



WAYNE COMMUNITY COLLEGE

# PHARMACY TECHNOLOGY

## Fall Semester 2017 Admission Policies and Procedures

This application packet can be accessed at:  
<http://www.waynecc.edu/wp-content/uploads/pharmacy-technology.pdf>

This information supersedes all previously published information.

**Apply September 1, 2016 – April 27, 2017 for earliest consideration.**  
Applications received after April 27, 2017 will be considered on a monthly basis.  
Applicants may apply for only one limited health occupations program per semester.

For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit our website at <http://waynecc.edu/gainful-employment/>.

Wayne Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call [404-679-4500](tel:404-679-4500) for questions about the accreditation of Wayne Community College.

The Commission on Colleges may be contacted only if there is evidence that Wayne Community College is significantly non-compliant with a requirement or standard. Accreditation standards are located at: <http://www.sacscoc.org/principles.asp>

The purpose for publishing the Commission's access and contact numbers is to enable interested constituents (1) to learn about the accreditation status of the institution, (2) to file a third-party comment at the time of the institution's decennial review, or (3) to file a complaint against the institution for alleged non-compliance with a standard or requirement.

Inquiries about Wayne Community College, such as admission requirements, financial aid, educational programs, etc. should be addressed directly to Wayne Community College and not the Commission's office.

Wayne Community College is a tobacco-free institution.

The College's annual safety and security report is available online at [www.waynecc.edu/administration/security/securityreport](http://www.waynecc.edu/administration/security/securityreport) or in the Office of Campus Police and Security.

Wayne Community College is an Equal Opportunity/Affirmative Action College and accommodates the needs of individuals with disabilities. It is the intent of the College that all courses be accessible to all qualified students.

It is the student's responsibility to make his or her disability known as soon as the need becomes known in order to provide ample time for arrangements to be made. The student must request academic adjustments by contacting the Disability Services Counselor at [919-739-6729](tel:919-739-6729).

Student Right-to-Know: Information regarding the persistence rate of enrolled students toward graduation and transfer-out-rate is available in the Office of Admissions and Records. Student rights under FERPA are available at [www.ed.gov/policy/gen/guid/fcpr/ferpa/index.html](http://www.ed.gov/policy/gen/guid/fcpr/ferpa/index.html) or in the Office of Admissions and Records and in the Office of Counseling Services.

**PHARMACY TECHNOLOGY  
FALL 2017 ADMISSIONS POLICIES AND PROCEDURES**

**INFORMATION IN THIS PACKET SUPERCEDES ALL PREVIOUSLY  
PUBLISHED INFORMATION**

Thank you for your interest in the Pharmacy Technology (PT) program. The Pharmacy Technology Program, a full-time curriculum diploma program, prepares individuals to assist the pharmacist in duties that a pharmacy technician can legally perform to function within the boundaries developed by the pharmacist and the employment agency. Graduates will earn a Diploma (with credits toward the AAS degree). Graduates will qualify and are highly encouraged to take the National Certification Examination developed by the Pharmacy Technology Certification Board.

We will begin accepting applications for the Pharmacy Technology (PT) program starting **September 1, 2016**. Admission to the Pharmacy Technology program is a competitive process based on highest point count. Students interested in enrolling in the Pharmacy Technology program for Fall 2017 must submit a completed application by **April 27, 2017 by 4:00 p.m.** for consideration at the first meeting of the Admissions Committee. Applicants completing all requirements after the April 27<sup>th</sup> deadline will be considered by the Admissions Committee at subsequent meetings until the program is filled. *If you have questions or concerns, please call the Office of Student Development/Counseling Services at 919-735-5151, ext 6732 or the Office of Admissions and Records at ext. 6726.*

**Please use the following checklist to ensure you complete the admissions requirements.**

The applicant should complete and submit the following information to the Office of Admissions and Records:

- \_\_\_\_\_ 1. Submit an application for Pharmacy Technology and Letter of Understanding to the Office of Admissions and Records. **A faxed application and Letter of Understanding will not be accepted.**

**Note:** If you are planning to take the general education requirements for Pharmacy Technology in a semester prior to Fall 2017, also submit a general application to the college for either Associate in Arts or Associate in General Education to the Office of Admissions and Records.

**Undocumented Immigrants**

- Federal law prohibits states from granting professional licenses to undocumented immigrants.
- Undocumented immigrants shall not be considered a North Carolina resident for tuition purposes. Undocumented immigrants must be charged out-of-state tuition whether or not they reside in North Carolina.
- Students lawfully present in the United States shall have priority over any undocumented immigrant in any class or program of study when there are space limitations

- \_\_\_\_\_ 2. Request that an official high school transcript or equivalent and **ALL** college transcripts be sent to the Office of Admissions and Records. These transcripts must be requested by you from your former schools, colleges and/or universities and must be received by WCC before the application deadline in order to complete your application. (**Note:** An official transcript is one that is sent by one school, college or university to another. The official transcript has the school's seal and the appropriate signature. **A faxed copy is not considered to be an "official" transcript**). If you are enrolled in the Fall 2016 semester, you will

need to send an updated transcript by the deadline. If you have any Advanced Placement (AP), CLEP or DANTES credit, you must request the scores to be sent directly from the testing company.

