INTRODUCTION

You have chosen a very interesting and important career in the field of veterinary medicine. Our program is designed to prepare you for a career as a licensed veterinary technician by helping you develop skills in many areas including: animal handling and nursing, the diagnostic laboratory, anesthesiology and radiology, practice management, as well as critical thinking and decision making skills. With these skills and a thorough knowledge base, you will be ready to take your place as a member of the veterinary health care team by providing high quality assistance to a veterinarian and by providing professional nursing care and compassion to your animal patients.

This program is **NOT** a stepping-stone to veterinary school. If your main objective is to become a veterinarian, you need to make an appointment to talk to a college advisor regarding pre-veterinary course work and applying to veterinary school. The Pierce College Veterinary Technology Program is approved by the Washington State Veterinary Medical Association, the Washington State Association of Veterinary Technicians and is fully accredited by the American Veterinary Medical Association.

The Program is a full-time course that requires 21 months to complete. Classes start in September and run through June, the Program is closed during July and August, classes then resume in September until graduation, the following June. During that time you will be taking a “full load” class schedule. In our experience it is **very difficult** to maintain a job and complete this Program at the same time. Unless the job is very part-time and your employer will allow you a great deal of flexibility in your hours, the time constraints of this Program will make it hard for you to continue working while attending classes as a full-time student. Financial aid is available through the Financial Aid Office for those who qualify and, in addition, various scholarships are available specifically for veterinary technology students. Most of the scholarship monies do not cover all of your costs, but they may lessen the need to work while attending classes. The total two-year Program cost for a Washington State resident is approximately **$11,500**. This includes tuition, student fees, lab fees, textbooks, uniforms, etc.

Students in the Veterinary Technology Program are in class or on campus up to 30 hours per week. A typical week for Fall Quarter first year students would be Monday through Thursday from 9 am to 4 pm. Parking is in short supply, so students must give themselves ample time to find a parking place before class. These hours do not include the time students are doing “Ward Care”. Because the Program maintains a kennel for dogs and cats and a barn for farm animals, first year students are responsible for the care, feeding and cleaning of these animals. On a rotating basis you will need to arrange your schedule to be on campus from 5:30 a.m. to 7:30 a.m. in the morning or stay late in the afternoon, 4:00 p.m. to 6:00 p.m., during the week **and weekend** that you have ward care. Your scheduled ward care times are given to you during the first week of class.
The Veterinary Technology Program and the field of veterinary medicine are very mentally and physically challenging. Successful candidates must be able to multi-task, solve challenging mathematical problems correctly and efficiently, complete tasks in a thorough sequential manner, and remain calm in an emergency situation. The Veterinary Technology Program is designed as a professional vocational program. Therefore, all students are expected to work with classmates and animals in a respectful and cooperative manner. Typical live animal laboratory sessions require lifting and/or carrying of small animals up to 50 pounds from floor to waist level. In addition, students must have the flexibility to bend over animals on examination tables, or on the ground, and the manual dexterity and strength to safely restrain them. These movements are physically demanding and a necessary part of the curriculum. Applicants with disabilities seeking accommodations to meet the requirements of the Veterinary Technology Program should contact the access and Disability Services (ADS) Office at 253-964-6526 or FSADS@pierce.ctc.edu.

The information and forms in this packet are provided to help guide you through the application process for admission consideration into the Veterinary Technology Program at Pierce College. Because our enrollment is limited to 40 students per year, we want to help you submit a complete, accurate and on-time application packet. Failure to submit a complete application packet by 3pm, April 17, 2017 will make you ineligible for admission to the Program.
Effective Fall 2014

**Associate in Veterinary Technology**

**FIRST YEAR**

**Fall Quarter (17 credits)**

<table>
<thead>
<tr>
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<th>Course Title</th>
<th>Credits</th>
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<tr>
<td>VT 100</td>
<td>Introduction to Veterinary Technology</td>
<td>2</td>
</tr>
<tr>
<td>VT 101</td>
<td>Animal Nursing I Lecture</td>
<td>2</td>
</tr>
<tr>
<td>VT 102</td>
<td>Animal Nursing I Lab</td>
<td>2</td>
</tr>
<tr>
<td>VT 107</td>
<td>Medical Dosage for VT</td>
<td>2</td>
</tr>
<tr>
<td>VT 110</td>
<td>Ward Care Laboratory I</td>
<td>1</td>
</tr>
<tr>
<td>VT 125</td>
<td>Animal Anatomy &amp; Physiology I</td>
<td>6</td>
</tr>
<tr>
<td>VT 160</td>
<td>Applied Behavior Techniques I</td>
<td>2</td>
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</table>

