

Recommended Instructions on How to Apply to the Respiratory Care Program

1. Apply and become accepted to BCTC
2. Set up your BCTC [User Profile](#)
3. Log into [Peoplesoft](#)
 - Declare your major as: Associates in Science or Associates in Arts
 - You will be assigned to an academic advisor
 - If you are currently taking transitional (<100 level) Math, English, and/or Reading courses, please complete these courses prior to seeking a Respiratory Care Program Advisor
 - Request your assigned advisor to transfer you to a Respiratory Care Program Advisor
4. Contact one of the following program faculty members for further information:
 - **Jim Matchuny** (Program Coordinator)
Cooper Campus
Oswald Building, Office 330-F
Phone: 859-246-6246
E-mail: jim.matchuny@kctcs.edu
 - **Zach Simpson** (Director of Clinical Education)
Cooper Campus
Oswald Building, Office 330-C
Phone: (859) 246-6243
E-mail: zachary.simpson@kctcs.edu
 - **Trisha Dang** (Faculty)
Cooper Campus
Oswald Building, Office 330-E
Phone: (859) 246-6239
E-mail: trisha.dang@kctcs.edu
5. Log into [Blackboard](#)
 - Schedule an “Academic Advising Appointment” using [STARFISH](#)

6. Complete the following courses in this “recommended” order:

- **Fall Semester**

- (1) Computer Literacy Course
- (1) ENG 101 (Writing I)
 - *Must complete with a “C” or better*
- (1) of the following math courses (*with a “C” or better*):
 - MAT 110 (Applied Mathematics)
 - MA 111 or MA 146 (Contemporary Mathematics)
 - MAT 150 (College Algebra)
- (1) BIO 137 Human Anatomy & Physiology I
 - *Must complete with a “C” or better*

- **Spring Semester**

- (1) BIO 139 Human Anatomy & Physiology II
 - *Must complete with a “C” or better*
- (1) Oral Communications Course
- (1) Social & Behavioral Sciences Course
- (1) Heritage or Humanities Course

7. Attend a [Pre-Admission Conference](#)

8. Apply to the program by submitting your [Selective Admissions Packet](#) by February 15th

9. Keep in mind:

- You will need a minimum 2.0 GPA in order to apply to the program
 - Only 20 Students are accepted each year
 - The higher your GPA is, the more likely you will be admitted into the program
 - A competitive GPA is ≥ 3.0

10. Once accepted, you will begin the Respiratory Care Program in the following Fall Semester