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(636) 7973000/942 ‡) \$; - ‡ 7'' -5772

Dear Veterinary Technology Applicant:

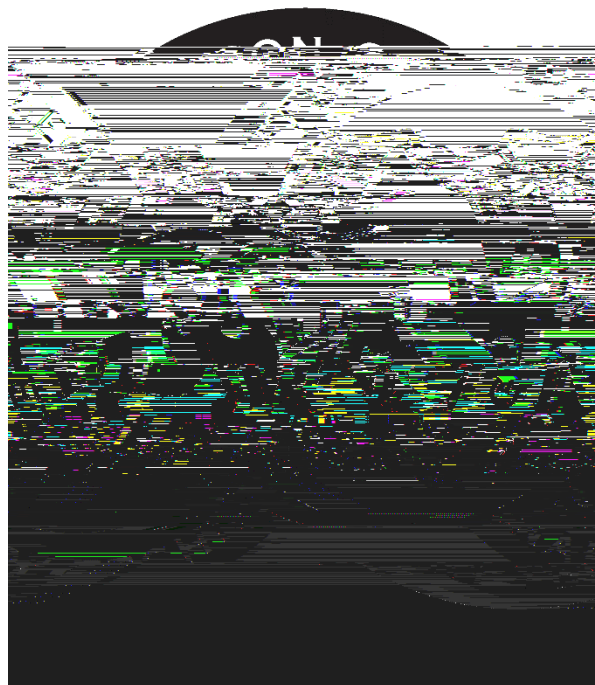
Enclosed you will find a Veterinary Technology Supplemental Application and detailed procedures for applying to the Veterinary Technology program for 2024. Completed applications may be submitted beginning October 1, 2023:

Jefferson College
Veterinary Technology
1000 Viking Drive
Hillsboro, MO 63050

Applications may be submitted until March 31, 2024. Applications will not be accepted after the due date. All requirements on the procedure/admission checklist must also be completed by March 31, 2024, for you to be eligible for a file review. File reviews will begin in April 2024.

NOTE: It is your responsibility to check on the status of your file as you work towards file review. You will receive an email notification of the status of your file. All applications must be completed by March 31, 2024. We look forward to hearing from you.





Application for Acceptance

Applications are Due:

March 31, 2024

Jefferson College J H Veterinary Technology Prog U D P ‡ Viking Drive ‡ + L O O V E R U ‡ 4410 2
(636)4813424/4813488 or (636)797-3000, e[W R UTDD (636)7895772

www.jeffco.edu

- 5. Completion and verification of 16 hours of veterinary clinical shadowing/observation hours OR employment in a veterinary practice that employs at least one Registered Veterinary Technician.**

‡

College



EDUCATIONAL BACKGROUND

Appropriate transcripts must be on file to receive a file review.

General Information

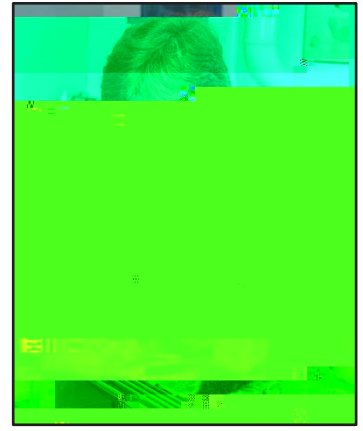
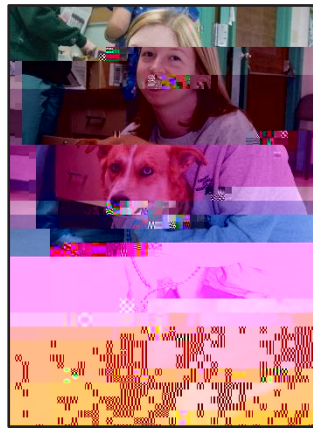
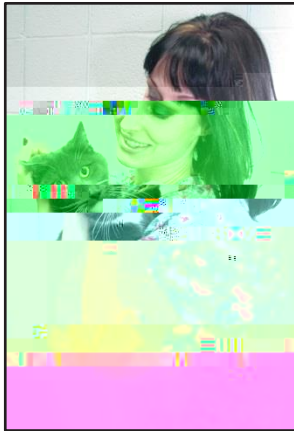
WORK/VOLUNTEER EXPERIENCE

List employment/volunteerwork beginning with the most recent position held.
Please include involvement in the A+ Program.

Name of Employer	Address	Position Held	Dates of Employment
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contains policy statements and crime statistics for Jefferson College. S R O L F \ V W D W H P H Q W V D G G U H
policies, procedures, and programs concerning safety and security, for example, policies for responding to emergency
situations and sexual offenses.