**Winter Quarter (16 credits)**

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<td>Animal Nursing II</td>
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<td>VT 111</td>
<td>Ward Care Laboratory II</td>
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<tr>
<td>VT 123</td>
<td>Large Animal Nursing</td>
<td>4</td>
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<tr>
<td>VT 126</td>
<td>Animal Anatomy &amp; Physiology II</td>
<td>3</td>
</tr>
<tr>
<td>VT 155</td>
<td>Nutrition &amp; Complementary Therapies</td>
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<td>VT 161</td>
<td>Applied Behavior Techniques II</td>
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**Spring Quarter (15 credits)**

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<tr>
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<td>Animal Nursing III</td>
<td>3</td>
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<td>VT 112</td>
<td>Ward Care Laboratory III</td>
<td>1</td>
</tr>
<tr>
<td>VT 150</td>
<td>Clinical Microbiology &amp; Public Health</td>
<td>6</td>
</tr>
<tr>
<td>VT 162</td>
<td>Applied Behavior Techniques III</td>
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</tr>
<tr>
<td>VT 166</td>
<td>Hematology for VT</td>
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**SECOND YEAR**

**Fall Quarter (15 credits)**

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<tr>
<td>VT 250</td>
<td>Radiology for VT</td>
<td>3</td>
</tr>
<tr>
<td>VT 251</td>
<td>Pharmacology for VT</td>
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<tr>
<td>VT 266</td>
<td>Veterinary Clinical Pathology &amp; Parasitology</td>
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**Winter Quarter (16 credits)**

<table>
<thead>
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<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Animal Hospital Office Procedures</td>
<td>2</td>
</tr>
<tr>
<td>VT 224</td>
<td>Veterinary Clinical Laboratory Principles</td>
<td>2</td>
</tr>
<tr>
<td>VT 240</td>
<td>Animal Diseases</td>
<td>3</td>
</tr>
<tr>
<td>VT 260</td>
<td>Emergency &amp; Critical Care</td>
<td>3</td>
</tr>
<tr>
<td>VT 265</td>
<td>Clinical Techniques Laboratory</td>
<td>6</td>
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</tbody>
</table>

**Spring Quarter (14 credits)**

<table>
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<tr>
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<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>VT 233</td>
<td>Veterinary Clinical Practice (Clinics)</td>
<td>14</td>
</tr>
</tbody>
</table>

**Total Credits Required** 93

*VT 100 is open to all interested students, not just to those enrolled in the Veterinary Technology Program.*
Admission into the Veterinary Technology Program at Pierce College is a competitive admission process. In other words, there are typically more applicants for the Program than we can admit. The complete application packet must be submitted on or before 3pm, April 17, 2017, for Fall Quarter admission. The selection process begins on April 18th.

All students must activate their Pierce College student email accounts as this is the official means of communication between Pierce College and program applicants. To set up your student email account, please go to this link: http://www.pierce.ctc.edu/studentlife/email/first. If you have any other problems with setting up your student email account, please call the HELP Desk at 253.964.6373.

Requirements for Admission Consideration into Veterinary Technology Program

***NOTE***
The following items must be included/completed as part of your Application Packet - Missing Items will invalidate your application. Submit all required application documents together to the Pierce College Admissions Office ON/OR BEFORE 3pm–MONDAY, APRIL 17, 2017. Please keep pages 1-9 for your information. It is the responsibility of the applicant to submit the completed application packet. NO POSTMARKS ACCEPTED!

