on the next page of this document.</i></p>
Step 11	<p><b>Maintain a minimum cumulative GPA</b> to qualify for the limited enrollment courses. In addition, HS programs require that all courses in the curriculum be completed with at least a "C" grade. For specific program requirements, please see the Program Specific Information at respective department.</p>
Step 12	<p><b>Complete the requirements to qualify for the limited enrollment course</b> See the Program Specific Information process for entry into program courses with limited enrollment/restricted courses under the respective department and meet with a Health Sciences Academic Advisor.</p>
Step 13	<p><b>Complete all courses listed in the program's curriculum with a grade of "C" or better in order to continue in the program and graduate.</b></p>

## **Test of Essential Academic Skills (TEAS)**

### **Purpose of the Test of Essential Academic Skills (TEAS) exam:**

Students applying to several Health Sciences (HS) programs may be required to take the Test of Essential Academic Skills (TEAS) (select programs are exempt from the TEAS; see Academic Advising to learn more).

The purpose of the requirement is to assist in determining students' academic preparedness for the HS programs. Additionally, test results will assist academic advisors in providing students with recommendations for preparing for the academic rigor of the HS programs.

### **Policy & Procedure**

<https://www.sinclair.edu/academics/divisions/hs/test-for-essential-academic-skills-teas/>

Students will not be permitted to begin the program's limited enrollment courses, or be put on the program's eligibility waiting list, until the TEAS requirement is completed.

Students seeking additional information should contact an Academic Advising at (937) 512-3700 or [academicadvising@sinclair.edu](mailto:academicadvising@sinclair.edu) or by calling the department office of the program they are applying to enter

