



## **Health Sciences (HS) Applicant Information Packet for 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
6. Test of Essential Academic Skills (TEAS) information

### **Important links:**

- ✓ Program curriculum <http://www.sinclair.edu/academics/divisions/hs/>
- ✓ Program Specific Information that provides the process for entry into the limited enrollment/restricted courses is located under the respective department.
- ✓ Background Check Guidelines  
<https://www.sinclair.edu/www/assets/File/Hom-Aca-AcaDiv-HS/background-check.pdf>
- ✓ Link to the individual department websites <http://www.sinclair.edu/academics/divisions/hs/>
- ✓ Sinclair College's Placement Testing <https://www.sinclair.edu/admissions/office/testing/>
- ✓ Outside of Ohio: 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 who 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 section of a program has restrictions on the number of students that may start the limited enrollment courses each term (or year), based on space availability and accreditor guidelines, i.e., objective quantitative factors. 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. A student that successfully completes the requirements to qualify for the limited enrollment courses will eventually be selected to start the technical portion of the program that has capacity restrictions, but may be on an eligibility waiting list for a period of time, which varies by HS program. Some programs have a competitive selection process (CLT and VET), rather than enrolling students on a chronological basis from an eligibility waiting list when space is available in the limited enrollment courses. Find the Program Specific Information packets under the respective department.

Note: The Exercise Science, Health Sciences Pre-Professional Studies, Medical Assistant Technology, and Public Health degree program does not have limited enrollment courses.

**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/>

## **DEGREE PROGRAM ADMISSION PROCESSES**

The degree programs within Health Sciences have varying admission processes - Students should refer to the program handbook for 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 if applicable can be found within the program handbook. 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).

### **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. Programs can admit up to 50% of entering students each semester based on academic achievement rather than placement on the waiting list. See Academic Advising and program specific information packets under the respective department for details regarding the AAAA admission track.

## **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.

## **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		<b>If you are a new student</b> , apply to Sinclair Community College at <a href="https://www.sinclair.edu/apply">apply.sinclair.edu</a> or visit the Welcome Center, Building 10, 1 <sup>st</sup> floor. Indicate which program you are interested in pursuing.
Step 1 b		<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.
Step 1 c		<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.
Step 2		<b>Meet with a Health Sciences Academic Advisor</b> to plan your course enrollment, review program admissions, 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.
Step 2b		Complete the online Health Sciences Division Orientation. Register at <a href="http://apps.sinclair.edu/hsos/index.cfm">http://apps.sinclair.edu/hsos/index.cfm</a> .
Step 3		<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 & Student Records, 444 West Third Street, Dayton OH 45402-1460.
Step 4		<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>
Step 5		<b>Review the program curriculum</b> , which can be found at: <a href="http://www.sinclair.edu/academics/divisions/hs/">http://www.sinclair.edu/academics/divisions/hs/</a>  <b>Please note: Several programs have time-sensitivity rules for select courses. Please see Academic Advising to learn more.</b>
Step 6		<b>Review program specific requirements and deadlines</b> on the department's webpage and meet with your Health Sciences Academic Advisor.
Step 7		<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.

Step 8		<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.
Step 9		<b>Meet with a Health Sciences Academic Advisor to verify eligibility and to confirm the TEAS are 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>
Step 10		<b>Take the Test of Essential Academic Skills (TEAS). Contact your Health Sciences Academic Advisor once complete.</b> <i>TEAS information provided on the next page of this document.</i>
Step 11		<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.
Step 12		<b>Complete the requirements to qualify for the limited enrollment course.</b> Learn the selection criteria and potential waiting period if applicable to the degree program. Some programs have a competitive selection process, rather than enrolling students on a chronological basis from a waiting list when space is available in the limited enrollment courses. 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.
Step 13		<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>

**Health Sciences:  
Test of Essential Academic Skills (TEAS)**

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

Effective January 2, 2013, students applying to Health Sciences (HS) program (select programs are exempt from the TEAS; see Academic Advising to learn more) will be required to take the Test of Essential Academic Skills (TEAS).

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.

**TEAS Requirement**

1. Students will be required to take the TEAS exam after all developmental courses have been completed, and prior to starting any limited enrollment/restricted program courses. Based on your program of study, your Academic Advisor may suggest taking some coursework such as math or science prior to taking the TEAS exam.

Students will be informed in their advising appointment(s) about the TEAS exam requirement. The student will be advised of the following information:

Complete pre-college coursework if applicable  
Take TEAS (or confirm eligibility for waiver)

Students with a Bachelor's degree or Graduate degree in any discipline or an Associate's degree in a healthcare program (excluding the Health Sciences degree) from a regionally accredited institution within the United States can have the TEAS waived (except Nursing). Students must see an Academic Advisor to verify eligibility for a TEAS waiver. If the student has taken the TEAS at another institution within the previous five years, these results may be used.

TEAS scores are valid for five (5) years, after that period, the test must be retaken.

Final TEAS scores (total and cut) are rounded. All Health Sciences programs accept a rounded score for eligibility. Scores that end with a .50 or higher will be rounded up to the next whole number. Scores with a .49 or lower will be rounded down.

2. Students must meet with an Academic Advisor PRIOR TO REGISTERING FOR THE TEAS EXAM, to be deemed eligible to take the test.
3. Information regarding the TEAS can also be found on the HS website, as well as on the HS departments' websites.
4. The TEAS exam is administered at all Sinclair locations (Main Campus, Centerville, Englewood, Huber Heights, Mason). Information can be found at the Sinclair Testing Center website:  
<https://www.sinclair.edu/academics/divisions/hs/test-for-essential-academic-skills-teas/student-instructions/>  
*NOTE: To learn about free TEAS study resources and support, contact your Health Sciences Academic Advisor.*
5. Students are encouraged to contact their Health Sciences Academic Advisor to discuss their results, as well as the opportunities available for remediation.

6. 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.