- Pierce College Admissions. If you are not currently taking classes at Pierce College, you are required to submit an admissions form online. A $25 admission fee may apply. This must be done prior to submitting the Veterinary Technology Program application packet

- Activate student email account

- Copy of receipt for the Veterinary Technology Program Application Fee of $30. This fee must be paid in advance to the Cashier’s Office. Include copy of receipt in Application Packet

- Veterinary Technology application and Checklist Form

- Course Completion Form

- Official TEAS V Scores (Official Sealed Copy)

- Task Observation Form

- Recommendation/Reference Form

- Discussion Topics

Tier II- Completed, or currently taking, at least two of the required prerequisite courses: Intermediate Algebra, Preparatory Chemistry, Survey of Biology, English composition, and Medical Terminology.

Sealed Official Transcripts from ALL COLLEGES attended through Winter Quarter 2017. (If you have taken your perquisites at Pierce College, fill out a Transcript Request Form and submit it with your application packet). You can get this form at: www.pierce.ctc.edu/dist/forms/transcript_request.pdf

ALL APPLICANTS MUST SUBMIT OFFICIAL TRANSCRIPTS. FAILURE TO DO SO WILL RESULT IN YOUR APPLICATION PACKET BEING INVALID

APPROVED Course Exception Form(s): If you do not take the exact Pierce College courses listed (MATH 96 or MATH 98), CHEM& 100, BIO& 100, ENGL& 101, BTECM 150), you will need to submit a COURSE EXCEPTION FORM to determine which courses will be accepted by the Veterinary Technology’s Program Director. (You can get this form at http://www.pierce.ctc.edu/dept/vettech/exceptions).

Submit the approved Exception Form in your application packet, if applicable. All applicants (Tier I & Tier II) must submit approved Course Exception Forms for all prerequisite courses (completed or to be completed) by the application deadline of April 17, 2017. Failure to submit approved Course Exception Forms by the application deadline will result in the application being invalid.

If you have taken the ACCUPLACER test and tested into a college level math course (math course above 100 level) you can submit an official copy of your ACCUPLACER test scores in lieu of taking the Math 98 prerequisite course. ACCUPLACER test must be taken before the April 17th deadline and a copy of the test results sheet must be submitted with your program application.

Depending on your ACCUPLACER test scores, you may be required to take additional courses prior to enrolling in MATH 96, MATH 98, or ENGL& 101. (COMPASS test scores will be honored for 1 year after exam was taken).
All prerequisite courses must be completed within 5 years (and preferably within 3 years) of applying for admission to the program. For 2017 applicants, prerequisite courses must be no older than 2012. If a prerequisite course has been taken more than once, the most recent grade will be used when processing your application packet.

It is the responsibility of every applicant to submit a sealed official transcript documenting completion of the prerequisite courses with the application packet. Prerequisite courses taken at Pierce College do not require an official transcript from Pierce College but do require an “Official Transcript Request” form which must be included in the application packet. [http://www.pierce.ctc.edu/dist/forms/transcript.pdf](http://www.pierce.ctc.edu/dist/forms/transcript.pdf)

**TIER I & TIER II APPLICANTS**

Applicants who have completed ALL prerequisite coursework and submit a completed application packet by April 15, 2016 will be classified as Tier I applicants.

Applicants who will be completing prerequisite coursework by August 31, 2016 will be classified as Tier II applicants. **NOTE:** Tier II applicants must still submit all other application materials (including approved Course Exception Form(s), if applicable) and must have completed or be currently taking, at least two of the prerequisite courses by the April 17, 2017 deadline. Tier II applicants must show proof that they have met this minimum admission requirement by submitting official transcripts for prerequisites completed, registration receipt confirming enrollment in prerequisite courses, or a combination of the two with their application packet. Pierce College students do not need to submit an official transcript from Pierce College, but an “Official Transcript Request” form must be included in the application packet. [http://www.pierce.ctc.edu/dist/forms/transcript.pdf](http://www.pierce.ctc.edu/dist/forms/transcript.pdf). For information about additional documents that must be submitted by Tier II applicants, see page 8 under “Official Transcripts”.

The Veterinary Technology Program selection process is a competitive admission process with two rounds of applicant selection. In the first round, Tier I applicants with higher application scores will be admitted into the program. In the second round, Tier I applicants who were not admitted in the first round and all Tier II applicants will be considered for admission.