Additionally, this report contains information regarding campus security and personal safety, including topics such as:
crime prevention, fire safety, Jefferson College Campus Police Department enforcement authority, crime reporting policies,
disciplinary procedures, and other matters of importance related to security and safety on campus. Also included are crime
statistics for three previous calendar years which were reported to have occurred on campus, including buildings
or property owned or controlled by the school, and on public property within o



Application Process Checklist

Keep this checklist available when calling to check the status of your file.

_____ General Admission Application to Jefferson College² completed online

_____ Veterinary Technology Supplemental Application² completed and returned to Jefferson College Veterinary Technology.

_____ Veterinary Technology \$30 application fee² paid at cashier located in the Student Center; receipt included in the application packet.

_____ High school transcripts on file (if applicable)

_____ Previous college transcripts on file (if applicable)

_____ Completion of prerequisite(s) with a grade of C or better within the last five years.

_____ Two form letters of recommendation from the listed professional references.

_____ Completion and verification of 16 hours of veterinary clinical shadowing/observation hours

**REMEMBER, IT IS YOUR RESPONSIBILITY
TO CHECK YOUR FILE TO SEE THAT ALL
REQUIREMENTS HAVE BEEN MET PLEASE
CALL THE COLLEGE AT**

(636)481-3424/481-3488 or (636)797-

Jefferson College Reference for Veterinary Technology Admissions

This reference form pertains to _____ who is applying for the Jefferson College Veterinary Technology Program. The information included in this form is collected with the understanding it is not shown nor quoted to the candidate. This reference will become the property of Jefferson College upon its receipt by the Veterinary Technology Program and complete opinion will be most helpful to us. Please return the completed form by March 24, 2020.

Jefferson College Veterinary Technology
1000 Viking Drive
Hillsboro, MO 63050

8. How long have you known this individual?
9. How do you know this person (i.e. employee, colleague, student, advisee)?
10. Has this individual displayed traits that would disqualify him or her from admission to the program?



**Jefferson College Veterinary Technology Program
Applicant Observation Form**

To the applicant: Generally, those considering a career in veterinary medicine can make a more informed choice based on personal experience or observation. Therefore, prospective students are required to perform a minimum of 16 hours of clinical observation. Types of clinical settings include veterinary clinics and hospitals.

Applicants must contact the site in advance and schedule a time for observation while a Registered Veterinary Technician is working.

Things to remember:

- ‡ Take this form with you to your observation hours.
- ‡ Return the completed form with your application packet.

While at any clinical site, applicants must maintain the highest level of professional conduct. Specifically, please do not wear jeans, t-shirts, sweatshirts, or open-toed sandals. Your overall look must be neat and clean to inspire confidence in the veterinary-client-patient interaction. As a professional courtesy, you are expected to arrive early and to contact the site immediately should a need to reschedule occur.

I authorize the Veterinary Technology Program to contact the Registered Veterinary Technician, named on the reverse side, if questions arise regarding this observation experience.

:

Date: _____

**Jefferson College Veterinary Technology Program
Applicant Observation Form**

To the technician: As an admission requirement to the Veterinary Technology Program offered at Jefferson College, applicants are required to observe a Registered Veterinary Technician (RVT) for a minimum of 16 hours. Please complete and sign the form below and return it to the applicant.

Facility/Clinical Site: _____ **Total Hours Observed:** _____

Facility/Clinical Site Address/City/Zip Code: _____

*Jefferson College Veterinary Technology Program
Applicant Observation Form*

Applicant: Please write a short narrative (250-300 words) of your experience during your job shadowing. Specifically, focus on the role of the veterinary technician in the veterinary profession

Your name: _____

Date of Observation: _____

Facility Observed: _____

Veterinary Technology Admission Rubric and Instructions

The Veterinary Technology Program is equipped to accept 36 students for the 2024 cohort. Applications are reviewed after the application deadline has passed. Each application is scored based on the points system indicated below. The 36 applicants with the highest scores are admitted into the Veterinary Technology Program. The Program also maintains a list of applicants who can be offered a position into the Program should one of the originally accepted students decline the position offered. There is not a waiting list for entrance into the program. Students not accepted into the program or alternates who do not fill a vacated position need to reapply at the next application period.

Criteria	Specifics	Calculation	Total Number of Points
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Letter of Recommendation Scoring Rubric

Characteristic	Excellent (1 point)	Above Average (0.5 points)	Average (0 points)	Below Average (-1 point)	Unknown (0 points)
21. Punctuality					
22. Appearance/Personal Hygiene					
23. Shows Initiative					
24. Quality of Work					
25. Problem Solving/Resourcefulness					
26. Stress Management					
27. Maturity/Emotional Control					
28. Interpersonal Skills					
29. Communication Skills					
30. Integrity/Honesty					

Total from Above Characteristic Chart: _____/10

Recommender checks box noting reservations with applicant OR- checks box noting not to recommend the applicant for admission.	Deduct 3 points
Recommender is a family member or friend.	Deduct 3 points
Letter received late.	Deduct 2 points

Total Letter of Recommendation Points: _____/10