

Veterinary Medical Technology Program Admissions Policies and Procedures

The Associate in Applied Science (A.A.S.) degree in the Veterinary Medical Technology Program (VMTP) is designed for students who wish to become certified veterinary technicians (CVTs). The program combines classroom learning with hands-on laboratory and clinical experience. The VMTP offers a 2-year and 3-year track as well day and evening sections and is Fall semester start only. The program must be completed within 4 years of program start.

The Joliet Junior College Veterinary Medical Technology Program is fully accredited by the Committee on Veterinary Technician Education and Activities (CVTEA) of the American Veterinary Medical Association (AVMA). Upon completion of the VMTP, graduates are eligible to take the Veterinary Technician National Exam (VTNE) for licensure in Illinois. The Illinois Department of Financial and Professional Regulation (IDFPR) administers the examination. Certification requirements may vary from state to state.

JJC's VMTP has a selective admissions process and limited enrollment. Students considering veterinary medical technology as a major should make an appointment with a VMTP advisor ASAP. Appointments and other program information can be requested by contacting: Karen Magno, Program Secretary at 815-280-2746 or kmagno@jjc.edu. Admissions questions should be directed to Sandy Barrera, Admissions Specialist 815-280-2247 or by email at sbarrera@jjc.edu.

Applications for the Veterinary Medical Technology Program can only be completed during the VMTP application period (March 1st – June 1st). Visit the JJC [Admissions](#) page and select the **Veterinary Medical Technology** tab. Applicants are responsible for ensuring that all admissions requirements are met, and all necessary documentation is on file by the application deadline of **June 1st**.

Students will be required to obtain a physical examination and rabies virus vaccination series prior to program start. Since most clinical sites are requiring Covid-19 vaccination, we recommend vaccination prior to admission.

Steps to Apply

1. Complete a [JJC \(Joliet Junior College\) application](#).
2. Go to the [ID / user name / password help page](#) and obtain your JJC username and password.
3. Submit official transcripts or high school equivalency GED, HiSET, TASC electronically to transfercredit@jjc.edu or official, sealed transcripts may be sent from the original institution directly to Joliet Junior College to Transfer Credit Evaluation Office, 1215 Houbolt Road, Joliet, IL 60431-8938.
4. Complete a [Transcript Evaluation Request Form](#). Transfer Questions? Email transfercredit@jjc.edu.

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5. Sign up for the [Placement Test](#) , if needed.
 6. Complete an online [Veterinary Medical Technology Application](#). This application can only be completed during the VMTP application period (**March 1st-June 1st**). Primary consideration is given to applicants who have complete files as of **June 1**.
 7. **Complete the Veterinary or Animal Experience form (if applicable).**
 8. Confirm your application is complete with admissions specialist sbarrera@jjc.edu, (815) 280-2247.
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Veterinary Medical Technology Program Admissions Criteria

The following academic eligibility requirements must be met. Courses must be completed with a grade "C" or higher.

- MATH 094 or [Placement Test](#) above MATH 094 or valid ACT score of 22 or SAT score of 530
- ENG 101 or 102
- Two general education courses, one must be an introductory level Social Science course (see link for general education courses)
http://catalog.jjc.edu/preview_program.php?catoid=23&poid=12198
- COMM 101 or 202 or 203 or 204
- VET 100 or BIO 100
- BIO 149 or 151

Those applying to the Vet Tech program with a previous college degree should contact Eileen McKee, Program Director, emckee@jjc.edu regarding transfer equivalencies.

Ranking Process

Due to the large volume of applicants relative to the number of open positions in the program, a point ranking system will be used to determine acceptance into the VMTP. Each eligible application will be given a number for anonymity and demographic data will be removed.

Applicants will be scored and ranked based on:

1. Calculated GPA (Grade Point Average) based upon the grades for the following courses: (ENG 101 or ENG 102, VET 100 or BIO 100, BIO 149 or BIO 151, and COMM 101 or COMM 202 or COMM 203 or COMM 204) – **weight 50%**.

If a student has received course credit for any class where there is no grade given, the student's grade for purposes of awarding points will be counted as a "C."

2. Percentage of prerequisite/gen ed courses completed – **weight 20%**.
3. Veterinary or Animal Experience - **weight 30%**.

([Veterinary/animal experience form](#)): Experience is highly recommended and can add to your ranking. Any of the following experiences may be counted for points:

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- **Veterinary/Animal Research experience.** Any paid or volunteer work performed in a veterinary or research facility, including job shadowing, and observation. Students may submit up to a total of 80 hours to receive a maximum of 12% of overall consideration. Students submitting less than 80 will receive a prorated proportion of that **12%**.
- **Animal experience.** All verifiable animal care and training experience, including 4-H, FFA, and kennel/boarding facility work. Please complete the entire form to verify this experience for **3%** of overall consideration.
- Successful completion of a **Veterinary Assistant Certificate.** Completed certificate required for verification for **15%** of overall consideration.
- Proof of residency. In-district students have first right of admission and will be awarded **25 additional points in the ranking process.** Students must meet residency requirements as defined by Joliet Junior College for “in-district” status.

