



**RIVEROAK**  
TECHNICAL COLLEGE

# Pharmacy Technician Program

2020-2021 Application Process

## Important Dates:

- ❖ Take the TABE test by **July 16, 2020**
- ❖ Application Deadline **July 23, 2020**
- ❖ Interviews will be held late July – 2020
- ❖ Orientation will be held August - 2020

**Tentative start date:**

**August 24, 2020**

## STEP 1 ADMISSION REQUIREMENTS

- Applicants are encouraged to take the TABE-Level D Test, by June 30, 2020. ***(Must take TABE Test to be awarded bonus points for the selection process.)***
- Exit required TABE grade level: Reading- 10.0, Language- 10.0, and Math- 11.0. **(Unless exempt by F.S. 1004.91) Call Student Services for testing appointment (386)647-4210.**
- Must be at least 18 years of age\*
- Standard high school diploma or high school diploma through the GED program\*. Diplomas will not be accepted from non-accredited sources.  
\*See Student Services for exceptions

## STEP 2 APPLICATION PROCESS AND CHECKLIST

Applications will be accepted in the RIVEROAK Technical College's Student Services office.

**The deadline for applications is 4:00 p.m. on July 23, 2020.**

**Applications must include the following items:**

\_\_\_ Apply for Pell Grant ([www.fafsa.ed.gov](http://www.fafsa.ed.gov)) Federal School Code : 016824

\_\_\_ Completed RIVEROAK Technical College application form.

\_\_\_ Submitted \$50 non-refundable application fee.

\_\_\_ TABE testing completed (at RTC) and required scores met.

\_\_\_ High school transcripts or copy of diploma.

\_\_\_ Two (2) proofs of Florida residency and Florida residency form (see the RTC application).

\_\_\_ Copy of birth certificate.

## STEP 3 THE SELECTION PROCESS

The RTC Committee will use the following criteria to determine eligibility of applicants for acceptance into the Pharmacy Technician Program. Documentation must be received by application deadline. Points are awarded in the following areas:

❖ **1. TABE Results**

- 11.0 or above (Reading, Math, Language)

**Maximum points: 3**

1 point each

❖ **2. INTERVIEW**

- To be scheduled in July
- Points awarded derived from panelist average

**Maximum points: 10**

❖ **3. ESSAY**

- 200 word essay
- Handwritten and legible
- Spelling
- Grammar
- Content

**Maximum points: 5**

(Essay will be assigned at the time of the interview in July)

❖ **4. College Degree**

- AS, AA, BS, or BA degree

**Maximum points: 1**

❖ **5. Employment**

- Currently employed or held a job for 1 year or more

**Maximum points: 1**

**Total Maximum points: 20**

Applicant will be ranked according to points earned and you will be notified in writing in August, regarding acceptance. Do not assume you are accepted until you receive an acceptance letter. In case of a tie, the earliest application date will have priority.

- **All decisions by the selection committee are final. Points assigned are non-negotiable. NOTE: Most applicants not selected are due to low point values on the TABE, essay, or interview.**

## STEP 4 POST-SELECTION PROCESS

### 1) **August** – Orientation

- Mandatory for all selected students and the first 5 alternates
- Deposit of \$650.00 due at orientation (unless Pell Eligible)

### 2) The following must be submitted to the Program Director by the first month of class:

- Immunization Records
  - Include Varicella and/or “titer”
  - Hepatitis B series (started or completed)
  - MMR and Tdap
  - PPD (TB skin test)
- Physical Examination
  - Must have been completed within one year of entry
- Criminal Background Check
  - Will be done during orientation

### 3) **September**- Health Insurance

- Proof of personal or school health insurance
- Must be submitted prior to the 1<sup>st</sup> day of the externship