**It is the applicant's responsibility to make sure that all transcripts are up to date and on file with the Admissions Office by the published deadline. Failure to submit all transcripts to the Admissions Office by the published deadline will result in removal of the application from consideration or the applicant's dismissal from the program.**

**NOTE:** Students with foreign transcripts must complete at least eight (8) semester hours of college credit (**not including pre-curriculum courses**) from an American regional accrediting agency. Of these eight (8) semester hours, there must be at least three (3) hours of life science, biology or chemistry. **No transfer credit will be accepted from institutions not accredited by an American regional accrediting agency.**

3. Take the placement tests (Accuplacer/CPT, ASSET, COMPASS, or NCDAP) and meet the required minimum scores necessary for the Pharmacy Technology Program. Test scores must be within five (5) years of the program start date. Accuplacer/CPT, ASSET and COMPASS placement tests taken before August 2012 must be retaken for a program starting August 2017. Official placement scores can be sent from another school. **Note:** Official placement scores are ones that are sent by one school, college or university to another. Official placement scores are sent in a sealed envelope. Minimum scores on the ACT or SAT or minimum scores on the placement tests are:

<b>Accuplacer/CPT</b>	<b>ASSET</b>	<b>COMPASS</b>	<b>NCDAP</b>
Reading 80*	Reading 41*	Reading 81*	DRE 151*
Writing 86**	Writing 41**	Writing 70**	DMA 010 7***
Arithmetic 55***	Numerical 41***	Pre-Algebra 47***	DMA 020 7***
			DMA 030 7***
<b>SAT (January 2016 and earlier)</b>		<b>SAT (March 2016 and later)</b>	
Critical Reading 500*	Reading/Writing 480+	<b>ACT</b>	
Writing 500**	Mathematics 530***	Reading 22*	
Mathematics 500***		English 18**	
		Math 22***	

Scores with an asterisk can be met with course work.

### **COURSEWORK COMPLETION WITH C OR BETTER OR GRADE OF P**

- \* RED 090 (or ENG 111 w/a C or better **OR** DRE 098 w/a P) or equivalent with a grade of C or better
- \*\* ENG 090, 090A (or ENG 111 w/a C or better **OR** DRE 098 w/a P) or equivalent with a grade of C or better
- \*\*\* MAT 060 (or higher) or equivalent with a grade of C or better **OR** DMA 010 through DMA 030 with a minimum grade of P
- + RED 090 and ENG 090, 090A (or DRE 098 w/a P **OR** ENG 111 w/a C or better)

**Note: Fall applicants will not be interviewed, tested or otherwise processed from November 21 – January 22 and May 1 – May 31. Please plan accordingly.**

4. (OPTIONAL) Submit documentation of completion of education or training (copy of a transcript, copy of a certificate, a license or a listing on registry) as a Pharmacy Tech (certified), CNA I or II, EMT (Basic, Intermediate or Paramedic), or Phlebotomy; **OR** completion of one of the certificate, degree or diploma

\_\_\_\_\_ programs listed in Health Sciences in NCCCS Education Guide ([http://www.ncccs.cc.nc.us/Programs/education\\_catalog.htm](http://www.ncccs.cc.nc.us/Programs/education_catalog.htm))

- \_\_\_\_\_
5. (OPTIONAL) Submit documentation of completion of work experience in a Pharmacy Department for 20-1,000 hours, or greater than 1,000 hours. The applicant must document this time on the Pharmacy Experience Documentation form provided in the Pharmacy Technology Admission Policies and Procedures booklet.
  - \_\_\_\_\_ 6. Complete the admission process for Pharmacy Technology by scheduling an official interview\* with a WCC Student Development/Counseling Services counselor in the Wayne Learning Center Building for referral to the Admissions Committee for the year of application. A Statement of Verification will be completed at this interview.

\*You will know your interview is **official** if your pink copy of the Student Admission Report (SAR) has a check beside "Refer to Admissions Committee."

**Please do not submit unsolicited information such as personal recommendations or references. These materials will not be used in the application process.**

When the admission process is completed, a letter will be sent to each applicant informing him/her of the decision of the Admissions Committee.

The new students who are selected for the program will be notified by the Office of Admissions and Records. Prior to final acceptance, applicants **must submit the Student Medical Form (with documentation of required immunizations)**. Medical Forms will be provided by WCC after your conditional acceptance to the Pharmacy Technology program. **The Student Medical Form MUST BE COMPLETED and reviewed prior to the first day of classes.**

### **Criminal Background Checks and Drug Testing**

Affiliating health care agencies with which the college has contracted to provide clinical experiences for Pharmacy Technology students require students to submit to criminal background checks and drug testing prior to or during participation in clinical experiences at the site. The results of the background check and drug screen may determine if a student is eligible to enter clinical agencies. Students are responsible for the cost of the background check and drug screen.

1. Applicants should be aware that a student must be able to enter and/or remain in all clinical agencies to progress within the program. If a clinical site denies a student placement in their facility, the student would be unable to complete the required clinical component of the course. The student will be withdrawn from all PHM courses and will not be allowed to progress in the program.
2. Currently the Pharmacy Technology program uses an online vendor for background checks and drug screening. Information on how to complete the process is included with the letter of acceptance to the program.
3. The background check and drug screening must be completed by the specific date prior to the start of the semester in which the student enrolls. Failure to complete the process as specified will jeopardize enrollment in the program.



# ALLIED HEALTH STUDENT ADMISSION REPORT

Wayne Community College  
P.O. Box 8002 • Goldsboro, NC 27533-8002  
919-735-5151 • www.waynecc.edu  
An Equal Opportunity Employer

Student Name: \_\_\_\_\_  
Last First Middle Maiden/Former

Datatel ID Number: \_\_\_\_\_

Allied Health program applying for:

- Associate Degree Nursing  Deadline: March 26, 2014
- Licensed Practical Nursing  Deadline: April 23, 2015
- Advanced Standing LPN to RN  Deadline: November 13, 2014
- Dental Hygiene  Deadline: March 26, 2014
- Dental Assisting  Deadline: April 23, 2015
- Medical Assisting  Deadline: April 23, 2015
- Phlebotomy  Deadline: November 13, 2014
- Pharmacy Technology  Deadline: April 23, 2015
- Advanced Standing Medical Assisting  Deadline: November 13, 2014
- Medical Laboratory Technology  Deadline: November 13, 2014

Admission  Readmission

Refer to Allied Health Admissions Department

Yes  No

Hold until further action:

- Missing Transcripts per Clearinghouse / personal disclosure
- Old / Incomplete / Missing / Low Test Scores
  - Reading \_\_\_\_\_  English \_\_\_\_\_  Math \_\_\_\_\_  CIS 070 \_\_\_\_\_  ACT/SAT \_\_\_\_\_
- Missing / not completed chemistry class within ten years of program start date (Nursing only)
- Missing proper work-related experience documentation (DH / DA / Phlebotomy / Pharm Tech / Med Lab Tech / Med Assisting)

**It is the student's responsibility to make sure all requirements are met by program deadline.**

Counselor Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

WHITE - ADMISSIONS      PINK - STUDENT

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Student Right-to-Know: Information regarding the persistence rate of enrolled students toward graduation and transfer-out rate is available in the Office of Admissions and Records. Student rights under FERPA are available at <http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html> or in the Office of Admissions and Records and in the Office of Counseling Services. Wayne Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1885 Southern Lane, Decatur, Georgia 30033-4037 or call 404-679-4500 for questions about the accreditation of Wayne Community College.

