



## RESPIRATORY CARE TECHNOLOGY PROGRAM APPLICATION CHECKLIST

- Did you check the program's website to ensure you are applying at the proper time and for details on all requirements?**
- The application packet must be postmarked between March 1 and June 1, or it will not be considered. The deadline is subject to change with possible extensions per program discretion.
- Have you completed the "Apply Texas" application for admission to St. Philip's College?**
- This is required if you have not taken classes at an Alamo Colleges campus within the past year.
  - Identify St. Philip's College as your home school upon enrollment and choose Respiratory Care as your program of choice.
- Does your prerequisite GPA meet the minimum requirements of 2.8?**
- GPA Requirements of 2.8 or higher in the following courses:
    - ENGL 1301 Composition I
    - MATH 1314 College Algebra
    - BIOL 2404 Human Anatomy & Physiology
- Did you include your score on the ATI TEAS examination?**
- Only include the score and transcript pages, not all the feedback and explanations. The expected minimum score is 65.
- Did you include the Respiratory Care Technology Application Form?**
- Fill out the entire form legibly and completely. You must sign and date the form.
- Did you include ALL official transcripts?**
- Official transcripts from all colleges (including St. Philip's College or other Alamo Colleges, if applicable) attended are required. *An official transcript is one printed on official paper from the registrar's office and in a sealed envelope.*
  - Students should request the transcript(s) be sent to their home address. **DO NOT OPEN THE TRANSCRIPT.**
  - Transcripts can be sent as Escripts, but please notify the program director by providing proof of Escript purchase in application packet.
- Did you include an essay?**
- Does it describe your reasons for pursuing a career as a Respiratory Therapist and for choosing our program?
  - Does it follow the format and content requirements?
- Did you attend an information session?**
- All applicants should attend a scheduled information session or request a recording.
  - A certification of completion will be provided to include in your admission packet.
- Have you included any supporting documentation for consideration?**
- Applicants may include documentation of volunteer hours, Ethics training, medical terminology course, medical work experience, CPR certification, or any other relevant items.
- Did you place all required documents in **ONE** sealed envelope addressed as below?**
- **Documents mailed separately will NOT be considered.** The application and required documents must be mailed to:

St. Philip's College Health Sciences Department  
Application for Respiratory Care Technology Program – Attn: Christa Mitchell  
1801 Martin Luther King Drive, San Antonio, TX 78203-2098