Fall 2016 Admission Policies and Procedures
Zoo / Aquarium Science (ZAS) Program
The deadline for consideration for Fall 2016 ZAS is Friday, May 13, 2016.

Admissions policies and procedures are subject to change as necessary without notice.
Davidson County Community College's Zoo / Aquarium Science Programs accept students for this full time day program through a selective admissions process.

Zoo / Aquarium Science Admission Requirements
The following requirements must be on file in Admissions by Friday, May 13, 2016:

1. **DCCC Application for Admission** for those not currently enrolled at DCCC.

2. **Zoo and Aquarium Science Intent Form** for Fall 2016 submitted. The form is included as the last page of this packet.

3. **High school transcript OR GED** (High school seniors are required to submit a current transcript by the deadline application and a final transcript upon graduation);

4. **OFFICIAL college transcripts from colleges attended.** All transcripts are not required, only those in which you plan to transfer credit must be submitted. College transcripts must arrive in original sealed envelopes. *Faxed, copied, and on-line transcripts are not acceptable.*

5. **Placement scores** meeting ZAS placement requirements *(or approved equivalent)* in the areas of computer skills, reading, writing, math and algebra.

6. **Grade Point Average (GPA) requirement** – DCCC students must have a 2.5 GPA within the past 5 years or high school students must have a 2.6 un-weighted GPA within the past 5 years.

7. **Eligibility Review** – After completing 1-6 complete an Eligibility Review with your Enrollment Technician (based on last name) **between November 2015 – May 13, 2016.**

   A-G   Reba Smith  336-249-8186  Ext. 6121  Reba_Smith@davidsonccc.edu
   H-O   Donna Newhouse  336-249-8186  Ext. 6418  Donna_Newhouse@davidsonccc.edu
   P-Z   Keri Statham  336-249-8186  Ext. 6710  Keri_Statham@davidsonccc.edu
   Davie  Sandra Porter  336-751-2885  Ext. 4853  Sandra_Porter@davidsonccc.edu

   **Reviews are not available from 11:00 AM -2:00 PM**

8. **Information Session** – attendance at one information session is **required** of applicants for continued program eligibility. Sessions are all scheduled for 6:00-8:00 PM on: Thursday, March 3; Tuesday, May 3; and Thursday, May 5. All Sessions will take place in the Mary E. Rittling Conference Center, Room 110. Students are welcome to attend this session, even if they have not met the requirements of the program, to learn more about the Zoo & Aquarium Science Program. **Please only attend one session.**

**NOTE:** Meeting all requirements by the deadline does not guarantee entry into the Zoo / Aquarium Science program.
**PLACEMENT ASSESSMENT AND EDUCATIONAL BACKGROUND INFORMATION:**

One placement for each subject must be met to achieve program eligibility. Other placement tests are subject to approval.

<table>
<thead>
<tr>
<th>COMPUTER SKILLS</th>
<th>Satisfactory completion of CTS 080 within the last 5 years.</th>
<th>Satisfactory completion (grade “C” or above) of an acceptable college-level (associate degree or higher) or high school computer course within the last 5 years.</th>
</tr>
</thead>
<tbody>
<tr>
<td>WRITING</td>
<td>ACCUPLACER DRE Composite Score of 151 or above within the last 5 years</td>
<td>Satisfactory completion of ENG 090 or ENG 095</td>
</tr>
<tr>
<td>READING</td>
<td>ACCUPLACER DRE Composite Score of 151 or above within the last 5 years</td>
<td>Satisfactory completion (&quot;C&quot; or above) of an acceptable college-level (associate degree or higher) course in English composition.</td>
</tr>
<tr>
<td>MATH</td>
<td>ACCUPLACER Arithmetic Skills score of 55 or above within the last 5 years</td>
<td>Satisfactory completion of MAT 060 or DMA 040</td>
</tr>
<tr>
<td>ALGEBRA</td>
<td>ACCUPLACER Algebra skills score of 55 or above within the last 5 years</td>
<td>Satisfactory completion (&quot;C&quot; or above) of an acceptable college-level (associate degree or higher) math course</td>
</tr>
</tbody>
</table>

**Applicant/Student Responsibility:**  
Applicants are expected to read this packet thoroughly as it guides you through the selective admissions steps. Additional questions about should be directed to the Enrollment Center. You are responsible for submitting and completing all admissions requirements steps outlined on page one of this packet and doing so in a reasonable time for review. After completing all of the required items you are responsible for making an appointment in the Enrollment Center to review your eligibility and will be notified of next steps at that time. Submitting this Intent Form will not change your current major. You must complete the Change of Major process if you intend to do so.

