**Application & Requirements Deadline – March 31, 2020, 5:00 p.m.**

Name: _____________________________________  Student ID#: __________________

This MAR Checklist can be found on the CVCC Surgical Technology Webpage and active hyperlinks are provided for additional information in the online version. Any revisions made to the MAR Checklist are updated to the webpage and provided on paper in Admissions. Admission requirements are subject to change without notice.

1. **DO THIS FIRST:** Visit Student Services with a valid photo ID to activate* the CVCC Application with “Surgical Technology” as the intended major or confirm your records have an active status.

   *Submitted Applications are activated when a student brings a valid photo ID to the Student Services building and meets with an admissions staff member. To avoid disappointment, please do not wait until the deadline day to activate an Application or start the process.


3. All Official, sealed College Transcripts submitted. If additional coursework is completed after submission of transcripts, an official updated transcript must be submitted to CVCC to ensure all possible transfer credit is awarded.

4. Demonstrate college readiness by appropriate developmental courses, college courses, SAT/ACT score, college placement testing, MM or RISE.

5. Completed BIO 168 (A&P 1) with a grade of “C” or higher.

6. Completed ACA 111 or ACA 122 with a grade of “C” or higher.

7. Met GPA Requirement (2.80).

8. Completed TEAS Exam. Official scores sent from other locations must come through ATI Testing (https://www.atitesting.com/) and must be received at CVCC by the deadline date.

9. **Submit the completed MAR Checklist before the deadline.** From the student’s CVCC email account, send a scanned or cell phone photo of the completed MAR Checklist to healthcare@cvcc.edu. The entire document must be legible and readable.

It is the student’s responsibility, whether enrolled at CVCC or elsewhere, to monitor completion of the Minimum Admission Requirements (MAR) on a semester by semester basis. Students must ensure all materials have been submitted before the deadline. CVCC reserves the right to change curriculum and admission requirements without prior notice.