**FORMS & FEES**

- The Pierce College Admissions must be submitted online at [https://www.public.ctc.edu/ApplicantWebClient/Applicant/AppWelcome.aspx](https://www.public.ctc.edu/ApplicantWebClient/Applicant/AppWelcome.aspx)

- The Pierce College admissions fee can be paid online at: [www.pierce.ctc.edu/go/epayment](http://www.pierce.ctc.edu/go/epayment) - or on campus at the Cashiers Office, or you can send your fee to:
  
  Attn: Cashiers Office
  Pierce College Fort Steilacoom
  9401 Farwest Drive SW
  Lakewood, WA 98498

- Veterinary Technology Application Fee Form can be found in the Application Packet. The $30 Veterinary Technology application fee can be paid at the Cashier's Office or mailed to the address provided above. A copy of receipt must be included in Application Packet.

**NOTE** Copy of Receipt(s) must accompany Application Packet
• Course Completion Form must be submitted with your application packet.

• If you do not take the exact Pierce College courses (MATH 98 or 96, CHEM& 100, BIO& 100, ENGL& 101, BTECM 150), you will need to submit a COURSE EXCEPTION FORM to determine which courses will be accepted by the Veterinary Technology Program Director. (You can get this form at: http://www.pierce.ctc.edu/dept/vettech/exceptions/). Submit approved Course Exception Form with your application packet if applicable.

CHECKLIST FORM

The Checklist Form can be found in the Application Packet. This form must be completed, signed and turned in with completed Application Packet.

TASK OBSERVATION FORM

The Task Observation Form can be found in the Application Packet. You are required to accumulate a minimum of 20 hours of observation experience at a local veterinary hospital/clinic of your choice. Observation experience acquired through a shelter or rescue organization will not be accepted. The Task Observation Form lists the tasks that you are required to observe and/or discuss. You do not have to see all of them, but you must observe at least 18 of these tasks of the tasks and have at least twenty hours of observation. If this cannot be completed in the hospital at which you started, then switch to a different hospital to complete the tasks. Remember, these tasks are to be observed and/or discussed. You are not in any way required to participate in performing these tasks. Some hospitals may allow you to participate, but others will not due to insurance liability concerns. It can be a small animal or large animal hospital/clinic. It should be a hospital/clinic that employs veterinary technicians because part of your requirement is to discuss the VT profession with technicians currently employed in the field. If they do not employ technicians, you can probably get most of your information from one of the doctors. If you do not know where to go, we suggest that you start with your own veterinarian (if you have animals) since he/she already knows you and is probably more willing to help you with your assigned task. If you do not usually use the services of a veterinarian, then start with the practices that are relatively close to where you live and just stop in and ask. We have provided a letter of introduction for you to fill out. Address it to the doctor or veterinary technician explaining why you have come to him/her asking for this experience. Fill in your name. Be sure to read the letter so you understand it then present it to the hospital/clinic where you want to get your experience. If you are already employed in a private practice, have a doctor or technician initial the tasks you have seen and be sure to have them sign the form.

RECOMMENDATION/REFERENCE FORM

The Recommendation/Reference Form can be found in the Application Packet and needs to be completed by a person who will attest to your personal traits and/or work ethic. This could be a doctor or technician from the hospital/clinic where you gained your observation experience. Additional recommendations can be submitted from other sources by making copies of the form and having the rater submit them. NOTE: You must fill out the top half of the form BEFORE giving it to the rater. The sealed Recommendation/Reference Form is then to be submitted with your completed application packet.
OFFICIAL TRANSCRIPTS

Sealed Official Transcripts from all colleges attended through Winter Quarter 2017 MUST be included in Veterinary Technology application packet. (Pierce College students: must submit a Transcript Request Form with your application packet) You can get this form at: www.pierce.ctc.edu/dist/forms/transcript_request.pdf

Tier II applicants must submit an official transcript or a registration receipt, or a combination of these two items, to confirm that they have completed, or are currently taking, at least two of the prerequisite courses by the April 17, 2017 deadline.

To remain a valid applicant, Tier II applicants must submit official transcripts for Spring and Summer Quarters showing completion of all prerequisite courses by the 3pm, August 31, 2017 deadline. If you attended Pierce College, ANOTHER transcript request form must be submitted to show completion of prerequisite classes for Spring and Summer Quarters by the 3pm, August 31, 2017 deadline.

