



WALLACE  
COMMUNITY  
COLLEGE

Fall Semester 2021

## Respiratory Therapist Program (RPT)

**Application Deadline: Friday, May 28, 2021, 2:00 p.m.**

**❖❖ Communications regarding acceptance status will now be emailed to all applicants. An active email address is required. ❖❖**

Dear Prospective Student:

Thank you for your interest in the Respiratory Therapist Program at Wallace Community College.

Please read all information carefully.

- Find **information about admission requirements** online at: [www.wallace.edu](http://www.wallace.edu) / *Programs of Study / Health Sciences / Respiratory Therapist*.
- A **CHECKLIST** is included to help ensure that you have met all requirements and all attachments are included.
- **Application packets must be complete at the time of submission.** Incomplete application packets will be disqualified. *If you are registered for classes this spring semester, wait until you have your grades posted to your transcript before submitting your application packet.*
- **All applicants will receive an email regarding their status by the first week of July 2021.** In order to allow time to process applications, please do not contact the office to inquire about application status prior to this time. If you have not received an email noting your status by mid-July, contact *Shannon McNabb, Allied Health Secretary* at 334-556-2388.

For general questions regarding the Respiratory Therapist program, please contact the RPT Program Office at (334) 556-2388 or via email at [smcnabb@wallace.edu](mailto:smcnabb@wallace.edu)

**It is in your best interest to make a copy of all paperwork for your files before submission of your completed RPT admission packet. No copies or documents will be returned or provided to applicants after the application has been submitted.**

Respiratory Therapist Program  
Wallace Community College  
Commission on Accreditation for Respiratory Care (COARC)  
1248 Harwood Road  
Bedford, TX 76021-4244  
817-283-2835

# Respiratory Therapist Program Application Checklist and Important Information

Student Name: \_\_\_\_\_ WCC Student ID#: \_\_\_\_\_

## Application Requirements

Initial  
Here

### \_\_\_\_\_ **Completed requirements for general admission to Wallace Community College.**

- Applicants must complete the WCC application for general admission requirements according to the college admission policy prior to submitting the Respiratory Therapist application packet.
- In addition to meeting standard admission requirements, students applying to the RPT program must submit separate official transcripts from ALL colleges attended to the Office of Admissions regardless of prior degree(s).
- Students are encouraged to begin the WCC application process as soon as possible.

### \_\_\_\_\_ **Meet minimal admission requirements** (For minimum admissions requirements see page 2 of application).

- Students must include transcript(s) as proof of meeting academic requirements.

### \_\_\_\_\_ **Completed application forms for the RPT program**

- All forms must be complete and signed, where required.

### \_\_\_\_\_ **Attach “Respiratory Therapist Application”**

- Be sure you have given all information asked for on the application.
- Sign and date the application.

### \_\_\_\_\_ **Attach Proof of Unconditional Admission Status** from OneACCS Student Profile

- Students must be unconditionally admitted to WCC before submitting a Respiratory Therapist application packet. (If you are enrolled at another college and cannot obtain “unconditional” status, you must submit all official transcripts up to the semester in progress to the Office of Admissions and Records at WCC, and then follow up with a complete transcript (following grade posting) at the end of spring semester.)
- If you have previously been enrolled at WCC, but are not taking courses for Spring 2021, you must readmit to WCC prior to Program application deadline.
- *Proof of Unconditional College Admission*  
*Screen print from OneACCS student profile*

**Example:**

**Degree:** Associate in Science

**Level:** Undergraduate

**Program:** AS General Studies

**College:** Academic Transfer

**Major:** Pre RPT

**Concentration:** Not Provided

**Admit Type:** Unconditional Admit

**Admit Term:** Spring 2019

**Catalog Term:** Fall 2019

- If your student profile says “Conditional Admit”, you will need to satisfy the requirements necessary to update your student profile to Unconditional Admit prior to the Program application deadline.
- If you are enrolled in classes at another institution for Spring 2021, your admission status will not be unconditional until admissions receives your final transcript. Upon completing your Spring 2021 courses, you will be required to submit your final transcript to admissions. If this applies to you, we **WILL** accept your conditional admission status until you are cleared with admissions. You must have all documentation submitted to admissions, including a transcript showing courses in progress from your current institution.
- **Please allow a minimum 72-hour processing time for documents requested from the Office of Admissions and Records.**