## RANKING PROCESS

When all minimum requirements have been met, qualified applicants are ranked using a point system. As this is a selective enrollment program, it is in the student's best interest to achieve as many ranking points as possible. The components of the ranking system include the following:

### I. College or High School/GED Transcript GPA

If applicant has completed at least **12 semester hours** (or equivalent) of college credit from an accredited institution, then college transcripts will be evaluated. If not, then high school transcripts or GED scores will be used.

### II. Related Courses

Points may be earned for completion of related courses: ENG 111 and PSY 150. Total points are awarded for specific course grades completed by the deadline. Only courses completed by the deadline will be used for ranking.

### III. Related Education

Points will be awarded for the completion of the following:

- Certified Pharmacy Technician
- CNA I or II
- EMT (Basic, Intermediate or Paramedic)
- Phlebotomy
  - Certificate, Diploma or Degree completed in a Health Science program listed in the Health Sciences of NCCCS Education Chart (see [http://www.nccommunitycolleges.edu/Programs/docs/Education-Catalog/Education\\_Catalog\\_16Aug2013.pdf](http://www.nccommunitycolleges.edu/Programs/docs/Education-Catalog/Education_Catalog_16Aug2013.pdf))

### IV. Related Experience

Points will be awarded for work experience in a Pharmacy Department for 20-1,000 or greater than 1,000 hours. The applicant must document this time on the Pharmacy Experience Documentation form provided in the Pharmacy Technology Admissions Policies and Procedures booklet. A new Pharmacy Experience Documentation form must be completed each year a student applies to Pharmacy Technology.

**NOTE:** Related education and related experience are not requirements for admission to the program. Appropriate documentation must be submitted for points to be awarded.

Total points for GPA, related courses, related education, and related experience will determine the total score. Students with the highest point total will be accepted. Alternates will only be accepted if a student originally accepted, declines their seat. Applicants not admitted to the program must re-apply if they wish to be considered for the following year's class.

**WAYNE COMMUNITY COLLEGE  
PHARMACY EXPERIENCE DOCUMENTATION  
PHARMACY TECHNOLOGY D45580  
FALL 2017**

1. Name of Applicant \_\_\_\_\_
2. Social Security Number \_\_\_\_\_
3. Number of Hours of Work Experience (Please check appropriate description.)
  - a. \_\_\_\_\_ 20-1,000 hours work in pharmacy department
  - b. \_\_\_\_\_ Over 1,000 hours work in pharmacy department
4. Documentation by Pharmacist
  - a. Pharmacist's Name \_\_\_\_\_
  - b. Address \_\_\_\_\_  
\_\_\_\_\_
  - c. Phone \_\_\_\_\_

I certify that the above information concerning the pharmacy experience of this applicant is correct.

Signature of Pharmacist \_\_\_\_\_  
Date \_\_\_\_\_  
License Number and State \_\_\_\_\_



## PHARMACY TECHNOLOGY ADMISSION RATING TOOL

Enclosed in this packet of information is the Admission Rating Tool used by the Pharmacy Technology program staff, counselor, and the Admissions Committee to select applicants for the Pharmacy Technology program. A point count tool was developed as an objective means of evaluating applicants. (See next page.) It is the total rating score that is used in the selection process.

This tool was developed as an objective means of evaluating applicants. Criteria used to select applicants for admission to the Wayne Community College Pharmacy Technology program are: (Part I) Placement Test Scores or Course Equivalent – RED 090 (ENG 111 w/a C or better **OR** DRE 098 w/a P), ENG 090 & 090A (ENG 111 w/a C or better **OR** DRE 098 w/a P), MAT 060 with a C or better, or DMA 010, 020, and 030 with a grade of P (No admission points are awarded for this section); (Part II) Related Courses; (Part III ) GPA from College/High School/GED Transcripts; (Part IV) Related Education; and (Part V) Related Experience.

Your admission rating is confidential information. At no time and with no exceptions will your admission rating be discussed with anyone other than yourself. **PLEASE DO NOT CALL TO INQUIRE ABOUT YOUR POINT COUNT.** There will be no discussion of point count totals by phone.

**WAYNE COMMUNITY COLLEGE  
PHARMACY TECHNOLOGY ADMISSION RATING**

Applicant Name: \_\_\_\_\_  
Date Reviewed: \_\_\_\_\_

Datatel #: \_\_\_\_\_  
Reviewed by: \_\_\_\_\_

**PART I College Placement Tests** (Minimum scores must be attained. Not used for ranking purposes.)

<b>Accuplacer/CPT</b>	<b>ASSET</b>	<b>COMPASS</b>	<b>NCDAP</b>
Reading 80* _____	Reading 41* _____	Reading 81* _____	DRE 151* _____
Writing 86 ** _____	Writing 41** _____	Writing 70** _____	010 7** _____
Arithmetic 55 *** _____	Numerical 41*** _____	Pre-Algebra 47*** _____	020 7** _____
			030 7** _____
<b>SAT (January 2016 and earlier)</b>	<b>SAT (March 2016 and later)</b>	<b>ACT</b>	
Reading 500* _____	Reading/Writing 480+ _____	Reading 22* _____	
Verbal 500** _____	Mathematics 530*** _____	English 18** _____	
Math 500*** _____		Math 22*** _____	