TEST OF ESSENTIAL ACADEMIC SKILLS

The Test of Essential Academic Skills (TEAS V) evaluates an applicant’s knowledge in the subject areas of reading, mathematics, science, and English and language usage. The TEAS V can be taken at the Pierce College Fort Steilacoom Testing Center or any other official testing site prior to April 17, 2017. If you want to take the test at the Pierce College Testing Center please call (253) 964-6521 or email testing@pierce.ctc.edu to schedule an appointment. There is an administration fee of $55 for the TEAS V. Applicants must submit official TEAS V test scores in Pierce College approved sealed envelope with the completed Application Packet.

TEAS V study guides and practice tests are available online. The following websites contain TEAS V study guide and practice test information:

https://www.atitesting.com/Solutions/pre-program/TEAS.aspx
http://www.studyguidezone.com/teas.htm

DISCUSSION TOPICS FORM

The Discussion Topics Form can be found in the Application Packet. The Discussion Topics is a list of questions that you need to answer in short, essay-type answers. Submit your answers along with the completed application packet and any other application materials to the Admissions Office.

REAPPLICANT TO THE VETERINARY TECHNOLOGY PROGRAM

For students that have applied for the Veterinary Technology Program at Pierce College in previous years and would like to use the Task Observation Form, Recommendation/Reference Form or Discussion Topics, please contact the Program Director for approval.

Dr. Salvador Hurtado, Director
Veterinary Technology Program
Vet-tech@pierce.ctc.edu
TIMELINE/DEADLINES

Monday, April 17, 2017 – 3pm – Deadline for Completed Application Packet

Current Pierce College Admissions

Copy of receipt for the Veterinary Technology Application Fee of $30.00. This fee must be paid in advance to the Cashiers Office, include copy of receipt in Application Packet

Checklist Form

Course Completion Form

OFFICIAL TEAS V Test Scores

Task Observation Form

Recommendation/Reference Form

Discussion Topics

Sealed Official Transcripts from ALL COLLEGES attended through Winter Quarter 2017 MUST be included in Veterinary Technology application packet. (If you have taken your prerequisites at Pierce College: a Transcript Request Form must be submitted with your application packet).

If you do not take the exact courses (MATH 96 or 98, CHEM & 100, BIO& 100, ENGL& 101, BTECM 150) you will need to submit a COURSE EXCEPTION FORM to determine which courses will be accepted by the Veterinary Technology Program Director. (You can get this form at http://www.pierce.ctc.edu/dept/vettech/exceptions/). Submit the approved Exception Form in your application packet, if applicable. All applicants (Tier I & Tier II) must submit a Course Exception Form before the application deadline of April 17, 2017. Failure to submit approved Course Exception Forms by the April 17, 2017 deadline will result in your application being invalid.

Tier II applications MUST submit official transcripts for prerequisites completed, registration receipt confirming enrollment in prerequisite course, or a combination of the two with their application packet. (Pierce College students: a Transcript Request Form must be submitted with your application packet). http://www.pierce.ctc.edu/dist/forms/transcript.pdf
April 18, 2017 THROUGH May 31, 2017 - Files will be reviewed to determine each applicant’s status

Early June*** – Round one of applicant selection. All applicants will be notified of their status through their Pierce College student email. Please make sure that you have set up your Pierce College student email account as this will be the official means of communication.

August 31, 2017 – 3 PM – Tier II Applicants: Deadline for receipt of sealed official transcripts showing completion of all remaining prerequisite courses. Pierce College students need to submit another transcript request form, http://www.pierce.ctc.edu/dist/forms/transcript.pdf

Early September - Round two of applicant selection. Applicants will be notified of their admission or non-admission into the program through their Pierce College student email. Please make sure that you have set up your Pierce College student email account as this will be the official means of communication.

