

Veterinary Technology

School of Health Professions
Community College of Baltimore County (CCBC)

Essex Campus

Admission Guide

2020 - 2021



Veterinary Technology

Welcome

Thank you for your interest in the Veterinary Technology Program at the Essex Campus of the Community College of Baltimore County.

The Veterinary Technology Program is designed to be completed in five continuous semesters. Admission to this program is competitive and may include an interview with the program staff. Please carefully review the information contained within this guide to ensure you have completed all steps required for admission consideration.

I wish you the best with submission of your admission application.

Sincerely,

Carol M. Schwartz, VMD
Program Director

Program Description

The Veterinary Technology Program officially begins in the fall semester. All prerequisites must be satisfied prior to starting in the Program. Veterinary technicians are vital members of the profession. The five-semester Veterinary Technology Program provides students with the foundation and skill set necessary to pursue a career as a veterinary technician in private practice, specialty practice, emergency, large animal, zoo/wildlife, veterinary teaching hospitals, labs, research, shelters, etc. Emphasis is on companion animals, with exposure to lab animal, exotic and large animal species. The program includes didactic and interactive learning as well as clinical experience. An internship of clinical rotations is provided by the program during the second year. The Veterinary Technology Program is a Selective Admissions process and admission to the program is highly competitive. A minimum grade of C is required in all program prerequisites but the most competitive students will have shown mastery in their coursework with B or better grades and commitment to the veterinary profession through volunteer and/or paid employment in the veterinary field.

Accreditation

The Veterinary Technology Program is accredited by the American Veterinary Medical Association Committee on Veterinary Technician Education and Activities (AVMA/CVTEA)

[AVMA website: www.avma.org](http://www.avma.org)

Admissions Deadline

April 15th for a fall start

Required Coursework

All courses must be completed prior to the beginning of the program. Students can be in progress with prerequisite courses at the time of application. Students must achieve a grade of “C” or better on all prerequisite courses.

- VETT 106 – Introduction to Veterinary Technology
- BIOL 109 – Human Anatomy and Physiology
- PSYC 101 – Introduction to Psychology or SOCL 101 – Introduction to Sociology
- CSIT 101 – Technology and Information Systems
- ENGL 101 – College Composition I
- MATH 163 – Pre-Calculus I
- CMNS 101 – Fundamentals of Communication
- General Education Elective - Choose an Arts/Humanities or Social/Behavioral course in either category from the list of approved General Education Courses. It must be a Diversity Course.
 - PSYC 105: Human Relations in a Culturally Diverse Society, can satisfy the PSYC 101 and Diversity requirement

Admission Criteria

- A CCBC GPA of 2.00 or higher for any courses completed at CCBC.
- Two professional electronic references are required in your SHP CAS application.

- One must be from a credentialed veterinary technician (RVT, CVT, LVT), preferred, or veterinarian (DVM or VMD) with whom the applicant is currently working. This can be paid employment and/or volunteer work (e.g. MDSPCA, BARCS, etc.) and must be directly observed and evaluated.
- The second can be from another credentialed veterinary technician, veterinarian, professor or current employer.
- The applicant must have a minimum of 24 hours work or volunteer time to demonstrate commitment to the veterinary field and the ability to successfully function within it. The student will complete the Document of Work Hours form, found at the end of the Admission Packet and upload it to the CAS application in the Program Materials quadrant, under the Documents tab.
- Write a short biographical sketch including your qualifications and interest in veterinary technology as your prospective career. Submit as a question response within the application.
- Interviews, if conducted, are scheduled over a 2-3 day period, either the last week in May or the first week in June. Selected applicants must be available over this time period; no exceptions will be made.
- If selected, you will receive program information during the summer. Orientations for the School of Health Professions and the Veterinary Technology Program are scheduled during the summer. Attendance is mandatory.

Steps for Admission

1. Apply for admission to CCBC [at http://www.cbcmd.edu/apply](http://www.cbcmd.edu/apply)
2. Participate in assessment testing, if necessary
3. Complete prerequisite courses as necessary
4. Once you have your CCBC Student ID number, log into [the application at https://shp.liaisoncas.com/applicant-ux/#/login](https://shp.liaisoncas.com/applicant-ux/#/login) and apply to the **CCBC SHP VET TECH** program by the application deadline. The **non-refundable** \$50 application fee is due at time of submission.
5. It is the sole responsibility of the student to ensure that all documents have been received or uploaded into the SHP CAS by the April 15th deadline.
6. Applicants will receive an **email** inviting them to complete the **CCBC SHP Supplemental application** once their program SHP CAS application has been verified. Instructions will be in the email.

TRANSCRIPTS

1. This program requires that all official U.S. college transcripts be submitted to the SHP CAS preferably 4-6 weeks prior to the admission deadline.
 - a. SHP CAS Transcript Processing Center
 - i. All official U.S. College transcripts, **including CCBC**, are required to be sent to the SHP CAS Transcript Processing Center. Hard copies (paper copies) must be sent along with the Transcript Matching Form for each transcript (found in the second quadrant of your SHP CAS application) to the below address. Alternatively, you may choose to send an electronic transcript (if your school offers it) for faster processing. You may find us as SHP CAS or something similar according to how your school has it listed.