### \_\_\_\_\_ **Attach separate transcripts from EACH college attended**

- Copies of separate transcripts (unofficial copies are acceptable) from **EACH** college attended must be included with this application, **including your WCC transcript**, if applicable.
- Transfer credit listed on any other college’s transcript will not be accepted in place of transcripts from the original college.
- **Transcripts for the RPT application packet can be unofficial.** (Although official transcripts are submitted to the Office of Admissions and Records for acceptance to the College, *transcripts must also be submitted with your RPT application packet.* Copies of transcripts will not be provided by the WCC Office of Admissions and Records for any college other than WCC.) If you are currently enrolled in courses which will be completed prior to the application

deadline, submit a transcript copy (unofficial from website following grade posting is acceptable) showing final grade posting with your application.

**Attach scores for the ATI TEAS® (Test of Essential Academic Skills)**

- Students must log on to [www.atitesting.com](http://www.atitesting.com) and click on “Register for TEAS®” at the bottom right corner of your screen.
- Application packet must include a copy of the **TEAS®** score report.
- Applications received without test scores will be considered ineligible for admission consideration. Scores are good for three years prior to the application deadline.
- No other tests will be accepted in lieu of the TEAS® exam (see *TEAS® exam information attachment*)

**Attach signed and dated “Checklist and Important Information” form**

- Review each requirement listed on the Checklist and when complete mark as complete.
- Sign and Date when form is complete and attach to application packet.

**IMPORTANT NOTIFICATION METHOD:** Applicants will be notified of acceptance status by **EMAIL**. It is imperative that applicants submit an accurate and frequently checked email address on this application.

**Submit RPT Application Packet:**

- Hand deliver – Application packet must be in a sealed manila envelope with program name and your name on the outside of the envelope.
- Mail – Submit application to the address listed below.

**Classes for the RPT program are only offered on the Dothan Campus.  
However, applications may be submitted in the following ways:**

**By Mail:** Wallace Community College  
Shannon McNabb  
Allied Health Secretary  
1141 Wallace Drive  
Dothan, AL 36303

**POSTMARK**  
No later than May 28, 2021

**In Person: Dothan Campus**  
Health Science Building – 2<sup>nd</sup> Floor  
Reception Desk Drop Box  
Monday-Thursday 7:30 AM-4:30 PM  
Friday 7:30 AM-2:00 PM

**Sparks Campus**  
Earl Bynum  
Administration Building  
Student Services Office  
Monday-Thursday 7:30AM - 4:30 PM  
Friday 7:30 AM – 2:00 PM

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date



**Wallace Community College**  
The Alabama Community College System  
Respiratory Therapist Application

**For Office Use Only**

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

It is the responsibility of the applicant to submit a **completed** application packet. Mailing information and submission locations are listed on the Application Checklist for this application. Applications should be submitted on or before the deadline of **Friday, May 28, 2021, 2:00 p.m.** If mailed, postmark must be no later than May 28, 2021. No applications will be accepted after the deadline.

## I. PERSONAL DATA

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ MI: \_\_\_\_ Maiden: \_\_\_\_\_

Student I.D.#: \_\_\_\_\_

Email: \_\_\_\_\_  
(List an active email address. Communications regarding this application will be made via the listed email account.)

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cellular Phone: \_\_\_\_\_

## II. EDUCATION

High School Graduation Year: \_\_\_\_\_ High School Name: \_\_\_\_\_

GED (if applicable): Yes \_\_\_\_\_ No \_\_\_\_\_ Date Completed: \_\_\_\_\_

Are you currently taking college courses? Yes \_\_\_ No \_\_\_ If yes, what college? \_\_\_\_\_

- Applicants to the RPT program must disclose **each college and/or university attended** regardless of credit hour, certificate, in-class or on-line instruction, or course/degree completion. Any failure to disclose attendance at any college or university could result in immediate disqualification from the RPT applicant pool and/or RPT program.