***ADVANCED TUITION DEPOSIT DUE – If you are selected into the Veterinary Technology Program in round one of the selection process, you will be required to submit a non-refundable advanced tuition deposit of $100.00. Upon registering for Fall Quarter classes this deposit will be applied toward your tuition. (Date Due – To Be Determined)
Pierce College Veterinary Technology Program Application Packet
Checklist Form

Due: April 17, 2017
All Deadlines, Prerequisites, Document Submissions, etc. are the Sole Responsibility of the Applicant

<table>
<thead>
<tr>
<th>LAST NAME</th>
<th>FIRST</th>
<th>MIDDLE</th>
<th>PREVIOUS NAME</th>
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CHECKLIST: The following items must be included/completed as part of your Application Packet - Missing Items will invalidate your application

- Pierce College Admissions online. If you are not currently taking classes at Pierce College, you are required to submit an admissions form online. A $25 admission fee may apply. This must be done prior to submitting the Veterinary Technology Program application packet.

- Copy of receipt for the Veterinary Technology Application Fee of $30.00. This fee must be paid in advance to the Cashiers Office, include a copy of this receipt as part of your Application Packet.

- Veterinary Technology Checklist Form
- Approval to use previous year’s application forms MUST be granted by the Veterinary Technology’s Program Director. See page 8 of the application packet
- Activate Student Email
- OFFICIAL TEAS V Test Scores
- Task Observation Form
- Recommendation/Reference Form
- Course Completion Form
- Discussion Topics Essay Answers
- Approved Course Exception Form, if applicable (see page 5 of the application packet)
- Sealed official transcripts from ALL COLLEGES attended through Winter Quarter 2017 to be included in Veterinary Technology application packet. (Pierce College students must submit a Transcript Request Form with your application packet (you can get this form at: www.pierce.ctc.edu/dist/forms/transcript_request.pdf)
☐ I am applying as a Tier I Applicant – I have completed all prerequisites courses and I am submitting copies of the Pierce College Admission Fee Receipt, Vet Tech Application Fee Receipt, Checklist Form, Course Completion Form, official TEAS V Test Scores, Task Observation Form, Recommendation/Reference Form, and the Discussion Topics essay answers, Course Exception Form (if applicable), and official transcripts in this application packet.

☐ I am applying as a Tier II Applicant - I have completed/am currently taking at least two of the prerequisite courses and I am submitting copies of the Pierce College Admission Fee Receipt, Vet Tech Application Fee Receipt, Checklist Form, Course Completion Form, official TEAS V Test Scores, Task Observation Form, Recommendation/Reference Form, the Discussion Topics essay answers, approved Course Exception Form (if applicable), official transcripts and/or paid registration receipt if currently taking course(s) in this application packet.

☐ REAPPLICANT to Veterinary Technology Program.

By signing below, I verify that the information contained in my application materials has been provided honestly and to the best of my ability. I understand that the materials I have provided are considered to be my full and complete application upon which admission to the Pierce College Veterinary Technology program will be determined. NOTE: Program Application submission does not guarantee acceptance into our Program, nor do we have a wait-list for acceptance. Applicants must complete a full application each year they apply.

_______________________________________________________________ ________________________________
SIGNED                                                                 DATE

**NOTE** Completed Application Packets Must be received no later than 3pm, Monday, April 17, 2017.

NO POSTMARKS ACCEPTED
Pierce College Fort Steilacoom
Attn: Admissions
9401 Farwest Dr. S.W.
Lakewood, WA 98498
PIERCE COLLEGE VETERINARY TECHNOLOGY PROGRAM
Application Fee $30.00

Complete this form and send it with your $30.00 to:

Pierce College Fort Steilacoom
Attn: Cashiers Office
9401 Farwest Drive SW
Lakewood, WA 98498-1999

**Note**
Please be sure to enclose a copy of this form with the top portion filled out along with your receipt when you submit your Veterinary Technology Application Packet
Due: April 17, 2017

NAME: __________________________________________________________

STUDENT ID: _____/_____/____ - _____/_____ - _____/_____/____/

ADDRESS: _____________________________________________________
______________________________ street ________________________ apt #

__________________________ city ___________________ state _____________ zip

DAY PHONE: (______) _________ - _______________________

CELL PHONE (_____) _______ - __________________________

EMAIL ADDRESS: _________________________________________________

Signature: _______________________________________________________

Payment type (circle one): None Check Money Order Cash

VISA Exp. Date: __________ MASTERCARD Exp. Date: __________

Card # ________________________________________________________

Cardholder’s Signature: _________________________________________

CASHIER CODE – FC/FH

13
Dear Doctor/Veterinary Technician,

The purpose of this letter is to introduce _______________________________ who is applying for admission into the Veterinary Technology Program at Pierce College.