SHP CAS Transcript Processing Center

P.O. Box 9134

Watertown, MA 02471

- b. CCBC Enrollment Services Center, Baltimore, MD
 - i. Additionally, ALL official U.S. College transcripts, **not including CCBC**, must be sent to the CCBC Enrollment Services Center. Directions can be found using this [URL https://www.cbcmd.edu/get-started](https://www.cbcmd.edu/get-started)
- c. SHP Admission Office, Baltimore, MD
 - i. If you have CLEP scores, AP scores and/or an International College Transcript evaluation, the official score report or evaluation must be sent directly to our office. Do not send it to Watertown or to Enrollment Services. We will forward the report or evaluation once we have used it for admission consideration, to the appropriate group.

CCBC School of Health Professions Admission Office

7201 Rossville Blvd.

Carol Diane Eustis Center for Health Professions, Suite 102

Baltimore, Maryland 21237

2. All applicants are responsible for checking to see that their official transcripts have been received in the appropriate locations.
 - a. SHP CAS – log into your applications and select the Check Status tab in the upper right corner. If you have a concern, select the blue question mark at the top of your application and follow the prompts.
 - b. CCBC Enrollment Services – Log into your SIMON account to determine if your transcripts have been received and to review your transfer of credit.

Applications missing transcripts will not be considered for admission.

Admission Response

Admissions decisions are emailed to applicants approximately 6 to 8 weeks after the application deadline.

Technical Standards

All applicants must meet the physical and emotional standards that are required by the AVMA and Committee on Veterinary Technician Education. All applicants must possess the ability to kneel, bend, stoop, and reach in all directions to handle animals and equipment. Applicants must have the manual dexterity to perform tasks, and the ability to restrain, lift and carry animals weighing up to 50 pounds. Applicants must be able to hear alerting sounds of equipment, verbal commands of the veterinarian or veterinary technician, recognize animals that are in distress, and be able to respond quickly if needed. The ability to integrate and process information, complete math calculations and conversions, and communicate effectively (written and verbal) is essential.

Post Admission

If selected, you will receive program information during the summer. Orientations for the School of Health Professions and the Veterinary Technology Program are scheduled during the summer. Attendance at Orientations is mandatory.

Applicants should be aware that the following items will be required to progress in the clinical/practicum components of the program. Further information will be provided by the program director.

- Proof of a recent physical examination with current immunizations
- Proof of current health insurance
- Criminal background investigation
- Drug screening

Veterinary Technician's Oath

I solemnly dedicate myself to aiding animals and society by providing excellent care and services for animals, by alleviating animal suffering, and by promoting public health.

I accept my obligations to practice my profession conscientiously and with sensitivity, adhering to the profession's Code of Ethics and furthering my knowledge and competence through a commitment to lifelong learning.

Who to Contact

Academic Advising – Advising is available at all campuses and extension centers. Please ask to speak with a **Health and Science Pathways Advisor** only. For the Catonsville campus call 443-840-4382 or visit the Student Services Center room 102. For the Essex campus call 443-840-1973 or visit the Student Services Center room 120A. For the Dundalk campus, call 443-840-3816 or visit the Student Services Center room 102. The hours, addresses and phone numbers for all sites can be found by calling 443-840-2222 or online at <http://www.ccbcmd.edu/Resources-for-Students/Academic-Advisement/Contact-an-Academic-Advisor.aspx>.

School of Health Professions Office of Admissions at 443-840-1989 or email shpseat@ccbcmd.edu

Community College of Baltimore County

School of Health Professions Veterinary Technology Program

Documentation of Observation Hours

Work experience can indicate future success in the Veterinary Technology Program. Current work in the field is required, paid or volunteer. Shadowing a credentialed veterinary technician or veterinarian for a day does not fulfill the requirement. Breeding or showing animals does not fulfill the requirement, unless the applicant is actively involved with a 4H farm animal program. A structured internship or volunteer experience with an animal welfare agency, does fulfill the requirement, i.e. BARCS, Maryland SPCA, or volunteer work in a shelter/rescue, zoo, etc. Hours accrued during internship in a Vet Assistant program also meet the requirement.

This form must be uploaded to the SHP CAS application to document a minimum of **24 hours** employment, paid and/or volunteer, in a veterinary setting. One supervisor must be a credentialed veterinary technician, preferred, or veterinarian. The form should be uploaded in the Program Materials quadrant of the SHP CAS application, in the Documents tab.

Print Applicant Name: _____

CCBC Student ID Number: _____

Employer #1

Employer Name (Veterinary Facility): _____

Start Date: _____

End Date: _____

Hours worked per week: _____

Weeks worked: _____

Total # hours worked: _____

(hours/week) X # weeks

Print Name and Title of Supervisor: _____

Signature of Supervisor: _____

Supervisor Email: _____

Supervisor Phone: _____

Print Applicant Name: _____

CCBC Student ID Number: _____

Employer #2

Employer Name (Veterinary Facility): _____

Start Date: _____

End Date: _____

Hours worked per week: _____

Weeks worked: _____

Total # hours worked: _____

(hours/week) X # weeks

Print Name and Title of Supervisor: _____

Signature of Supervisor: _____

Supervisor Email: _____

Supervisor Phone: _____

Employer #3

Employer Name (Veterinary Facility): _____

Start Date: _____

End Date: _____

Hours worked per week: _____

Weeks worked: _____

Total # hours worked: _____

(hours/week) X # weeks

Print Name and Title of Supervisor: _____

Signature of Supervisor: _____

Supervisor Email: _____

Supervisor Phone: _____