Surgical Technology - Associate of Applied Science Application Packet
Moorhead Campus
Fall 2019 Start
Application Deadline: May 15, 2019

Thank you for your interest in the Surgical Technology program at Minnesota State Community and Technical College. This program is designed to prepare students to care for patients and participate as active members of the perioperative team. Graduates will have the entry-level knowledge to assist physicians, anesthesiologists and registered nurses throughout the perioperative experience; demonstrate proficiency with sterile techniques; prepare and use surgical equipment, instruments and supplies; and demonstrate an understanding of anatomy, physiology, pathophysiology and microbiology.

General education courses required for the AAS degree in Surgical Technology may be completed at any of the M State campuses or online. Students who are transferring in credits from another institution should allow up to six weeks for official transcript evaluation by M State.

Students who complete the M State application process and have graduated from high school or earned a GED certificate will be accepted into the college for general education courses. **Acceptance to the college is not a guarantee of admission into the Surgical Technology program. Admission to the core program is based on competitive eligibility admission criteria as outlined in this packet.**

There are 20 available seats for the Fall 2019 Surgical Technology program. The Surgical Technology program has a fall start only. In the case there are more eligible applicants than available seats, the 20 applicants with the highest GPA points in the prerequisite courses will be offered admission to the program. **You may apply before all of the prerequisite courses are completed, but your application will not be reviewed until all prerequisite coursework is complete with a grade of C or higher.**

We are pleased you are considering M State, and we look forward to reviewing your application. Applicants (prospective and accepted) are responsible for understanding the information in this packet. Contact Leah Trontvet (last names A-K) at leah.trontvet@minnesota.edu or Kristin Nelson (last names L-Z) at kristin.nelson@minnesota.edu with any questions. Curriculum information can be found http://www.minnesota.edu/programs/surgical-technology/.

All Surgical Technology admissions correspondence is by email. All accept/wait-list/deny notifications will be sent to the applicant's M State email address. Applicants have five business days to respond "I accept." If an applicant fails to respond, their seat will be offered to the first candidate on the wait list.

Surgical Technology Guidelines for Application and Admissions

Location	Moorhead campus
Acceptance to M State	To be considered for the Surgical Technology program, the applicant must apply to and be accepted to Minnesota State Community and Technical College. To apply, visit minnesota.edu/admissions. The application for the SURT program is a separate application.
Accuplacer Assessment Testing	Complete the Accuplacer assessment to determine which, if any, English and/or math developmental courses you need to complete. Transfer students may have previous coursework to satisfy developmental coursework and therefore may not need to assess. • Reading scores must be within the last three years. Math scores must be within the last two years. • Students who need assessment testing should sign up at minnesota.edu/assessment. • Attend a required Registration Day to complete campus orientation and meet with an academic advisor to register for classes.
Math and English Requirements	Math assessment scores must place the student into MATH1114-College Algebra or higher. Students testing into developmental math must complete the course(s) with a grade of C or higher prior to starting the program. Reading assessment scores must place the student into ENGL1101-College Writing I. Students testing into developmental English must complete the course(s) with a grade of C or higher, along with ENGL 1101, prior to starting the program.
Transfer Credits	Students who have completed course work at another higher education institution must supply an official transcript sent directly to M State from the college. Send transcripts to: M State Central Processing 1414 College Way Fergus Falls, MN 56537 Students should allow **up to six weeks** for transfer work to be received, evaluated and entered onto their Degree Audit Reporting System (DARS) audit. Transfer courses will not count toward admission to the Surgical Technology program until they have been evaluated by the M State transfer specialist and successfully transferred.
High School Status	**High school graduates** are encouraged to register for college general education courses while they pursue acceptance into the program. **GED completers** must supply the college with a GED transcript or certificate in order to gain acceptance.