As an introduction into the veterinary medical profession, the applicant is required to spend a minimum of 20 hours observing how veterinary medicine is conducted in a private practice setting. The intent of this exposure is to allow the applicant to “job shadow” you, your associate(s) and/or your licensed veterinary technician(s). The applicant has been provided with a list of tasks to observe and will be asking you or your staff to check off those tasks after they have been observed. Be aware that neither the applicant nor the school carries any insurance coverage during this observation time. The applicant is not required to “perform” any of the tasks but only to observe them. Additionally, the applicant is asked to discuss some topics with you and/or your staff about veterinary medicine in general and about veterinary technology specifically.

Thank you for your cooperation in this academic endeavor. With the proper exposure to the profession, many of these applicants may go on to pursue veterinary medicine or veterinary technology as their intended profession. Your help is appreciated in identifying those individuals who appear eager to follow this career path.

Sincerely,

Pierce College Ft Steilacoom
Veterinary Technology Program
TASK OBSERVATION FORM
Due Date April 17, 2017

Students Name: ____________________________   DATES OF OBSERVATION: ________________

Doctor or technician: Please place your initials next to the tasks once they have been observed. At least 18 of these tasks must be observed. A total of twenty hours is required at a veterinary hospital/clinic.

NURSING

_____ Observe daily animal care (i.e., cage/run/stall cleaning, exercising, feeding)

_____ Observe daily treatments of hospitalized patients (i.e., rounds, patient orders)

_____ Observe administration of medication via oral and injectable routes

_____ Observe physical examination

_____ Observe client interaction (i.e., history taking, behavior or nutrition counseling)

_____ Observe emergency triage

_____ Observe/Discuss euthanasia

_____ Discuss the diagnostic points of a radiograph and/or observe ultrasonography
   (NOTE: DO NOT expose applicant to radiation under any circumstances!)

SURGERY

_____ Observe major surgery (i.e., open abdominal surgery, orthopedic surgery)

_____ Observe minor surgery (i.e., draining abscess, debriding traumatic wound)

_____ Observe dental prophylaxis

_____ Discuss operation of a gas anesthesia machine

_____ Discuss equipment sterilization and aseptic technique

LABORATORY

_____ Observe external/internal parasites or their ova on an animal or under the microscope

_____ Observe blood cells and/or urine sediment under a microscope

_____ Observe in-house blood testing (i.e., FeLV, FIV, heartworm, serum chemistry)

_____ Observe intravenous blood draw
FRONT OFFICE

______ Observe telephone procedures
______ Observe making appointments
______ Observe record keeping
______ Observe dispensing prescriptions and/or over-the-counter medications

By initialing the above tasks, I attest that a minimum of 20 hours was logged by this applicant while observing these tasks at this hospital/clinic.

__________________________________    ______________________
Veterinarian's/Licensed Technician's Name (Print)          Date

__________________________________
Veterinarian's/Licensed Technician's Signature

Hospital/Clinic name ___________________________              Phone (_____)____________
Address _________________________________________

__________________________________
RECOMMENDATION / REFERENCE FORM
Pierce College Veterinary Technology Program
Due date April 17, 2017

PLEASE PRINT:

I, ______________________________, Veterinary Technology Program applicant, give
my permission to ______________________________, to complete this reference
form and place it in a sealed envelope to be submitted with the completed application packet.

Per provisions of Part 99 of Title 45 of the Code of Federal Regulations on the confidentiality of the completed statement, the applicant has selected one of the following two options (a) or (b) by initialing in one of the appropriate spaces.

_____ (a) I understand the completed statement will be held in confidence from me by the Veterinary Technology Program.

_____ (b) I understand that I have the right to inspect and review the completed statement in the office of the Program Director.

Applicant's Signature_______________________________ Date______________

TO THE PERSON MAKING THE RECOMMENDATION:

Please rate how strongly you agree with the below statements as they relate to the applicant. Use 5 to indicate “strongly agree”, use 1 to indicate “strongly disagree”, use UNK if that characteristic is unknown to you or does not apply to this applicant.