**COURSEWORK (MIN. OF C OR P)**

RED 090/DRE 098/ENG 111 \_\_\_\_\_  
ENG 090&090A/DRE 098/ENG 111 \_\_\_\_\_  
MAT 060/ DMA010&020&030 \_\_\_\_\_

**PART II College or High School/GED Transcripts**

If applicant has completed at least **12 semester hours** (or equivalent) of college credit from an accredited institution, then college transcripts will be evaluated. If not, then high school transcripts or GED scores will be used. **(Maximum of 8 points).**

	<b>College Overall GPA</b>	_____	<b>(1-4)</b>
	(2.0-2.49)=1 (2.5-2.99)=2 (3.0-3.49)=3 (3.5+)=4		
	<b>College Science GPA</b>	_____	<b>(1-4)</b>
	(2.0-2.49)=1 (2.5-2.99)=2 (3.0-3.49)=3 (3.5+)=4		
<b>OR</b>	<b>High School Overall GPA</b>	_____	<b>(1-4)</b>
	(2.0-2.49)=1 (2.5-2.99)=2 (3.0-3.49)=3 (3.5+)=4		
	<b>High School Science GPA</b>	_____	<b>(1-4)</b>
	(2.0-2.49)=1 (2.5-2.99)=2 (3.0-3.49)=3 (3.5+)=4		
<b>OR</b>	<b>GED Overall Score</b>	_____	<b>(1-4)</b>
	(225-249)=1 (250-274)=2 (275-299)=3 (300+)=4		
	<b>GED Science Score</b>	_____	<b>(1-4)</b>
	(45-49)=1 (50-54)=2 (55-59)=3 (60+)=4		
	<b>Total Part II</b>	_____	

**PART III Related Courses (Maximum of 12 points)**

<b>Scale: A-, A, A+ (6 points)</b>	<b>B-, B, B+ (4 points)</b>	<b>C, C+ (2 points)</b>
COURSE (or equivalent)	GRADE	POINTS
ENG 111	_____	_____
PSY 150	_____	_____
<b>Course Work Total</b>		<b>Total part III</b> _____

**PART IV Related Education**

EMT (Basic, Intermediate, Paramedic), Nursing Assistant (I or II), Phlebotomy, or Certificate in a Health Science Program	<b>2 points</b>
Diploma or Degree in Health Science Program	<b>3 points</b>
<b>Total Part IV</b>	_____

**PART V Related Experience**

20-1000 hours work experience in a Pharmacy Department	<b>1 point</b>
>1000 hours work experience in a Pharmacy Department	<b>2 points</b>
<b>Total Part V</b>	_____

**Total Score (maximum 25 points)** \_\_\_\_\_

## **PHARMACY TECHNOLOGY**

### **Official Program Description registered with the N.C. Department of Community Colleges:**

The Pharmacy Technology Program prepares individuals to assist the pharmacist in duties that a technician can legally perform and to function within the boundaries prescribed by the pharmacist and the employment agency. Students will prepare prescription medications, mix intravenous solutions and other specialized medications, update patient profiles, maintain inventories, package medications in unit-dose or med-card form, and gather data used by pharmacists to monitor drug therapy.

Employment opportunities include retail, hospitals, nursing homes, research laboratories, wholesale drug companies, and pharmaceutical manufacturing facilities. Graduates from the program may be eligible to take the National Certification Examination to become a certified pharmacy technician.

### **Student Success and Retention**

Student retention and success are a priority at Wayne Community College. Obstacles to success may include the academic rigor of the program, extracurricular demands or dissatisfaction with your choice of this career path. Job shadowing should be strongly considered so that you are keenly aware of the professional responsibilities and duties associated with your career choice. Extracurricular demands such as full time work schedules may also need to be reduced in order to allow the necessary study time required to be successful. A good support system is also important if you are involved in other extracurricular demands such as providing care for children or elders.

### **Credit/Clock Hour Conversion Programs**

WCC offers some programs that are considered credit/clock hour conversion programs based on federal regulations set by the U.S. Department of Education. These programs fall under this regulation because all the required credit hours are not acceptable or transferable into a two-year degree or college transfer program. If you are enrolled in one of the credit/clock hour programs and you have been awarded the Federal Pell Grant, your award payment may be less than what is indicated on your award letter. The Pharmacy Technology program is a credit/clock hour conversion program.

**WAYNE COMMUNITY COLLEGE  
PHARMACY TECHNOLOGY  
TECHNICAL STANDARDS**

All students in the Pharmacy Technology Program are expected to perform assigned skills, class assignments, and clinical activities at the same level, with or without accommodations. It is the responsibility of the applicant/student to read the technical standards carefully and to task for clarification of any standard that is not understood.

Wayne Community College complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Therefore, any disability affecting an applicant's ability to comply with these technical standards must be evaluated by the Disability Services Counselor in conjunction with the Pharmacy Technology program director and health care provider(s) (if appropriate) for an applicant/student with a disability who is otherwise qualified. Demonstration of one or more technical standards may be required. Students with a disability should see the Disability Services Counselor in the Student Development/Counseling Services Office.

The following skills/abilities include those cognitive, physical, and behavioral standards required for successful completion of the curriculum.

