

### SURGICAL TECHNOLOGY APPLICATION PACKET

DEADLINE: April 18th. 2025 by 4:00 PM

Name:		Date:		
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Thank you for your interest in the Northland Pioneer College Associate of Surgical Technology Degree Program.

Only complete applications received in the Allied Health Department Office by April 18th, 2025, 4:00 pm will be considered for admission. Late applications will be considered on a space available basis if they meet the admission criteria, but will not be accepted before applications submitted on time. Please include this checklist as the first page of your application packet. If you are not already an NPC student, please enroll and obtain a Student ID # prior to submitting the application. You may enroll by going to your nearest campus or center or on-line at: <a href="https://www.npc.edu/Application">https://www.npc.edu/Application</a>.

\*\*NOTE: Applicants must be aware that clinical sites may impose COVID and Influenza vaccinations requirements, which may or may not include declinations for not obtaining the vaccines. Students are obligated to comply with these requirements when they exist in order to attend clinical experiences.

#### **Submit the following items:**

- Completed, signed and notarized application.
- Signed Notice of No Guarantee of Certification.
- Transfer students must submit official transcripts (in original sealed envelope) from original institution(s) for all prerequisite and co-requisite courses to the Records and Registration (R&R) office at PO Box 610 Holbrook, AZ 86025. Transcripts can also be sent electronically to Records and Registration (evaluation@npc.edu). Meet with an Advisor once you have submitted your transcripts. In order to guarantee that your transcripts are evaluated and sent to the Allied Health -SGT Department before the application deadline we strongly recommend that your transcripts are received in the R&R office by April 4<sup>th</sup>, 2025. Please plan accordingly. If an official transcript has previously been received and posted to your NPC account, you do not need to order it again unless you have taken additional coursework.
- You are required to meet with an NPC Academic Adviser and have a **Degree Audit** printed to include with your application. If you are transferring credits you should meet with an Academic Adviser after the courses have been posted to your NPC transcript but before the deadline date. Transferred courses will appear on your transcript in MyNPC.
- Math placement score at minimum of: Next Gen ACCUPLACER 263 Arithmetic/Numeric; or ACT 17 or MAT101/HES101 MAT109 or higher completed within three years.
- A one page typed double spaced "Personal Statement" must be submitted with the application. The "personal statement" should address why you wish to attend the SGT program, what you have done to meet your goals, and what you bring to the Surgical Technology Program. Please describe any experience you have as a healthcare provider, including the location, job description, number of years and responsibilities in that role.
- Include a copy of your current Arizona DPS Level 1 Fingerprint Clearance Card (front and back). Apply at: http://www.azdps.gov/services/public/fingerprint as a health science student. Plan ahead as the process requires 6-8 weeks or more barring any problems. (If your application is still being processed, enclose a copy of your receipt). A copy of the clearance card must be received before registering for any SGT course. If you need instructions on how to obtain a fingerprint card, contact an Academic Advisor.
- All students must provide current proof of valid Healthcare Provider Cardiopulmonary Resuscitation (CPR) and First Aid (FA) certification by September 1, 2025 and keep current throughout the program. No online courses are accepted for Healthcare programs. See an academic advisor to sign up for EMT104 for the scheduled CPR/FA courses offered. Please provide CPR/FA cards with application if student already has current certifications.

You are responsible to make sure that all of the required documents are received in the Allied Health office on time. If all items are not received on time your entire application will be considered late.

MAIL (postmarked by 4/18/25): Northland Pioneer College SGT Program – Attn: Kimberly Bishop 1001 W. Deuce Clubs Show Low, AZ 85901 OR

HAND DELIVER (received by 4/18/25): White Mountain Campus Front Office SGT Program -Attn: Kimberly Bishop 1001 W. Deuce of Clubs Show Low, AZ 85901



Surgical Technology Program 1001 W. Deuce of Clubs Show Low AZ 85901 (928) 532-6159

## Surgical Technology Program NOTICE OF NO GUARANTEE OF CERTIFICATION

Admission or graduation from the Surgical Technology Program does not guarantee obtaining the certification for surgical technologist. Certification requirements and the subsequent procedures are the exclusive right and responsibility of the National Board of Surgical Technology and Surgical Assisting (NBSTSA). Students must satisfy the requirements of the board independently of any college or school requirements for graduation as they exist at the time of certification. Although this explanation and handbook materials may provide information concerning the certification process, the applicant/student is solely responsible for understanding and meeting certification requirements. NPC does not guarantee the accuracy of any of the information presented here or in any other materials presented to the applicant/student concerning the certification process. Verifying the accuracy of such information is solely the responsibility of the applicant/student. If there is any question about eligibility for certification, students may contact the National Board of Surgical Technology and Surgical Assisting.

To be eligible to become certified, the student must be a graduate from a NBSTSA recognized surgical technology program. This program is not currently accredited with NBSTSA, only accredited with Nation Center for Competency Testing (NCCT) for a Tech in Surgery TS-C. The college makes no representation, promise or guarantee that completion of this program assures eligibility for/or passage of any certification examination or acceptance by any state board. This program is not intended to prepare students for employment in any other state than Arizona.

