Darton State College

Health Sciences Division

HistoTechnology program

Application

University System of Georgia • An Affirmative Action/Equal Opportunity Institution

DARTON STATE COLLEGE

Health Sciences Division

Thank you for your interest in the Darton State College Histotechnology Program. Included in this packet is an application for entrance into the Histotechnology Program as well as additional information about the program.

Histotechnicians are medical laboratory personnel who are trained to prepare microscopic slides from human and veterinary tissue samples. Histotechnicians work closely with pathologists and other doctorate level professionals in a variety of settings including hospitals, clinical laboratories, pharmaceutical research, coroner's offices and other independent laboratories. While patient care is a major force in the services we provide there is very little or no patient contact.

The job outlook looks quite bright as many established histotechnicans are closing in on retirement, the standards for certification are raised and the number of laboratory tests increases. Current entry level salaries are in the mid $30,000 per year range.

The certificate and associate of science options present students with alternatives to acceptance into the Darton State College Histotechnology program. Both programs are open to qualified applicants regardless of prior experience.

Selection is based on a number of factors which are outlined in this packet. Students will be evaluated and ranked according to these metrics. The Program Director and Educational Coordinator have the right to increase or decrease the number of students accepted in any given year based upon the fundamentals of the applicants.

Students interested in applying for admission into the Histotechnology Program must first be admitted to Darton State College. This can be done online at www.darton.edu or through the mail, requires a $20.00 non-refundable fee and the submission of transcripts of all prior academic coursework. Applications to the Darton State College Histotechnology program must be received by June 30th for the fall matriculation and by November 30th for the spring matriculating class.

If you have any questions feel free to contact the Histotechnology Educational Coordinator in the Health Sciences Division via the following methods:

e-mail: carl.sagasser@darton.edu
phone: (229) 317-6974

Sincerely,

Carl Sagasser

Carl Sagasser, Educational Coordinator
Histotechnology Program

Nancy Beamon

Nancy Beamon, Director
Histotechnology Program

Courses Required

The following is the course sequence as outlined in the Darton State College Catalog for both the Histotechnology Certificate and Associate of Science Degrees.

Course Number	Course	Credit hours
Freshman Year	***Fall Semester***	
BIOL 1100k**	Human Anatomy and Physiology for Healthcare Professionals	4
CHEM 1211k	Principles of Chemistry I	4
ENGL 1101	English Composition I	3
HIST 2111 or	U.S. History Through 1877	3
HIST 2112	U.S. History After 1877	
MATH 1111	College Algebra	3
Elective	See Area E of the Core Curriculum	3
		20
	Spring Semester	
CHEM 1212k	Principles of Chemistry II	4
ENGL 1102	English Composition II	3
COMM 1110 or	Public Speaking or	
COMM 2105	Introduction to Interpersonal Communication	3
BIOL 1115k	Essentials of Microbiology	3
Area C Elective	See Area C of the Core Curriculum	3
Area G Elective	See Area G of the Core Curriculum	1-2
		18-19
Sophomore	***Fall Semester***	
MLTS 1300*	Introduction to Histology	3
MLTS 1310W*	Histology I	3
MLTS 1310L*	Histology I lab	1
MLTS 1320W*	Histology II	2
MLTS 1320L*	Histology II lab	1
MLTS 1330*	Histology III	1
POLS 1101	American Government	3
Area G Elective	See Area G of the Core Curriculum	1-2
		15-16
	Spring Semester	
MLTS 1340*	Histology IV	5
MLTS 1350*	Histology V	2
MLTS 1360*	Histology VI	1
		8
	TOTAL	**61-63**

*Certificate option only
**Students pursuing a Bachelor's degree may wish to take BIOL 1111 and 1112 in lieu of BIOL 1100k

Distance Learning Option A

The following is the course sequence as outlined in the Darton State College Catalog for both the Histotechnology Certificate and Associate of Science Degrees.