<b>Standard</b>	<b>Examples of Necessary Behaviors (not all inclusive)</b>
<b>Interpersonal Abilities</b> sufficient to interact with co-workers, patients, families, and individuals from a variety of social, emotional, cultural and intellectual backgrounds.	Establish rapport with clients, families and colleagues.
<b>Communication Abilities</b> sufficient for interaction with others in verbal and written form.	Collect and document data. Explain procedures. Obtain and disseminate information relevant to patient needs and work duties.
<b>Critical Thinking Ability</b> sufficient for clinical judgment and decision making.	Identify cause and effect relationship in actual and simulated clinical situations in a pharmacy setting. Apply knowledge from lecture, laboratory and clinical areas for safe preparation and distribution of medication. Utilize basic mathematical skills.
<b>Physical Abilities</b> sufficient to maneuver in small spaces, reach needed supplies, stand and walk for extensive periods of time.	Move around and within a pharmacy and/or laboratories.
<b>Gross and Fine Motor Abilities</b> sufficient to provide safe and effective practice.	Move, calibrate, pass equipment and supplies including sharp instruments, manipulate equipment for preparing medications.
<b>Auditory Ability</b> sufficient to monitor patients and equipment.	Hear patients, sound of instruments and equipment being properly utilized.
<b>Visual Ability</b> sufficient for pharmacy technician performance of procedures, and maintenance of environmental safety.	Read records, prescriptions, and medication labels. Identify colors and markings of medications being used in a pharmacy setting.
<b>Tactile Ability</b> sufficient for performance of pharmacy technician procedures.	Perform skills for preparation, storage and distribution of medications.
<b>Emotional Stability and Mental Alertness</b> in performing the role of a pharmacy technician.	Maintain a calm and efficient manner in high stress/pressure situations with patients, staff, supervisors and colleagues.

## **WAYNE COMMUNITY COLLEGE COMMUNICABLE DISEASE POLICY OF STUDENTS**

Wayne Community College is committed to assuring that all necessary training and precautions are taken with regard to communicable diseases. The Biohazard Exposure Control Plan and the Pandemic Preparedness Plan of Wayne Community College reflect our efforts to ensure the good health and safety of all employees and students. The College adopts this communicable disease policy for students in an effort to control communicable diseases and the threat of pandemics on campus based upon established rules and regulations of the N.C. Division of Health Services. Employees and employees of contractors or contracted services infected with a communicable disease have the responsibility of reporting this fact to the Director of Human Resources. Students infected with a communicable disease have the responsibility of reporting this fact to the Associate Vice President of Academic and Student Services or the Vice President of Continuing Education, as appropriate.

Communicable disease is an illness resulting from an infectious agent or its toxic products being transmitted directly or indirectly to a person from an infected person or animal through the agency of an intermediate animal, host, or vector, or through the inanimate environment. [N.C.G.S. 130A-2(1c)] Communicable Disease shall include, but is not limited to: Chickenpox, influenza, Infectious Mononucleosis, Conjunctivitis, Hepatitis A, B & D, Acquired Immune Deficiency Syndrome (AIDS), Aids-related complex (ARC), positive HIV antibody status, Influenza, Measles, Meningitis, Tuberculosis, Whooping Cough, and sexually transmitted diseases.(N.C.G.S. 130A)

Persons who are infected with a communicable disease are expected to seek expert medical advice and are encouraged to advise local health authorities. Local health authorities should offer counseling to these persons about measures that can be taken to prevent the spread of infection and to protect their own health.

Persons who know, or have a reasonable basis for believing, that they are infected with a communicable disease have an ethical and legal obligation to behave in accordance with such knowledge to protect themselves and others. Medical information relating to the communicable disease of a student or employee will be disclosed to responsible college officials only on a strictly limited need-to-know basis. No person, group, agency, insurer, employer, or institution should be provided any medical information without the prior specific written consent of a student unless required by state and/or federal law. Furthermore, all medical information relating to the communicable diseases of students and employees will be kept confidential, according to state and federal law, including the Family Education Rights and Privacy Act.

If a student reports a communicable disease condition, the student may be excluded from the institution until an appropriate evaluation of the student's medical condition can be made. The evaluation may be made by a physician or a health department official and testing may be required if appropriate. Students in any Allied Health program may have additional requirements, as specified in each program's student handbook; therefore, these students should report all suspected communicable diseases.

The final determination of student's ability to remain in school will be made by the Vice President or Associate Vice President based upon professional medical evaluation results and recommendations. If a student is found to have a communicable disease, then the attendance of the student on campus or at any College activity will be prohibited until a satisfactory letter or certificate is obtained from one or more licensed physicians or public health officials stating that the student is not a health risk to employees and other students at the College.

The College's Biohazard Control Plan defines guidelines that will be followed in the event of an accidental exposure to bodily fluids or biohazards. Any such exposure should be reported immediately to the responsible faculty or staff person associated with the WCC activity involving such exposure and to the Student Activities Coordinator and an incident report must be completed.

Reference: WCC General Catalog and Student Handbook 2016-2017, page 176-177  
(<http://www.waynecc.edu/wp-content/uploads/catalog.pdf>)

**WAYNE COMMUNITY COLLEGE  
PHARMACY TECHNOLOGY D45580  
CURRICULUM**

	<b>CLASS</b>	<b>LAB</b>	<b>CLINICAL</b>	<b>CREDIT</b>
<b><u>FALL SEMESTER</u></b>				
ACA 111 College Student Success	1	0	0	1
PHM 110 Introduction to Pharmacy	3	0	0	3
PHM 111 Pharmacy Practice I	3	3	0	4
PHM 115 Pharmacy Calculations	3	0	0	3
PSY 150 General Psychology	3	0	0	<u>3</u>
				<b>14</b>
<b><u>SPRING SEMESTER</u></b>				
ENG 111 Expository Writing	3	0	0	3
PHM 118 Sterile Products	3	3	0	4
PHM 120 Pharmacology I	3	0	0	3
PHM 135 Pharmacy Clinical	0	0	15	5
PHM 140 Trends in Pharmacy	2	0	0	<u>2</u>
				<b>17</b>
<b><u>SUMMER TERM</u></b>				
PHM 125 Pharmacology II	3	0	0	3
PHM 132 Pharmacy Clinical	0	0	6	2
PHM 165 Pharmacy Professional Practice	2	0	0	<u>2</u>
				<b>7</b>
				<b>38</b>