**Zoo / Aquarium Science Eligibility and Mandatory Information Session:**  
Applicants meeting ZAS requirements will be expected to attend an Information Session held in March, April, or May 2016 (See #8 on page 1 for dates). Attendance at the Information Session is mandatory in order to remain eligible for the program. This Information session is separate from DCCC’s New Student Orientation.

**Ranking and Notification of Acceptance:**  
- The Admissions office will begin the ranking process after the information sessions are held.
- Students will receive points based on the following criteria:
  
  a. Completion of Required Zoo / Aquarium Support Courses. Points will be awarded for each required support course or (its approved equivalent) completed by the end of the Spring semester 2016:  
     A=3 points; B=2 points; C=1 point; D/F= no points;  
     ENG 111 (Expository Writing) MAT 143 (Survey of Math – Zoo Track Only) BIO 111 (General Biology I) BIO 242 (Natural Resources Conservation) COM 231 (Public Speaking) PSY 150 (General Psychology) BIO 112 (General Bio II) CHM 131/131A (Introduction to Chemistry - Aquarium Track Only) PHI 240  
     *For high school seniors, a lab science above General Biology or animal science course with an A or B = 2 points.
  
  b. Bonus Points may be awarded for the following:  
     - State of Residency: 1 point awarded for North Carolina residents.
• Work or Volunteer Experience at an animal facility. From 0-20 points may be awarded based upon documentation of length and type of experience. This must be documented on the Employment/Volunteer Experience Form (included in packet) with a letter on facility letterhead for authentication. Applicants may receive points. (0-20 points)
• Prior college degree in a biological or animal science major completed by the end of Spring Semester 2016 at an accredited institution and documented with an official transcript. Associate degree: 1 point; Bachelor’s degree: 2 points

➢ Applicants with the highest overall scores will be admitted.
➢ Letters of acceptance or other status will be mailed to applicants July 1, 2016.
➢ On July 20, 2016 (6-8 pm in the Rittling Conference Center) admitted students must attend a mandatory Zoo / Aquarium Orientation session to finalize course enrollment. This session is separate from DCCC’s New Student Orientation, and different than the Zoo / Aquarium Information Session you are required to attend.

Alternate List for Zoo / Aquarium Science:
Applicants meeting the primary deadline and attending the Information Session, but not ranked in the top slots for selection will be placed on an alternate list and admitted in order if space becomes available. Applicants qualifying after the May 13 deadline may also be placed on the alternate list, but must contact admissions for eligibility review. Alternates will not be carried over to the following year and will need to reapply for the next cycle.

Late program applicants:
Late applicants may be considered if the program does not fill all seats. Late applicants must meet all admissions requirements on page one of this packet and contact admissions directly for file review and placement on the alternate list. Placement on the alternate list will be based upon date of review and date applicant meets eligibility.

Follow-Up Requirements for admitted students:
The following are requirements after acceptance into the Zoo / Aquarium Science program:
➢ Confirmation Form returned to Admissions Office by Friday, July 15, 2016.
➢ All Zoo Track students should submit completed Health Forms to Jill Simpson including health history and immunizations by the first day of class.
➢ Attendance at the July 20 Zoo/Aquarium Orientation is mandatory.

Scheduling of Classes, Labs and Work-Based Learning Experiences (WBL):
Enrollment in the Zoo / Aquarium Science Program will require attendance at class, and WBL at varying times of the day or evening and varying days of the week. Travel to and from regional (state-wide) and local animal facilities is expected. Students are responsible for their own transportation.

Legal Requirements for Labs and Internships (Background Check):
In the first semester students register for lab and internship experiences at animal facility partners. The paperwork required for these labs and internship experiences mirrors the employment application process each of these animal facilities has established. While conviction of a misdemeanor/felony does not exclude the applicant to the program, a criminal background check and/or drug test may be required by the animal clinical site and DCCC prior to participation in the clinical experience.
**Health Evaluation:**
Applicants should be aware that admission to the Zoo / Aquarium Science Program is dependent upon physical and emotional health, compatible with the ability to provide safe animal care. For Zoo track students, a physical examination performed no more than one year prior to the prospective program date of entry is required, and students will be responsible for the cost of health evaluations and inoculations, where applicable. Required vaccinations include measles, TB, tetanus, hepatitis A, hepatitis B, and rabies. Information about obtaining the hepatitis A & B and rabies inoculation will be included in your acceptance letter. An applicant with problems in physical or emotional health must provide evidence that appropriate treatment and/or counseling has taken place and that the problem has been alleviated. Persons with physical or emotional problems, which have not responded to treatment within a reasonable time, may be denied admission to the program.

**PERFORMANCE STANDARDS:**
If an accepted applicant believes that he or she cannot meet one or more of the standards listed below without accommodations or modifications, the applicant should consult with an instructor of the program.