Course Number	Course	Credit hours
Freshman Year	***Fall Semester***	
BIOL 1100k**	Human Anatomy and Physiology for Healthcare Professionals	4
CHEM 1211k	Principles of Chemistry I	4
ENGL 1101	English Composition I	3
HIST 2111 or	U.S. History Through 1877	3
HIST 2112	U.S. History After 1877	
MATH 1111	College Algebra	3
Elective	See Area E of the Core Curriculum	3
		20
	Spring Semester	
CHEM 1212k	Principles of Chemistry II	4
ENGL 1102	English Composition II	3
COMM 1110 or	Public Speaking or	
COMM 2105	Introduction to Interpersonal Communication	3
BIOL 1115k	Essentials of Microbiology	3
Area C Elective	See Area C of the Core Curriculum	3
Area G Elective	See Area G of the Core Curriculum	1-2
		18-19
Sophomore	***Fall Semester***	
MLTS 1300*	Introduction to Histology On-Line	3
MLTS 1310W*	Histology I On-Line	3
MLTS 1310L*	Histology I lab (clinical affiliate)	1
MLTS 1320W*	Histology II On-Line	2
MLTS 1320L*	Histology II lab (clinical affiliate)	1
MLTS 1330*	Histology III (clinical affiliate)	1
POLS 1101	American Government	3
Area G Elective	See Area G of the Core Curriculum	1-2
		15-16
	Spring Semester	
MLTS 1340*	Histology IV Clinical Externship	5
MLTS 1350*	Histology V On-Line	2
MLTS 1360*	Histology VI On-Line	1
		8
	TOTAL	**61-63**

*Certificate option only
**Students pursuing a Bachelor's degree may wish to take BIOL 1111 and 1112 in lieu of BIOL 1100k
Bold courses are to be completed at an approved clinical affiliate.

Distance Learning Option B

The following is the course sequence as outlined in the Darton State College Catalog for both the Histotechnology Certificate and Associate of Science Degrees.

Course Number	Course	Credit hours
Freshman Year	***Spring Semester***	
BIOL 1100k**	Human Anatomy and Physiology for Healthcare Professionals	4
CHEM 1211k	Principles of Chemistry I	4
ENGL 1101	English Composition I	3
HIST 2111 or	U.S. History Through 1877	3
HIST 2112	U.S. History After 1877	
MATH 1111	College Algebra	3
Elective	See Area E of the Core Curriculum	3
		20
	Fall Semester	
CHEM 1212k	Principles of Chemistry II	4
ENGL 1102	English Composition II	3
COMM 1110 or	Public Speaking or	
COMM 2105	Introduction to Interpersonal Communication	3
BIOL 1115k	Essentials of Microbiology	3
Area C Elective	See Area C of the Core Curriculum	3
Area G Elective	See Area G of the Core Curriculum	1-2
		18-19
Sophomore	***Spring Semester***	
MLTS 1300*	Introduction to Histology On-Line	3
MLTS 1310W*	Histology I On-Line	3
MLTS 1310L*	Histology I lab (clinical affiliate)	1
MLTS 1320W*	Histology II On-Line	2
MLTS 1320L*	Histology II lab (clinical affiliate)	1
MLTS 1330*	Histology III (clinical affiliate)	1
POLS 1101	American Government	3
Area G Elective	See Area G of the Core Curriculum	1-2
		15-16
	Summer Semester	
MLTS 1340*	Histology IV Clinical Externship	5
MLTS 1350*	Histology V On-Line	2
MLTS 1360*	Histology VI On-Line	1
		8
	TOTAL	**61-63**

*Certificate option only
**Students pursuing a Bachelor's degree may wish to take BIOL 1111 and 1112 in lieu of BIOL 1100k
Bold courses are to be completed at an approved clinical affiliate.

Application for Admission

Darton State College Histotechnology Program

PROGRAM ADMISSION REQUIREMENTS TO THE HISTOTECHNOLOGY PROGRAM

Prior to being considered for admission into the Darton State College Histotechnology Program, a student must be admitted to Darton State College. In addition the following requirements must be met:

1. The student must have exited any required learning support courses.

2. Complete courses in Biology, Chemistry and Algebra either in High School or College with a grade of "C" or better. Coursework in Biology would preferably be Anatomy or some related field. Acceptance of coursework will be at the discretion of the Educational Coordinator

3. **Completion and submission of all immunizations including Hepatitis B for all Health Sciences programs****

4. **Completion of a physical examination form by a physician (form enclosed)****

5. **Completed Histotechnology program application****

6. **Applicants must submit two professional letters of recommendation****

7. Students completing the Associate of Science degree in Histotechnology must meet all the above requirements plus complete a minimum of 35 hours of the general and science education courses before applying to the program.

8. **Submit all applicable transcripts from all high school and/or college coursework****

***** Must be submitted at time of application***

Both the Certificate and Associate of Science Degree options are eligible to sit for the National Board Exam.