Effective Fall 2016

**WAYNE COMMUNITY COLLEGE  
PHARMACY TECHNOLOGY  
ESTIMATED COSTS**

<b><u>TUITION:</u></b>		<b>PER SEMESTER</b>
In-State	\$76.00/Semester Hour* (Full-time = 16 hours)	\$1,216.00
	Student Activity Fee	\$ 30.00
	Technology Fee	<u>\$ 16.00</u>
		\$1,262.00
Out-of-State	\$268.00/Semester Hour*	\$4,288.00
	Student Activity Fee	\$ 30.00
	Technology Fee	<u>\$ 16.00</u>
		\$4,334.00
Textbooks**		\$250.00 - \$350.00

<b><u>OTHER COSTS:</u></b>		<b>ONE TIME FEE</b>
Health/Medical Requirements***		
Physical Exam		\$35.00 - \$120.00
Hepatitis vaccine		\$90.00 - \$150.00
Dispensing Jacket/Lab Coat (if required by clinical site)		\$30.00
Uniforms for clinical		\$50.00
Criminal Background Check & Drug Screen		\$44.00 (minimum)
Graduation (Cap and Gown)		\$39.00
Pharmacy Technician Certification Board (PTCB) Exam		\$129.00
(Student's responsibility to register for at <a href="http://www.ptcb.org">www.ptcb.org</a> )		

\* Tuition is based on the 2016 – 2017 school year tuition rates. This is subject to change.

\*\* Cost of books is constantly changing. Costs vary, according to number of courses taken each semester. This estimate is for Pharmacy Technology courses only.

\*\*\* Costs vary, depending on health care provider and insurance coverage.

**PHARMACY TECHNOLOGY  
LETTER OF UNDERSTANDING**

NAME \_\_\_\_\_ Student ID# or DOB: \_\_\_\_\_

I affirm that all information submitted during the general and/or allied health application process(es) is true and complete to the best of my knowledge. I affirm that I have read and understand the Pharmacy Technology program admission policies and procedures as stated by Wayne Community College in the Pharmacy Technology Fall Semester 2017 Admission Policies and Procedures packet at: <http://www.waynecc.edu/wp-content/uploads/pharmacy-technology.pdf>.

I understand that it is my responsibility as an applicant to submit all the necessary admission requirements prior to the deadline and that failure to comply with all application requirements will result in removal from consideration or dismissal from the program. (Please refer to the application package for more detailed information.)

I have read and I understand the Wayne Community College Pharmacy Technology Program Technical Standards section within this packet.

I have disclosed **all** schools attended and have requested official transcripts from **each** be sent to Wayne Community College. I understand that omissions of **any** school attended is grounds for removal from consideration or dismissal from the program.

I understand that no exceptions to the policies and procedures will be granted.

INITIAL APPLICATION DEADLINE – **PHARMACY TECHNOLOGY**  
**April 27, 2017 by 4:00 p.m.**

Applicants completing all requirements after the deadline will be considered by the Admissions Committee at their next regularly scheduled monthly meeting until the program is filled.

After reading the above statement, please sign, date and return with your application.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Note: Your application will not be processed without this signed statement.

**Please be sure to inform the Office of Admissions and  
Records if your address or telephone number changes.**

AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER





# APPLICATION FOR ADMISSION/READMISSION

P.O. BOX 8002  
 GOLDSBORO, NC 27533-8002  
 919-735-5151 • www.waynecc.edu  
 An Equal Opportunity Institution

Do Not Write In This Space

R \_\_\_\_\_  
 T \_\_\_\_\_

**NOTICE TO APPLICANT:** The information that you provide below will be placed in our master file. If any of this data changes, you must notify the Office of Admissions and Records immediately. Information on race and sex is requested for data gathering purposes only. Disclosure of social security number is voluntary and is used to verify the identity of an individual. Answer all questions completely and accurately. Use your legal name. Incomplete forms may delay your acceptance. Please print or type.

Last Name Jr./Sr./III		First	Middle	Former	
Address			City	State	Zip
County of legal residence		State of legal residence		Country of legal residence	WCC College ID Number (If Applicable)
Home Telephone ( )	Work Telephone ( )	Cell Telephone ( )		Social Security Number	
Birthdate	Birthplace	E-mail Address		Sex <input type="radio"/> Male <input type="radio"/> Female	

Ethnicity and Race - Hispanic or Latino <input type="radio"/> Yes <input type="radio"/> No If no, choose one or more: <input type="radio"/> White <input type="radio"/> Black or African American <input type="radio"/> Asian <input type="radio"/> Native Hawaiian or other Pacific Islander <input type="radio"/> American Indian or Alaska Native	Year and term entering 20 _____ <input type="radio"/> Fall <input type="radio"/> Spring <input type="radio"/> Summer	Enrolling as <input type="radio"/> Freshman <input type="radio"/> Transfer <input type="radio"/> Returning WCC Student Last term registered at WCC _____ Name last enrolled under _____
	I plan to attend <input type="radio"/> Full-Time <input type="radio"/> Part-Time	

Long-term goal at WCC? (Select one) <input type="radio"/> To obtain an Associate Degree, Diploma or Certificate <input type="radio"/> To enhance job skills in present field of work <input type="radio"/> To enhance employment skills for a new field of work <input type="radio"/> To take courses to transfer to another college <input type="radio"/> To take courses for personal enrichment or interest	Employment status while attending WCC (Select one) <input type="radio"/> Retired <input type="radio"/> Unemployed - not seeking employment <input type="radio"/> Unemployed - seeking employment <input type="radio"/> Employed 1-10 hours per week <input type="radio"/> Employed 11-20 hours per week <input type="radio"/> Employed 21-39 hours per week <input type="radio"/> Employed 40 or more hours per week	Highest educational level completed (Select one) <input type="radio"/> 8 <input type="radio"/> 9 <input type="radio"/> 10 <input type="radio"/> 11 <input type="radio"/> 12 <input type="radio"/> High School Equivalency <input type="radio"/> 13 Adult High School Diploma <input type="radio"/> 14 Post High School Vocational <input type="radio"/> 15 Associate Degree <input type="radio"/> 16 Bachelor's Degree <input type="radio"/> 17 Master's Degree or Higher
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U.S. Citizen  Yes  No  
 If no, a) give country of citizenship \_\_\_\_\_ b) immigration status \_\_\_\_\_