**Performance Standards for Zoo / Aquarium Science students include but are not limited to:**
1. Display professionalism by projecting a positive attitude, working as a team member, and showing initiative and responsibility.
2. Integrate legal and ethical principles of animal welfare into job responsibilities including, but not limited to, animal nutrition, animal husbandry and preventative health procedures.
3. Recognize, analyze, and solve problems related to the daily care of assigned animal collection.
4. Demonstrate academic knowledge and technical skills for entry-level zookeeper positions.
5. Maintain regular animal health, environmental enrichment and behavioral records of assigned animal collection according to professional standards.
6. Demonstrate effective written and oral communication skills with consumers and co-workers.
7. Demonstrate effective written presentation and oral communication skills with the general public. Topics include but are not limited to animal welfare (nutrition, healthcare, etc.), basic animal ethics issues, species natural history, conservation and the history and purpose of each animal facility partner.
Zoo / Aquarium Science Program
Optional* Employment and/or Volunteer Experience Form
*Only required for applicants seeking bonus points for animal care experience. Submit by May 13, 2016.

This section must be filled out by the applicant and submitted to the agency for completion.

I authorize the facility listed below to provide information to Davidson County Community College for the purpose of determining eligibility for the Zoo / Aquarium Science Program for Fall 2016.

Applicant: __________________________ Date: ______ Signature: __________________________

Printed Name

Name of Animal Facility: ____________________________________________________________

Address: __________________________ City: ______________ State: _____ Zip: __________

Name of Contact person: __________________________ Title: __________________________

NOTE: This form must be filled out by the facility staff member and submitted by 5/13/16.

Please answer the following questions about the applicant:

1. The applicant has served as an employee / a volunteer at the animal care facility indicated above.
   (circle one)

2. The applicant has served at the facility from ______________ until ______________.
   (start date) (end date)

3. The applicant has participated in the following experiences (Mark and rate performance for all areas that apply):

<table>
<thead>
<tr>
<th>Participated in (check all that apply)</th>
<th>Describe their Work/Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Animal Enrichment</td>
<td></td>
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<tr>
<td>Animal Dietary preparation</td>
<td></td>
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<tr>
<td>Research/Animal Behavior</td>
<td></td>
</tr>
<tr>
<td>Provide Tours and Information</td>
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<tr>
<td>Clean Animal Areas</td>
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<tr>
<td>Assist Zoo Staff (Jr. Keeper)</td>
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<tr>
<td>Provide Educational Programs to the Public</td>
<td></td>
</tr>
<tr>
<td>Animal Healthcare/Rehabilitation</td>
<td></td>
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<tr>
<td>Habitat Maintenance</td>
<td></td>
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<tr>
<td>General Facility Cleaning and Landscaping</td>
<td></td>
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<tr>
<td>Additional Comments</td>
<td></td>
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</tbody>
</table>

Signature & Title of Staff Member: ______________________________________________________

Contact Phone #:_________________________ e-mail: __________________________ Date: __________
# Zoo / Aquarium Science Program - Fall 2016 Intent Form

Submit to the Enrollment Center by Friday, May 13, 2016

PRINTED Name: _____________________________________________ Birth Date: ____________________

Student ID (OR Last 4 of SS#) __________________________ County of Residence: ______________________

Address ______________________________________________ City_________________ State _____ Zip________

DCCC E-Mail Address: __________________________________________________________

Home Phone____________________ Work_________________ Cell__________________________

<table>
<thead>
<tr>
<th>My First Choice</th>
<th>My Second Choice</th>
</tr>
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<tbody>
<tr>
<td>☐ Zoo Track</td>
<td>☐ Aquarium Track</td>
</tr>
<tr>
<td>☐ Zoo Track</td>
<td>☐ Aquarium Track</td>
</tr>
</tbody>
</table>

I wish to Decline a Second Choice

☐ I do not wish to select a second choice track

☐ I have read the Zoo / Aquarium Science packet and I understand that any questions should be directed to the Enrollment Center to follow up or obtain further information.

☐ I am responsible for submitting and completing all of the steps outlined in the packet and doing so in a reasonable time for review.

☐ After completing all of the required items I am responsible for making an appointment in the Enrollment Center to review my eligibility. I will be notified of my next steps at that time.

☐ Submitting this Intent Form will not change my current major. I must complete the Change of Major process if I intend to do so.

__________________________________________  ___________________
Signature  Date

**Admissions Office Use Only:**

Eligibility: _____ YES; _____ NO  Reason ________________________________

Support Course Credits: ________________________________________________

Experience ____________; Degree________________

Advisor: ____________________  Review Date: __________________