Pharmacy Technician
Getting Started Checklist

We are committed to helping you achieve your goals! Follow the steps on this guide to apply for the Pharmacy Technician Program.

This program offers courses face-to-face and hybrid on the Lincoln Campus. Face-to-face students are admitted every **Fall semester** and hybrid students are admitted every **Spring semester**. See program website for additional information.

- Full Time: Every Fall and Spring semesters
  Fall Semester: Apply February 1st – March 15th
  Spring Semester: Apply September 1st – October 15th

The application for the program will remain open until the end of the application period and/or until the program spots are filled.

Program Acceptance:
Applications will be reviewed when ALL requirements are submitted. The program utilizes a selection process of all complete applications to determine acceptance into the program. Applications with incomplete or missing requirements at the time of selection will not be reviewed. Please note the following:

- Applicants with courses in progress will not be reviewed for acceptance until the end of the term AND after the submission of all requirements.
- Applicants **MUST** resubmit all documentation during each application period.

☐ **Getting Started:**

Are you currently an SCC student enrolled in classes at SCC?
For students currently enrolled in a program at SCC and/or working on pre-requisite courses for a Health Sciences program please meet with your assigned College Advisor. If this is your first term at SCC you will be connected with your advisor after completing *New Student Enrollment*. If you are a returning student and are unsure who your advisor is contact advising@southeast.edu.

Are you new to SCC or unsure where to start?
If you are new to SCC, please submit an Application for Admission to the Associate of Health Sciences program at www.southeast.edu/applynow. If you need help determining your next step, please contact admissions@southeast.edu for assistance.

☐ **Meet with Pharmacy Technician Faculty Advisor:** Schedule an advising appointment contact Julie Wollberg at jwollberg@southeast.edu. To make the most of your appointment bring your placement scores and college transcripts if applicable.

☐ **Demonstrate Appropriate Level of Proficiency in Reading and/or Math**

- Must have completed ENGL 0985 or higher or place into ENGL 1010 or higher (ALPS 1010)
- Must have completed MATH 0900 or higher or place into MATH 0950 or higher

Proficiency can be demonstrated with placement test scores OR course completion. For details related to placement testing or to schedule a placement test go to https://www.southeast.edu/nextgenerationaccuplacer/.

☐ **Complete Program Professional Awareness Activity:** See program website for instructions and forms to submit.

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☐ **Complete Program Application:** Apply at https://www.southeast.edu/applynow/ during the stated application periods. For students interesting in starting:
Spring Semester (January): Please apply September 1st – October 15th.

- First review of completed applications will begin on October 15; the application will remain open until all program seats are full.
- Notification of acceptance will occur **on or after** November 15th.

Fall Semester (August): Please apply February 1st – March 15th.

- First review of completed applications will begin on March 15th; the application will remain open until all program seats are full.
- Notification of acceptance will occur **on or after** April 15th.

Incomplete applications will not be reviewed if missing requirements.

☐ **Complete Clinical Requirements:** Submit the following during the application period. Submit documentation to the Health Sciences Building (HSB 230) or email: healthsciences@southeast.edu.

- Proof of current CPR for Basic Life Support (BLS) Healthcare Providers American Heart Association **only**
- Complete Student Health Statement (see documentation form on program website- https://www.southeast.edu/academics/files/StudentHealthStatement.pdf)
- Submit copy of High School Diploma or GED

Program Website: https://www.southeast.edu/pharmacytech/