KILGORE COLLEGE – SURGICAL TECHNOLOGY APPLICATION

This checklist will assist you in preparing and applying to the Kilgore College Surgical Technology Program.

FOLLOW EACH STEP:

☐ **1. Apply** for admission to Kilgore College: https://www.kilgore.edu/admissions/new-students/

☐ **2. Request** *official* **transcripts from all colleges/universities attended:**

> **Send to:** Attn: Kilgore College Registrar's Office
> 1100 Broadway, Kilgore, TX 75662
> OR e-file to registrar@kilgore.edu

The KC Surgical Technology Admissions Committee highly recommends and encourages the completion of all pre-requisite courses (7 listed below) prior to beginning the surgical technology program.

❖ **NOTE:** *The following science courses expire after 5 years: BIOL 2401, BIOL 2402, and BIOL 2420. If the courses are greater than 5 years but less than 10 years old, students may take BIOL 2404 as a refresher course. However, if BIOL 2401 is 10 years or older, the student must retake the course.*

1. BIOL 2401 w/ lab Anatomy and Physiology 1
2. BIOL 2402 w/ lab Anatomy and Physiology 2
3. BIOL 2420 Microbiology
4. ENGL 1301 Composition I
5. PSYC 2314 Lifespan Growth & Development
6. MDCA 1313 Medical Terminology
7. SPCH 1318 Interpersonal *Communication (may be taken in the program)*

❖ Successful completion of ALL science courses with a grade of "C" or higher AND **minimum science GPA of 2.3**.

❖ ALL science pre-requisite grades and **all** attempts (within 5 years) will be used to calculate the Science GPA.

❖ All pre-requisite courses must be completed with a grade of "C" or higher.

The Admissions Committee will give preference to students who have completed all 7 courses in order to be accepted into the surgical technology program.

❖ **If you are currently enrolled or will be enrolled and will have completed any of the Pre-Req course(s) listed above by the start of the surgical technology semester for which you are applying, please indicate this on the application under "Currently Enrolled" and provide the semester/year you will be enrolled in that course.**

☐ **3. Complete the Kilgore College Surgical Technology Program Application** (pg. 3 of this packet)

☐ **4. Submit a letter of good standing if necessary.** Students not successful in a previous surgical technology program must provide a letter of good standing from the prior program director. A letter can be submitted to: ahall@kilgore.edu

The program requires a criminal background and drug screen. All applicants to Health Sciences programs must pass a criminal background check that includes providing necessary documentation for the background check agency to make it reliable. Said documentation may consist of an authenticated Social Security card and identification such as a driver's license or identification card.

Surgical Technology Application Packet must include the following:

A. Completed Kilgore College Surgical Technology Application

B. Copies of Transcript(s) from **all** Colleges/Universities attended, **including** Kilgore College transcript with your Surgical Technology Application

C. Submit a well-developed 2-5 min video that explains your interest in the Surgical Technology Program to ahall@kilgore.edu. Comment on previous work experience/observations, hobbies, or personal experiences that demonstrate a strong interest in and knowledge of the field of surgical technology and your role as a surgical technologist. Include ideas about how the Surgical Technology Program and subsequent licensure as a licensed surgical technologist may assist you in your personal/professional goals. Indicate why you want to become an ST.

D. Signed Essential Functions form (pg. 5 of this packet)

Application Deadline:	**Fall Semester (April 1st)**	**Applicants will be notified by May 1st**
	Spring Semester (January 1st)	**Applicants will be notified by February 1st**

Application packets are due no later than the next business day if the deadline falls on a weekend or holiday.

Incomplete application packets will not be reviewed

Don't hesitate to contact us with any questions regarding the KC Surgical Technology Program:

Amanda Hall, CST	Judy Gumm
Director, Surgical Technology	Administrative Assistant
Email: ahall@kilgore.edu	Email:jgumm@kilgore.edu

KILGORE COLLEGE SURGICAL TECHNOLOGY APPLICATION

Deadline: April 1 for Fall Admission & June 1 for Summer Admission

(Application to Kilgore College https://www.kilgore.edu/admissions/new-students/ is required before submitting a Surgical Technology Application)

STUDENT APPLYING FOR: Fall _____ Summer _____

KC Student ID #/Email: _____

NAME: _____
        Last   First   Middle/Maiden   (Any other names records may appear)

MAILING ADDRESS: _____
        (Street or P.O. Box)   City   State   Zip Code

Phone #: _____   **Other Phone #: _____**

(Attach Additional Paper if Needed):

1. Are you currently enrolled in college? _____ yes _____ no. If yes, where? _____

2. Please provide the name(s) and attendance of all previously attended colleges: _____

    _____

3. Have you ever been accepted into a Surgical Technology program? _____ yes _____ no. If yes, Dates/where: _____

    _____

4. Do you hold and health care license or certificates? (Not CPR) _____ yes _____ no. If yes, provide a copy of your license along with your application.