Program Prerequisite Coursework	Applicants must earn a C grade or better **and** a cumulative GPA of 2.5 or higher in the program **prerequisite courses**: ▫ ENGL1101 ▫ BIOL2260 ▫ BIOL2261 ▫ PSYC2222 ▫ PHIL1200 ▫ SURT1200
Complete Surgical Technology-AAS Program Application Online	The Surgical Technology program application must be submitted for an applicant to be considered for acceptance to the program. The online application is available at minnesota.edu/programs/surgical-technology/. The application deadline for Fall 2019 is **May 15, 2019**. Applicants who meet all requirements for admission will have the greatest chance of being admitted into the program. Students are encouraged to submit the program application even if they are in the process of meeting all of the requirements for admission to the program. Applications will be reviewed after prerequisite coursework is complete. If the application deadline has passed, check minnesota.edu/programs/surgical-technology/ to see if applications are still being accepted.
Selection of Candidates for M State Surgical Technology Program	Students must have completed all math, English and admission prerequisite coursework, meeting the GPA minimums as outlined in this packet. Each prerequisite course is awarded points by earned letter grade (A=4 pts, B =3 pts, C=2 pts). In the case there are more applicants than available seats, applicants will be ranked by GPA points, and the top 20 will be admitted. If an applicant does not accept their seat, it will be offered to the first person on the wait list. If seats are available after the application deadline review, a secondary deadline will be posted and will be reviewed after summer term.
Acceptance	Applications submitted by the application deadline will be processed within 15 business days. Applicants have five business days to respond to an acceptance email and state that they are accepting their seat. If the applicant fails to reply or turns down their seat, it will be offered to the first candidate on the wait list. All Surgical Technology admissions correspondence is by email. All accept/wait-list/deny notifications will be sent to the applicant's M State email address only.

Additional Requirements

*Selective admissions criteria is subject to change.

CPR	Current American Heart Association BLS CPR/AED (Healthcare Providers) certification must be completed by **July 1** and remain current throughout. Students are to upload documents to the Student Passport System.
Minnesota Department of Health Background Study	Accepted Surgical Technology students are required to have a cleared Minnesota Department of Health background study by **July 1** in order to be eligible to start classes in the fall. The cost of the background study is $30. Students are responsible for the cost. Accepted students who choose not to complete the background study or who do not clear may not be permitted to attend clinical experiences or service learning opportunities. In such cases, the college cannot guarantee alternative learning opportunities, which ultimately will affect the students' ability to complete the program.
National Background Check	Accepted Surgical Technology students are required to have a cleared National Background Check by **July 1** in order to be eligible to start classes in the fall, even if they have completed a National Background Check for employment. National Background Checks are completed through a third-party vendor. Instructions and codes will be provided via official M State email from Joel Hoffman. The cost of the background check is $45.75. Students are responsible for the cost. Accepted students who choose not to complete the background study or who do not clear may not be permitted to attend clinical experiences or service learning opportunities. In such cases, the college cannot guarantee alternative learning opportunities, which ultimately will affect students' ability to complete the program.
Health Forms	Students are required to complete the Health Division Form by **July 1**. The form can be found at www.minnesota.edu/?id=21711. Students are to upload documents to the Student Passport system.
Laptop Requirements	Surgical Technology students will be required to have a laptop. The cost will be in addition to the cost of tuition, fees and books. The required computer specifications can be found at minnesota.edu/programs_majors.php?prog_code=475&laptop_info=true.
Student Passport	Health forms, supporting documentation and American Heart Association BLS CPR/AED (Healthcare Providers) documentation are required to be uploaded to the Student Passport system by **July 1.** Information on Student Passport will be sent to all accepted Surgical Technology students.