Indicate if any of the following apply to you  
 Retired Military  Active Duty Military  Dependent of Active Duty Military  Department of Defense Employee

High school last attended \_\_\_\_\_ City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_

**Graduation date or last date of attendance: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_  Yes, I graduated  No, I did not graduate**

<input type="radio"/> I received an Adult High school Diploma <input type="radio"/> I received the High School Equivalency <input type="radio"/> I am currently enrolled in high school	School	City	State	Date received or anticipated
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INITIAL HERE \_\_\_\_\_

**IF YOU ARE APPLYING TO A CURRICULUM PROGRAM, PLEASE COMPLETE THE ITEMS BELOW.**

All transcripts (high school or equivalent and college) must be on file in the admissions office before an applicant is officially accepted to the Program. Financial Aid and VA benefits will not be approved until all official transcripts are on file.

College attended	City	County	State	Date last attended

**Curriculum to which you are applying (See back page)** \_\_\_\_\_

**6-Digit Curriculum Code** \_\_\_\_\_

INITIAL HERE \_\_\_\_\_

# WAYNE COMMUNITY COLLEGE

## INFORMATION RELATING TO NORTH CAROLINA RESIDENCE FOR TUITION PURPOSES

North Carolina law (G.S. 116-143.1) requires that "To qualify as a resident for tuition purposes, a person must have established legal residence (domicile) in North Carolina and maintained that legal residence for at least 12 months immediately prior to his or her classification as a resident for tuition purposes." The information requested on this form must be supplied by every applicant for admission to WCC. This information is to be used only in connection with determination of your residence status for tuition purposes.

The law requires that every student admitted to the college be classified for the term admitted as either a resident or non-resident for tuition purposes, prior to enrollment. To be classified a resident for tuition purposes, you must furnish such evidence as the college may require to enable it to make such classification. Failure to provide all information requested will result in classification as a non-resident for tuition purposes.

Full Name \_\_\_\_\_ Social Security Number \_\_\_\_\_  
Last First Former

**ANSWER ALL QUESTIONS. PRINT OR TYPE YOUR RESPONSES. (IF NOT APPLICABLE, WRITE N/A.)**

1. DO YOU HAVE A VALID ACTIVE DUTY MILITARY ID CARD OR ACTIVE DUTY MILITARY DEPENDENT ID CARD?  YES  NO
2. DO YOU CLAIM TO HAVE BEEN A LEGAL RESIDENT OF THE STATE OF NORTH CAROLINA FOR A PERIOD OF AT LEAST TWELVE MONTHS IMMEDIATELY PRIOR TO THE DATE OF COMPLETION OF THIS APPLICATION?  YES  NO

**NOTE: If you answer "No" to questions 1 and 2, do not complete the remaining questions. Sign and date the form in the space provided. Otherwise, complete questions 3 through 14. Sign and date the form in the space provided below.**

3. Current mailing address \_\_\_\_\_  
(Street, Route, P.O. Box) City State Zip Code

4. Spouse's name \_\_\_\_\_ Date of marriage \_\_\_\_\_
5. Father living?  YES  NO; His Name \_\_\_\_\_
6. Mother living?  YES  NO; Her Name \_\_\_\_\_
7. If your parents are divorced, in whose custody are/were you? \_\_\_\_\_
8. Name of court-appointed guardian (if applicable) \_\_\_\_\_
9. If you have a court-appointed guardian, where (place) \_\_\_\_\_ and when \_\_\_\_\_ (date) was the appointment made?
10. Have you, your spouse, or either of your parents been in active military service within the past two years?  YES  NO
11. Check each of the following you have ever done outside North Carolina: Attended post-secondary school \_\_\_\_\_; worked \_\_\_\_\_

12. PERMANENT HOME ADDRESS	FROM (DATE)
Yours _____	
Spouse _____	
Father _____	
Mother _____	
Guardian _____	

13. LAST ADDRESS OUTSIDE NORTH CAROLINA	FROM (DATE)	UNTIL (DATE)
<b>If you have never lived outside North Carolina, please write N/A.</b>		
Yours _____		
Spouse _____		
Father _____		
Mother _____		
Guardian _____		

14. EMPLOYER (Current or Most Recent)	LOCATION	HOURS PER WEEK	SINCE (DATE)
Yours _____			
Spouse _____			
Father _____			
Mother _____			
Guardian _____			

**IF ADDITIONAL INFORMATION IS NEEDED, THE APPLICANT WILL BE NOTIFIED.**

I hereby certify that all information I have set forth herein is true to the best of my knowledge, pursuant to my reasonable inquiry where needed. I hereby acknowledge that the institution may divulge the contents of this application only as permitted under the Family Educational Rights and Privacy Act of 1974 if I am, or have been, in attendance at this institution. I understand that work I complete and submit as a student may be used to assess college general education outcomes. Falsification of admissions documents resulting in incorrect information which could be used in consideration of admission to the college, admission to curriculum programs, or financial aid will result in removal of application from consideration or dismissal from the college/program.

Signature of Applicant \_\_\_\_\_ Signature of parent or guardian also, if applicant is under 18 years of age \_\_\_\_\_ Date \_\_\_\_\_

# Programs Offered at WCC

(Enter both the program to which you are applying and the program code on the first page of the form.)