A clear Department of Public Safety (DPS) Fingerprint Clearance Card is a requirement of the application process for the Surgical Technology Program.

I have read and understood the above statement.								
Signature	Print Name	Date						
This statement will become par	t of your permanent record.							

#### PUBLIC NOTICE OF NONDISCRIMINATION:

Northland Pioneer College does not discriminate on the basis of race, color, national origin, veteran status, religion, marital status, gender, age or disability in admission or access to, or treatment or employment in its educational programs or activities. District grievance procedures will be followed for compliance with Title IX and Section 504 requirements. The Affirmative Action Compliance Officer is the Chief Human Resource Officer, 2251 E. Navajo Blvd., Holbrook, Arizona 86025, (928) 524-7471. The Section 504 Compliance Officer is the Coordinator of the Office of Accessibility and Inclusion, 1611 S. Main Snowflake, AZ 85937, (928) 536-6246. The lack of English language skills will not be a barrier to admission and participation in vocational education programs.



Surgical Technology Program 1001 W. Deuce of Clubs Show Low AZ 85901 (928) 532-6159

# SURGICAL TECHNOLOGY PROGRAM APPLICATION FOR ADMISSION

Application Deadline: April 18th. 2025 @ 4:00 PM Please fill out all spaces- do not leave blanks

Middle

Other names used now or in the past

First

Name

Last

NPC ID#NPC e-mail (	preferred)	Personal e-mail			
Mailing Address	Street				
Number Phone: Cell	Street Home	City Work	State	Zip	
When do you anticipate starting the	SGT Program? Semester/	Year			
High school graduation date		or GED date			
for the courses listed below, if not pro- completed with a grade of "C" or hig enrolled in any of the below prerequi	eviously submitted. Before her. A cumulative GPA of site courses, your applications that is in progress. Pl	AL sealed transcripts by April 4 <sup>th</sup> , 2025 from you will be considered eligible to enroll in 3.0 "B" or higher is preferred for the pre-reion may still be considered by the Admission ease note: College courses over eight years Advisor).	the SGT program equisite courses. I n Committee. Ple	, all courses f you are cu ease submit	rrently your
PRE-REQUISITE COURSE	DATE COMPLETED OR SCHEDULED FOR COMPLETION	SCHOOL/COLLEGE ATTENDED	INSTRUCT	ГOR	GRADE
HES170 Medical Terminology					
HES190 Human Body in Health & Disease					
AAS-CO-REQUISITE COU	JRSES: (Not required pr	rior to admission)			
ENL101 College Composition I					
ENL102 College Composition II					
HES101 or MAT109 or Higher Basic Technical Math					
HES201- Microbiology for the Healthcare Professional Preferred students take prior to SGT 121.					
Offered Summer 2025 BIO181 General Biology I or any 4 Credit Science					
PSY 101 Introduction to Psychology or SOC 101 General Sociology <u>or</u> ANT 102					
Cultural Anthropology					

SGT223 Summer Externship (2026): 24 to 36 hours a week depending on the rotating schedule = 272 clinical case hours SGT224 Fall Externship (2026): 24 to 36 hours a week depending on the rotating schedule = 496 Clinical Case Hours



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Page 2 - Application Deadline April 18th, 2025 4:00 PM

Explain your career goals as a Surgical Technologist. (What do you want to do when you graduate from NPC?)				
Bearing in mind the essential functions delineated in the admission information, are you able, with or without reasonable accommodations, to successfully perform these functions? Yes No				
Have you ever been convicted of a felony? Yes No				
Are you a legal resident of the United States of America? Yes No				
Are you currently using illegal drugs or misusing prescription drugs? Yes No				
Have you ever been or are you currently the subject of any complaint, investigation or disciplinary action against your license, certificate, registration or membership by any state regulatory board, any professional or occupational credentialing authority or any professional association in Arizona or any other state? Yes No  If yes, please explain:				
(Regulatory action against any licenses or certifications you hold may be grounds for dismissal. Failure to disclose regulatory actions against your license or certificate may constitute a basis for denial of admission or for dismissal from the SGT Program.)				
**NOTE: Applicants must be aware that clinical sites may impose Covid vaccination requirements, which may or may not include waivers for not obtaining the vaccine. Students are obligated to comply with these requirements when they exist in order to attend clinical experiences.				
Right of Refusal				
The Northland Pioneer College Surgical Technology Program reserves the right to refuse admission to any applicant based on evidence that the applicant cannot perform the functional abilities essential for practice as defined in the application packet, for prior documented conduct requiring disciplinary action, or for unethical behavior as defined by the Northland Pioneer College Student Conduct Code and the NPC Surgical Technology Student Handbook.				
AFFIDAVIT				
STATE OF County of				
The undersigned being duly sworn declares that he/she is the person referred to in the foregoing application; that the statements are true in every respect; that he/she has not suppressed any information that would affect this application: that he/she will conform to the ethical standards of conduct in the profession of SGT; and that he/she has read and understands this affidavit.				
SIGNATURE				
SUBSCRIBED AND SWORN to before me thisday of, 20				
Notary Public				
Notary Seal				