List all colleges **attended** and the year(s) attended:

DATES FROM/TO	INSTITUTION(S) ATTENDED, INCLUDING WCC	CITY / STATE	CREDENTIALS EARNED, if applicable (CERTIFICATE/DEGREE)

Please place a checkmark by each course you have successfully completed with a “C” or above.

- |  |   |
|--|---|
| <input type="checkbox"/> BIO 201 A&P I                                   | <input type="checkbox"/> SPH 107 Fundamentals of Public Speaking <b><u>OR</u></b> |
| <input type="checkbox"/> BIO 202 A&P II                                  | SPH 106 Oral Communications   |
| <input type="checkbox"/> ENG 101 English Composition I                   | <input type="checkbox"/> Humanities/Fine Arts Elective                            |
| <input type="checkbox"/> MTH 100 Intermediate College Algebra            | <input type="checkbox"/> CIS 146 Microcomputer Application <b><u>OR</u></b>       |
| <b><u>OR</u></b> higher  | Demonstrated Competency   |
| <input type="checkbox"/> ORI 101 Orientation to College <b><u>OR</u></b> | <input type="checkbox"/> PSY 200 General Psychology                               |
| ORI 105 Orientation & Student Success                                    |   |

**NOTE:** It is in your best interest to make a copy of all paperwork for your files before submission of your completed RPT admission packet.

I understand that completion of this application is a component of the student profile and that acceptance of this application by Wallace Community College does not imply acceptance into the Respiratory Therapist program. The final selection of applicants is by the RPT Application review committee. Further, I understand this application must be resubmitted if I am not selected for the Fall 2021 semester.

**I hereby certify that I have made no willful misrepresentations nor have I withheld information pertinent to this application. I certify that the information given in this application is true and correct. I understand that providing false information may be deemed sufficient reason to dismiss a student and/or refuse admission to the RPT program.**

Minimum admission standards include:

1. Unconditional admission to WCC.
2. Receipt of completed application packet for the RPT program by **Friday, May 28, 2021, 2:00 p.m.**
3. All transcripts (college and/or high school) or unofficial GED scores.
4. Minimum of 2.0 cumulative GPA for students with previous college work OR high school transcript for students without prior college work (GED® acceptable in lieu of high school transcript).
5. Eligibility to enroll for or previous completion with a “C” or higher of ENG101 at the time of program application. Students enrolled in courses pre-requisite to ENG101 at the time of application may be considered for conditional admission pending grade results at the end of summer term.
6. Eligibility to enroll for or previous completion of MTH100 and BIO201 during the second semester of the Program.
5. Score on the TEAS® for math, reading, science, and English. Scores must be within three (3) years of the application deadline.
6. Good standing with WCC as defined by the College Catalog.
7. Meeting the essential functions and technical standards required for RPT.

**Admission to the RPT program is competitive, and the number of students is limited by the number of faculty and clinical facilities available. Meeting minimal requirements does not guarantee acceptance.**

\_\_\_\_\_  
Applicant’s Signature

\_\_\_\_\_  
Date

**NOTE:** *Upon acceptance* into any health program at WCC, students will be required to submit to drug screening and a background check.

**RESPIRATORY THERAPIST PROGRAM  
PHYSICIAN'S STATEMENT  
ESSENTIAL FUNCTIONS CERTIFICATION**

**For your information only. No physical examination is required during application process.**

Please review the following in regards to the physical abilities required to successfully perform the "essential functions" of a respiratory therapist professional.

These essential functions include the following:

Possess the visual acuity necessary to read and write, perform bedside patient assessment, detect changes in the environment, and visually inspect the informational displays of various life support equipment and patient monitoring equipment typically employed in the care of respiratory patients in varying levels of light. This would include digital, aneroid, graphic, color graphic, and alarm displays.

Possess the psychomotor skills and manual dexterity necessary to:

- write legibly.
- adjust typical control functions of various life support equipment and patient monitoring equipment.
- perform physical assessment of patients.
- respond quickly and appropriately to patient emergencies.
- perform standard (AHA) CPR techniques.
- assist with lifting, transferring, and moving patient.
- perform standard respiratory care procedures.
- perform activities involved in sterile and isolation procedures.
- perform various tasks associated with normal daily activities in a health care setting,
- moving between various patient care areas, charting, gathering equipment, etc..