5. Health Care Work/Health Care Volunteer History: _____ yes _____ no. If yes, provide a letter from the HR department or Volunteer Coordinator regarding your tenure and job duties. It must be on company letterhead and included in your application packet to receive points.

6. Are you receiving VA benefits? _____ yes _____ no.

PLEASE READ THE FOLLOWING AND SIGN/DATE:
Kilgore College does not discriminate on the basis of race, color, religion, national origin, sex, handicap, marital status, or veteran status. I hereby certify that the information contained in this Application Packet is true and complete to the best of my knowledge. I understand that any misrepresentation or falsification of information is cause for denial of admission or expulsion from the college.

Signature of Applicant: _____   Date: _____

Updated 2024/10

For Official Use Only

Category	Explanation		Possible Points	Points Rec
Total Science GPA All science grades and attempts, taken within 5 years. (Minimum GPA 2.3)	BIOL 2401 (A&P I) Grade_____	BIOL 2404 (A&P refresher) Grade _____	SGPA 4.00= 10 pts	
			SGPA 3.99-3.00= 6 pts	
	BIOL 2402 (A&P 2) Grade_____	BIOL 2420 (Microbiology) Grade_____	SGPA 2.99-2.67 = 2pt	
			SGPA Below 2.67= 0 pts	/30
Pre-requisites GPA (points awarded per course)	PSYC 2314 Lifespan Growth and Development _____ ENGL 1301 Composition 1 _____ MDCA 1313 Medical Terminology _____ SPCH 1318 Interpersonal Communication _____		A = 4 pts	
			B= 3 pts	
			C= 2 pts	
			D/F/W = 1/0/0 pts	
				/16
Health Care Work or Volunteerism	Must include a letter on company letterhead from the HR department or volunteer coordinator included with the application packet.		> 2 years= 2 pts	
			0-2 years = 1 pt	
				/2
Core Curriculum	ENGL 1302, MATH 1342, HIST1301, HIST1302, GOVT 2305, GOVT 2306, KINE 1306, MATH (3 hrs), creative arts (3 hrs)		½ point/course	/3
			Total Points =	/51

KILGORE COLLEGE

ESSENTIAL JOB FUNCTIONS - SURGICAL TECHNOLOGIST

The following are essential job functions for a Surgical Technologist as compiled from observations of a wide variety of job experiences and Department of Labor terminology.

VISION ACUITY:
- Demonstrate sufficient visual ability enough to load a fine (10-0) suture onto needles and needle holders with/without corrective lenses and while wearing safety glasses.
- Demonstrate sufficient peripheral vision to anticipate the surgeon and function in the sterile field
- Students must have vision sufficient for observation and assessment necessary during a surgical procedure.

HEARING ACUITY:
- Perceive the nature of a sound and receive and interpret detailed information through oral communication
- Hear and retain pertinent information to relay instructions

COMMUNICATION ABILITY:
- Express, exchange or interpret ideas by means of the spoken or written word accurately, loudly and quickly as necessary
- Communicate sufficiently nonverbally, in speech, reading and writing to appropriately interact with individuals and to communicate their needs promptly and effectively for the client's best interest

DIGITAL DEXTERITY:
- Coordinate movements into smooth, fluid motions including but not limited to eye/hand coordination activities and eye/hand/foot coordinated activities
- Apply pressure to an object with the fingers and palm; both a firm/strong grasp and light grasp

PHYSICAL ABILITY:
- Stand for sustained periods of time
- Move from one area to another quickly, particularly for long distances and to be on the feet/mobile for 4-8 hours consecutively and maneuver in small spaces
- Maintain body equilibrium to prevent falling when walking or standing on narrow, slippery, or erratically moving surfaces

ADAPTIVE ABILITY:
- Complete tasks or job functions within deadlines
- Complete required tasks/functions under stressful conditions
- Track and complete multiple tasks at the same time
- Perform independently with minimal supervision
- Interact appropriately with diverse personalities

I have read and fully understand the above statements, and meet these standards for the Surgical Technology Program at Kilgore College. If I cannot meet these standards, I may be dismissed from the program.

Signature: _____   Date: _____