When Will I Know If I Have Been Accepted into The Program?

Within 2-3 weeks after the VMTP application closes, students will receive an email sent to their JJC email account from the program secretary, Karen Magno (kmagno@jjc.edu), informing of their acceptance into the program. Students must accept their seat within the required timeframe in the acceptance letter. Students will be required to attend a **mandatory** orientation during the week prior to Fall class start. Students may lose their seat if orientation is not completed prior to the start of classes. Orientation information will be included in the acceptance letter.

The next ten students on the ranking list who have not been admitted will be offered placement on an **alternate list.** The alternate list is used if one or more of the students who are notified of being accepted into the VMTP indicate that they do not intend to accept the seat or wish to defer. In that case, the vacancy will be filled by the alternate applicants based on the rank score earned. **Alternate students may be accepted through the first week of the fall term start.**

VMTP students must achieve a minimum grade of “C” in each of the vet tech courses as well as the general education courses before they are eligible for graduation

If a student is not admitted to the program for the fall of that year, a student would have to resubmit their application to be considered for the following academic year. All prerequisites previously completed are accepted in subsequent application years.

Admission criteria are subject to change. It is the applicant’s responsibility to review the criteria on a regular basis.

Veterinary Medical Technology Program Essential Qualifications

The VMTP has established technical standards to be considered in the enrollment/admissions process to provide a framework to balance several competing interests:

1. The rights of applicants and students.
 2. The safety of students, their co-workers, and veterinary patients.
 3. Fulfilling the clinical training component of the curriculum.
 4. Successfully completing the American Veterinary Medical Association requirements for accreditation.
 5. The conditions for licensure or certification of the VMTP graduates.
- These competing interests and the nature of veterinary educational activities may prevent some prospective and current students with disabilities from qualifying for enrollment or continued enrollment in the VMPT at Joliet Junior College.
 - The qualifications set forth in this document are the minimum standards that allow an individual to perform at the lowest acceptable level in the required activity having the highest, greatest, or most complex requirement for the designated sense, function, or characteristic.
 - Joliet Junior College does not discriminate against qualified students with disabilities who apply for admission to or who are enrolled in the Veterinary Technology program. Qualified applicant shall not be excluded from admission or participation in educational programs, services, and activities solely by reason of their disability or medical condition. Joliet Junior College provides reasonable accommodation in its academic programs to qualified students with disabilities. A reasonable accommodation is one that does not require substantial modification of essential program requirements or lower academic standards, consistent with legal standards and institutional policy.
 - Registration with Disability Services is necessary for students to receive accommodations. Registration is the student's responsibility. Students must present their Notice of Accommodation to their instructors.
 - All applicants and enrolled students are held to the same academic and technical standards of admission and training, with reasonable accommodations as needed for students with disabilities. The Veterinary Technology program and Disability Services will engage in an interactive process with students with disabilities to provide equal access.

The student must have the ability to perform the following with or without reasonable accommodations:

Essential Qualifications	Behaviors
Cognitive	<ul style="list-style-type: none"> • Effectively engage and contribute to decision-making within a team • Ability to problem-solve in any situation • Function within critical time constraints and meet deadlines
Affective	<ul style="list-style-type: none"> • Always maintain professional behavior and attitude • Demonstrate elevated level of integrity and honesty • Communicate empathy to clients and for patients • Understand and commit being a patient advocate
Psychomotor	<ul style="list-style-type: none"> • Stoop, bend, reach, pull and push with full range of motion of body joints • Lift and/or carry a max of 50 pounds daily • Handle, install, position, and move materials, equipment, and supplies • Handle, position, and restrain live animals of all types of species • Assist with and perform a wide variety of routine medical, surgical, and diagnostic procedures common to the veterinary setting
Communication	<ul style="list-style-type: none"> • Communicate effectively in a rational, coherent manner with clients, families, peers, colleagues, and faculty • Comprehend and carry out complex written and oral instructions, accurately and in a timely manner • Maintain accurate patient records
Sensory/Observation	<ul style="list-style-type: none"> • Examine and critically analyze images or other forms of output created by diagnostic equipment • Observe and assess a patient sufficiently to assist and perform diagnostic procedures and patient monitoring
Behavioral/Emotional	<ul style="list-style-type: none"> • Remain focus under difficult and emotional situations • Communicate empathy for others
Professional Conduct	<ul style="list-style-type: none"> • Organize and efficiently use the time to prepare for class and clinical • Attend classes and clinical assignments in a timely manner • Maintain client-patient confidentiality
Criminal Background Checks	<ul style="list-style-type: none"> • No disqualifying conditions according to requirements for licensure as a CVT (Certified Veterinary Technician) in the state of Illinois, on admission or throughout the program

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If you have any concerns regarding these standards, please contact Adam Wouk in the Disability Services Center, awouk@jjc.edu.