Possess ability to hear high and low frequency sounds, such as telephones, monitor alarms, emergency signals, weak cries of infants and weak calls for help. Possess ability to communicate effectively with patients and medical staff.

# Test of Essential Academic Skills Version (ATI TEAS®)

The ATI TEAS® measures basic essential skills in the academic content area of reading, mathematics, science, English and language usage. Applicants must create an account at [www.atitesting.com](http://www.atitesting.com) to register and schedule a date for testing.

## Guidelines for ATI TEAS® Testing

Total time available to test – 209 minutes (3 hours and 29 minutes)

Four Option Multiple-choice; Number of Test Questions – 170

- Reading – 58 minutes / 48 questions
- Math – 51 minutes / 34 questions
- Science – 66 minutes / 54 questions
- English & Language – 34 minutes /34 questions

## Accommodations for Students with Disabilities

According to the U.S. Department of Education's Section 504 of the Rehabilitation Act of 1973, a student with a disability may be defined as any individual who:

- has a physical or mental impairment which substantially limits one or more major life activities;
- has a record of such an impairment; or
- is regarded as having such an impairment.

Any examinee who has a documented disability should contact [Disability Support Services](#) at respective campuses two weeks prior to registered testing date.

## Preparing for the ATI TEAS®

Study Manual for the Test of Essential Academic Skills, Version Six is available for purchase online from ATI. Wallace students may check out a copy of the manual from the Wallace Library.

Students may also visit the sites listed below for free ATI TEAS® practice questions:

<http://www.mometrix.com/blog/ati-teas-6-test-breakdown/>

<https://uniontestprep.com/teas>

The following items are available for purchase at [www.atitesting.com](http://www.atitesting.com)

- Learning Strategies
- TEAS® Pre-Test Study Manual
- TEAS® Online Practice Assessments
- TEAS® Transcripts

There is no minimum score required on the ATI TEAS® but a higher score produces a higher point total. Cost of the ATI TEAS® test is \$77.00. This fee must be paid in advance online by debit or credit card at [www.atitesting.com](http://www.atitesting.com). You may find the test times for the Wallace Campus in Dothan [Testing Center](#) and the Sparks Campus in [Eufaula Testing Center](#) by clicking each center's name. To see how the ATI TEAS® score is used, see your specific program's admission information.

### Registering for the ATI TEAS®:

Log on to [www.atitesting.com](http://www.atitesting.com)

- Click on “Register for TEAS®” at the bottom right corner of your screen.
- After completing the registration process, testers will be required to create a user account if they do not already have one prior to purchasing the test session. **REMEMBER YOUR USER ID AND PASSWORD—IT WILL BE REQUIRED AT TIME OF TESTING.**

### Taking the ATI TEAS®

Late arrivals will not be tested, please arrive 30 minutes early to the test site. Late arrivals will forfeit his/her testing fee.

- Make sure you bring one **form of ID** (must be a government issued photographic identification – i.e. Driver’s License or Passport)

The following items are **NOT** allowed in the testing lab during the ATI TEAS®:

- **Cell Phones**
- **Calculators**
- **Food or drink**
- **Textbooks or reference books of any kind**
- **Sunglasses, hat or hood**
- **Music (CD players, MP3 players, iPods, etc.)**

### Please Note

ATI assesses a \$27.00 fee to transfer an ATI TEAS® score to a location other than your original test site.

- **Missed exams are non-refundable.**
- ATI TEAS® is good for three years.
- ATI TEAS® may be repeated only once during any admission time frame. The student must wait at least six-weeks to retest. There are two versions of the exam. The exam software will not allow a student to test twice on the same exam. You must identify yourself as a repeat tester or you will be locked out of exam and testing fees are non-refundable.
- **Proof of ATI TEAS® score must be attached to program application.**

### ATI TEAS® Score Report

Students can download TEAS test results by signing in to [www.atitesting.com](http://www.atitesting.com), then complete the following:

- Sign-in with student username and password for ATI.
- Select MY RESULTS.
- Select TEAS test results
- DOWNLOAD RESULTS
- OPEN WITH ADOBE
- Print TEAS test report.