

Rappahannock Community College

Application: Career Studies Certificate Program, Phlebotomy

For Entry in _____ (Semester) of _____ (Year)

APPLICANT INFORMATION			
Last Name	First Name	MI	Date
Physical Street Address		Apt #	
City	County	State	Zip
Mailing Address		Apt #	
City	County	State	Zip
Home Phone	Work Phone	Cellular Phone	
VCCS Email address	Alternate Email Address		
VCCS Student ID	Have you ever applied to this program before? No _____ Yes _____ If yes, when?		
Campus Choice: _____ Warsaw _____ Glens _____ King George			
Note: Students may choose one home campus, but must be flexible in the event that course and clinical scheduling dictates a change in campus location. Similarly, space may be available in courses or clinical sites at or near the opposite campus necessitating faculty placement there. Campus locations are honored as your first choice, but not guaranteed. _____ Initial that you have read and understood this statement.			

Please list all of your academic history in the spaces below and include any and all degrees or certificates earned.

ACADEMIC HISTORY	FROM	TO	Last year attended	GRAD (Y/N)	Degree if applicable
Currently in High School Name of HS:					
High School graduate Name of HS:					
GED Completion					
Vocational School Name					
College Name					
College Name					
Have you taken or are you planning to take an approved courses to complete your Careers Studies Certificate? _____ Yes _____ No, If yes, what course and when will you take it?					
Have you ever enrolled in a Phlebotomy course before? _____ Yes _____ No. If yes, what program and when?					

Please list any and all training and certifications you have completed. Put N/A if you have not completed any.

Training/Certificates	Currently Practicing	Last Date of Practice	License or Certificate #
	_____ Yes _____ No		
	_____ Yes _____ No		
	_____ Yes _____ No		

Have the appropriate counselor sign this application stating you have been appropriately advised regarding this phlebotomy program.

	Name	Signature
RCC Counselor/Career Coach		
Advisor		
Virginia Employment Commission Counselor		
OnRamp Counselor		
PluggedIN Counselor		

CHECKLIST FOR COMPLETE APPLICATION	INITIALS	
I am enrolled as a student at Rappahannock Community College. If separated from RCC for more than 3 years, a new college application is required.		
I have completed all required college testing (VPT MTH & ENG) and developmental course work, if applicable. Candidates for the program must place into ENF 2 at a minimum.		
Evidence of: (See Additional Requirements Page on website).	YES Initial below	NO Initial below
1. Negative 2-step TB testing if you have never been tested, annual TST otherwise Positive TST in the past requires verification of a clear chest x-ray by your healthcare provider		
2. Hepatitis-B series completion		
3. Evidence of 2 MMR vaccines or the presence of titers proving immunity		
4. Tetanus booster (td or Tdap vaccination) within the past 10 years		
5. Lab results showing immunity to varicella (chicken pox) or vaccination series		
6. Tetanus Toxoid Vaccination (TDAP) within the last 10 years		
7. American Heart Association CPR for the Healthcare Provider		
8. Seasonal influenza vaccine must be taken during flu season		

READ ONLY: Criminal Background Check Statement—A criminal background check and drug screen are required for you to progress to the clinical portion of the Phlebotomy Program as required by our clinical affiliates. If you have a criminal conviction you should contact www.castlebranch.com to determine if your conviction will prevent you from completing this program.
Initial _____ **Once you are entered in the program, you will receive instructions for completing this requirement.**

READ ONLY: Student Accommodations Statement—The Phlebotomy Program is committed to the policies set forth by RCC regarding disabilities and reasonable accommodations. If you require special services or accommodations, you should contact the RCC Disability Services Counselor on either campus for an appointment at least 2 weeks prior to the beginning of classes if you are accepted into the Program. Your success is contingent upon your ability to fulfill the core competencies of the program.
Initial _____

I certify under penalty of disciplinary action up to and including automatic withdrawal from the program, that all of the information is complete and accurate. I agree to supply the program with supporting documentation related to my application, if I am requested to do so. I further understand that submission of this application does not guarantee admission to the program.

Signature _____ Date _____

Name _____

To be awarded the Career Studies Certificate in Phlebotomy, the student is required to complete the following courses. Please note if you have taken these courses or plan to take them in future semesters.

Course	Title	Credits	Semester Completed (semester/yr)	Grade	Semester you anticipate enrolling (semester/yr)
ENG 111	College Composition I	3			
HLT 143	Medical Terminology I	3			
MDL 105	Phlebotomy	3			
MDL 106	Clinical Phlebotomy	4			
ITE 100 ¹	Introduction to Information Systems	3-4			

¹ITE 100 is strongly suggested. Other options for satisfying this requirement are: ITE 115, ITE 119, and 3-credit MTH course, BIO 101 or higher, CHM 101 or higher, BIO 141.

Students must apply for graduation with the CSC Phlebotomy in the semester they are completing these requirements.

Anticipated graduation (semester/yr) _____