Once an applicant meets the general admission criteria for the program and has submitted all the required paperwork, the student is then ranked among other applicants according to the following criteria:

1. Prior degree obtained
2. Prior laboratory work experience
3. GPA
4. Professional recommendations

PROGRAM APPLICATION

Darton State College Histotechnology Program

Name: _____ _____ _____
Last First Middle

Darton Student ID number: _____

Address:
Street _____
Apt _____
City _____ State _____Zip _____

Telephone:
Home ( ) _____
Work ( ) _____
Cell ( ) _____

How did you learn about Histotechnology?
_____
_____
_____

Have you shadowed or spent time in a Histology laboratory?
Yes _____ No _____
If yes please indicate with whom and for how long
_____

Do you plan to relocate after graduation?
Yes _____ No _____

Please give the names and numbers for your two professional references

1) _____ **(** **)** _____
2) _____ **(** **)** _____

I am applying for admission to the Histotechnology program for the (Fall/Spring) _____ matriculating class.

I understand the application and selection criteria and that the class size is limited to 20 students
Yes ____ No _____

Mandatory Student Health Insurance

Beginning Fall Semester 2014, all new students accepted into ANY Health Sciences or Nursing Program at Darton State College will be required to show proof of active Medical Insurance coverage. This is a new Board of Regents of the University System of Georgia mandate and not a Darton State College mandate. Proof of coverage must be submitted during a specified time period. Submissions CANNOT be done BEFORE or AFTER the given time period. Submission is done via the following website:

https://studentcenter.uhcsr.com/darton

Proof of coverage must be provided in one of the following ways:

1) Through a currently active parent plan.
2) Through a currently active individual or family plan.
3) Through a currently active Employer-Sponsored plan.
4) Through a currently active Darton State College Student Health Insurance Plan (SHIP).
5) Through a currently active Government Sponsored Plan.

If a student fails to provide appropriate proof of coverage during the dates stated above, the student will be automatically enrolled (via the Business Office) into plan #4 above. As of May 1, 2014, the Annual Premium rate for Plan #4 was as follows:

Student – Age 26 and Under $1,381.00
Student – Age 27 and Older $1,782.00
*These rates are subject to change without notice.

Additionally, Health Insurance coverage must be maintained by the student throughout the entire time the he/she remains enrolled and is actively progressing through his/her respective Health Sciences or Nursing Program. If a student fails to maintain Health Insurance coverage, then he/she will be immediately dismissed from their respective Health Sciences or Nursing Program for failure to maintain the mandatory coverage as required by the Board of Regents of the University System of Georgia. If you have any questions regarding this requirement, please contact your respective Program Director, the Health Sciences Division Office, or the Nursing Division Office.

I have read the above statement and I understand the requirements as listed above and understand that my acceptance into any Darton State College Health Sciences or Nursing Program requires Mandatory Medical Insurance coverage.

_____ _____
Student Signature Date

_____
Printed Name

Darton State College
Histotechnology Program

Physical Evaluation Form

To be completed by physician/health care provider

I have examined _____ and find that she/he meets the following essential functions required for participation in the Darton State College Histotechnology Program. The essentials are as follows:

Visual Acuity (with or without corrective lenses) sufficient to differentiate colors used as reaction indicators; to differentiate and identify specimens utilizing microscopic examination; to read laboratory manuals, procedures, policies, specimen labels, test requisitions and other materials pertinent to professional practice;

Physical Ability to manipulate clinical laboratory instruments and equipment in a manner consistent with operational procedures;

Manual Dexterity to perform procedures and operate equipment consistent with operational guidelines.

_____ _____

Physician/Health Care Provider **Date**

Application checklist

Students applying to the Darton State College Histotechnology program must submit certain documents to be considered for entrance into a class.

Submission of your application should include all of the following:

1. **____Completed application form**

2. **____All applicable transcripts**
   -copies are ok
   -high school transcripts may not be required if you have college credit for algebra, chemistry and biology

3. **_____Two letters of recommendation**

4. **_____ Physical form**

5. **____Immunization to Hepatitis B**
   -copy of verification of series

6. **_____Mandatory Student Health Insurance**

Admissions at Darton State College will also ask for transcripts and immunization forms.

This is in addition to the request for these documents by the Darton State College Histotechnology program.

Placing a check next to each of these items completes your application. Now you are ready to submit all documentation to:

Darton State College
Carl Sagasser
Educational Coordinator
Histotechnology program
2400 Gillionville Road
Albany, GA 31707