## College Transfer Programs Awarding Associate in Arts/Science Degrees

Associate in Arts *	AA A10100
Associate in Science	AS A10400

## Associate Degree (A), Diploma (D), and Certificate (C) Programs

Accounting *	A A25100
Accounting/Bookkeeping Certificate	C C25100
Agribusiness Technology	A A15100
Agribusiness Technology Certificate +	C C15100
Air Conditioning, Heating and Refrigeration Technology Diploma	D D35100
Comfort Cooling Certificate +	C C35100CC
Heat Pump Certificate +	C C35100HP
Heating Technology Certificate +	C C35100HT
Applied Animal Science Technology	A A15280
Applied Animal Science Technology Certificate +	C C15280
Associate in General Education *	AG A10300
Automotive Systems Technology (ATEP/ASEP)	A A60160
Automotive Systems Technology Diploma	D D60160
Automotive Maintenance and Light Repair Certificate+	C C60160
Aviation Systems Technology	A A60200
Basic Law Enforcement Training Certificate #	C C55120
Business Administration *	A A25120
Business Administration Diploma *	D D25120
Business Administration Certificate +*	C C25120
Business Administration/Operations Management *	A A2512G
Business Administration/Operations Management Certificate +*	C C2512G
Collision Repair and Refinishing Technology	A A60130
Collision Repair and Refinishing Technology Diploma	D D60130
Collision Repair and Refinishing Certificate +	C C60130
Computer Information Technology	A A25260
Computer Information Technology Diploma	D D25260
Software Applications Certificate +*	C C25260SO
Computer-Integrated Machining	A A50210
Computer-Integrated Machining Diploma	D D50210
Basic Machining Certificate	C C50210A
CNC Operator Certificate	C C50210C
CNC Programming Certificate +	C C50210D
Computer-Aided Manufacturing Certificate	C C50210F
Coordinate Measuring Machine Certificate	C C50210E
Intermediate Machining Certificate	C C50210B
Criminal Justice Technology	A A55180
Management Certificate	C C55180
Criminal Justice Technology/Latent Evidence	A A5518A
Criminal Justice Technology/Latent Evidence Certificate +	C C5518A
Dental Hygiene #	A A45260
Dental Assisting #	D D45240
Early Childhood Education	A A55220
Early Childhood Administrator Certificate	C C55220A
Early Childhood Certificate +	C C55220B
Early Childhood Special Needs Certificate	C C55220C
Infant/Toddler Care Certificate +	C C55290
Emergency Management *	A A55460
Management Certificate *	C C55460M
Forest Management Technology	A A15200
Healthcare Management Technology (Collaborative with Pitt Community College)	A A25200
Human Services Technology	A A45380
Industrial Systems Technology	A A50240
Industrial Controls Certificate	C C50240IC
Industrial Systems Certificate +	C C50240
Maintenance Management Technology Certificate	C C50240MM
Mechanical Systems Certificate	C C50240MS
Mechanical Engineering Technology	A A40320
Drafting Certificate	C C40320A
Tool Design Certificate	C C40320B
Engineering Technology +	C C40320C

Mechatronics Engineering Technology	A A40350
Mechatronics Engineering Technology Certificate +	C C40350A
Medical Assisting #	A A45400
Medical Laboratory Technology #	A A45420
Medical Office Administration *	A A25310
Medical Coding Diploma *	D D25310
Medical Transcription Diploma *	D D25310MT
Medical Insurance Certificate +*	C C25310MI
Networking Technology	A A25340
Routing and Switching Certificate +	C C25340RS
Nursing #	A A45110
Office Administration *	A A25370
Office Administration Diploma *	D D25370
Office Administration Certificate +*	C C25370
Microsoft Applications Certificate *	C C25370MA
Pharmacy Technology Diploma #	D D45580
Phlebotomy Certificate #	C C45600
Practical Nursing Diploma #	D D45660
Simulation and Game Development	A A25450
Simulation and Game Design Certificate +	C C25450
Sustainable Agriculture	A A15410
Sustainable Agriculture Certificate +	C C15410
Sustainability Technology	A A40370
Building Science Certificate +	C C40370D
Energy Management Certificate	C C40370B
Turfgrass Management Technology	A A15420
Turfgrass Management Technology Certificate +	C C15420
Welding Technology Diploma	D D50420
Welding Technology Certificate +	C C50420WT
MIG Welding Certificate	C C50420MG
Stick Welding Certificate	C C50420S
TIG Welding Certificate	C C50420TG
Special Credit	- T90990

## College Transfer Pathways for High School Students

Career and College Transfer Pathway Leading to the Associate in Arts	P1012C
Career and College Transfer Pathway Leading to the Associate in Science	P1042C

## Career Technical Education Pathway for High School Students

+ Indicates certificates offered as a Career Technical Education Pathway for high school students.

# Limited admissions programs which require a separate application. Contact the Office of Admissions and Records for additional admissions requirements and specific application dates.

\*Programs that can be completed online.

For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit our website at <http://waynec.edu/gainful-employment/>.

Wayne Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, 404-679-4500, <http://www.sacscoc.org>, for questions about the accreditation of Wayne Community College.

The purpose for publishing the Commission's access and contact numbers is to enable interested constituents (1) to learn about the accreditation status of the institution, (2) to file a third-party comment at the time of the institution's decennial review, or (3) to file a complaint against the institution for alleged non-compliance with a standard or requirement.

Inquiries about Wayne Community College, such as admission requirements, financial aid, educational programs, etc. should be addressed directly to Wayne Community College and not the Commission's office. Wayne Community College is a tobacco-free institution.

The College's annual safety and security report is available online at [www.waynec.edu/administration/security/securityreport](http://www.waynec.edu/administration/security/securityreport) or in the Office of Campus Police and Security.

Wayne Community College is an Equal Opportunity/Affirmative Action College and accommodates the needs of individuals with disabilities. It is the intent of the College that all programs and activities be accessible to all qualified students. It is the student's responsibility to make his or her disability known as soon as the need becomes known in order to provide ample time for arrangements to be made. The student must request academic adjustments by contacting the Disability Services Counselor in the Wayne Learning Center building, 919-739-6729.

Student Right-to-Know: Information regarding the persistence rate of enrolled students toward graduation and transfer-out-rate is available in the Office of Admissions and Records. Student rights under FERPA are available at [www.ed.gov/policy/gen/guid/fcpo/ferpa/index.html](http://www.ed.gov/policy/gen/guid/fcpo/ferpa/index.html) or in the Office of Admissions and Records and in the Office of Counseling Services.