<table>
<thead>
<tr>
<th>This person...</th>
<th>(strongly agree)</th>
<th>(strongly disagree)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. has high moral character</td>
<td>5 4 3</td>
<td>2 1 UNK</td>
</tr>
<tr>
<td>2. is a responsible person</td>
<td>5 4 3</td>
<td>2 1 UNK</td>
</tr>
<tr>
<td>3. enjoys dealing with animals</td>
<td>5 4 3</td>
<td>2 1 UNK</td>
</tr>
<tr>
<td>4. handles animals well</td>
<td>5 4 3</td>
<td>2 1 UNK</td>
</tr>
<tr>
<td>5. shows genuine concern for animals</td>
<td>5 4 3</td>
<td>2 1 UNK</td>
</tr>
<tr>
<td>6. is compassionate</td>
<td>5 4 3</td>
<td>2 1 UNK</td>
</tr>
</tbody>
</table>

(Continued)
<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>7. treats people with respect</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>8. has a strong work ethic</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>9. works well as a team member</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>10. works well independently</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>11. efficiently performs assignments</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>12. works to capacity</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>13. follows directions well</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>14. communicates well</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>15. is open to new ideas and methods</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>16. enjoys learning</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>17. accepts constructive criticism well</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>18. handles herself /himself well in difficult / stressful situations</td>
<td>5</td>
<td>4</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
</tbody>
</table>

What would you identify as the applicant's:

**Strengths**

______________________________________________________________________________

______________________________________________________________________________

**Weaknesses**

______________________________________________________________________________

______________________________________________________________________________

I have known the applicant for ________________ (months/years) in the capacity as a/an
(student, employee, co-worker, etc.) from (name of school, business, etc.).

_____ I **highly recommend** this applicant

_____ I **recommend** this applicant

_____ I **do not recommend** this applicant

______________  ________________  ________________
Signature         Phone number         Date

Use an additional sheet of paper to express any further comments about this applicant.

**Note to evaluator:**

Applicant will enclose this recommendation in the sealed envelope with his/her completed Application Packet. This Application Packet is due on/or before **April 17, 2017** to Pierce College Veterinary Technology Program.
The following form **MUST** be filled out completely and submitted with your application packet. Please indicate when your pre-requisite courses were, or will be, completed by listing the school where the courses were, or will be, taken at in the appropriate box below next to each course. (Please see examples)

**PLEASE SELECT ONE BOX NEXT TO EACH PRE-REQUISITE COURSE**

<table>
<thead>
<tr>
<th>COURSE NAME &amp; NUMBER</th>
<th>Already Completed</th>
<th>Spring Qtr Completion</th>
<th>Summer Qtr Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EXAMPLE &amp; 101</strong></td>
<td>Green River CC</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>EXAMPLE 102</strong></td>
<td></td>
<td></td>
<td>Pierce College</td>
</tr>
<tr>
<td><strong>MATH 96 or MATH 98</strong></td>
<td></td>
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<tr>
<td><strong>CHEM &amp; 100</strong></td>
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<tr>
<td><strong>BIOL &amp; 100</strong></td>
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<td></td>
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<tr>
<td><strong>ENGL &amp; 101</strong></td>
<td></td>
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</tr>
<tr>
<td><strong>BTECM 150</strong></td>
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<td></td>
</tr>
</tbody>
</table>
DISCUSSION TOPICS

Write short essay answers for all of the following questions after discussing these topics with the veterinarian(s) and/or technician(s) at your observation site. The answers will be evaluated for their content and for your writing ability (grammar, vocabulary, punctuation, etc.). Be sure to write your name on each of the pages you submit. We cannot be responsible for unidentified documents.

1. What amount of pay can I expect as a licensed veterinary technician?
2. What are considered to be normal working hours for a veterinary technician?
3. What employment benefits usually accompany a job in private practice?
4. List other potential employment situations for technicians, in addition to private practice.
5. List some positive aspects of being a licensed veterinary technician.
6. List some negative aspects of being a licensed veterinary technician.
7. Describe your past animal-related experiences and discuss what you have done to prepare yourself for a career as a veterinary technician.