SURGICAL TECHNOLOGY PROGRAM PLAN
ASSOCIATE OF APPLIED SCIENCE (AAS) 60 CREDITS

Developmental Courses (if needed):

MATH 0055	Foundations of Mathematics	2	2/0/0
MATH 0085	Elementary Algebra I	2	2/0/0
MATH 0095	Elementary Algebra II	2	2/0/0
MATH 1020	Intermediate Algebra	3	3/0/0
ENGL 0091	English Foundations	3	3/0/0
ENGL 0097	English Strategies	3	3/0/0
ELL 0050/0060/1060/1080			

All Pre-SURT courses must be completed prior to beginning any courses in the core Surgical Technology program

CURRICULUM DESCRIPTION		CREDITS	LEC/LAB/C
Pre-SURT Courses:			
ENGL 1101	College Writing I	3	3/0/0
BIOL 2260	Anatomy & Physiology Lecture	3	3/0/0
BIOL 2261	Anatomy & Physiology Lab	1	0/1/0
PSYC 2222	Lifespan Development	3	3/0/0
PHIL 1200	Applied & Professional Ethics	3	3/0/0
SURT 1200	Introduction to Surgical Technology	3	3/0/0
1st Fall Semester			
BIOL 2262	Anatomy & Physiology II Lecture	3	3/0/0
BIOL 2263	Anatomy & Physiology II Lab	1	0/1/0
HLTH 1116	Medical Terminology	3	3/0/0
SURT 1210	Surgical Technology I	6	6/0/0
1st Spring Semester			
BIOL 2267	Medical Microbiology Lecture	3	3/0/0
BIOL 2268	Medical Microbiology Lab	1	0/1/0
HLTH 2208	Pathophysiology	3	3/0/0
SURT 1215	Surgical Pharmacology	3	3/0/0
SURT 1220	Surgical Technology II	6	6/0/0
2nd Fall Semester			
SURT 1230	Surgical Technology III	4	4/0/0
SURT 1250	Surgical Clinical I	6	0/0/6
SURT 1255	Surgical Clinical II	6	0/0/6

FALL 2019 SURGICAL TECHNOLOGY APPLICATION ASSESSMENT
(to be completed by Surgical Technology selection committee)

Applicants for the Surgical Technology program will be assigned points for the courses listed below to determine which applicants will be accepted. The 20 applicants who have the most points will be selected for admission into the Surgical Technology program. To receive points for the courses, applicants must have completed the courses and received a letter grade prior to the application deadline. We will use the highest grade for any repeated courses. Applicants who have completed prerequisite courses at another postsecondary institution must have their official transcripts evaluated by M State by the application deadline to be used for their application. In the case of one or more ties, an earned grade in BIOL 2262-Anatomy and Physiology II lecture will be used as a tie breaker.

You may apply before all of the prerequisite courses are completed, but your application will not be reviewed until all prerequisite coursework is complete with a grade of C or higher. If spots are still available, a secondary review will take place once the summer term ends.

College Grade Points: A=4 points, B=3 points, C=2 points, IP=In Progress/No points, N=No attempt on record

	COURSE TITLE	CREDIT WEIGHT x GRADE	=**POINTS**
MATH1020	Intermediate Algebra	YES/NO	
SURT1200	Introduction to Surgical Technology	3 x _____	_____
BIOL2260	Human Anatomy and Physiology I lecture	3 x _____	_____
BIOL2261	Human Anatomy and Physiology I lab	2 x _____	_____
PHIL1200	Applied and Professional Ethics	3 x _____	_____
ENGL1101	College Writing	3 x _____	_____
PSYC2222	Lifespan Development	3 x _____	_____

Earned prerequisite GPA (must be 2.5 or higher to be admitted; includes all earned prerequisite grades):   _____

BONUS POINTS

Cumulative M State GPA of 3.5 or higher	2 points possible	_____
Cumulative M State GPA of 3.0 or higher	1 point possible	_____

TIE-BREAKER

The following will be calculated ONLY in the case a tie-breaker is needed (whichever is not used above):

BIOL2262	Human Anatomy and Physiology II lecture	3 x _____	_____

TOTAL POINTS: _____

FOR OFFICE USE ONLY	Initials	Date
Review A:		
Review B:		