

**FOOTHILL COLLEGE**  
**INFORMATION FOR RESPIRATORY THERAPY PROSPECTIVE APPLICANTS**

Application deadline: **April 30 by 11:59 PM**

Thank you for your interest in Foothill College Respiratory Therapy Program.

**PROGRAM MISSION**

The Foothill College Respiratory Therapy Program prepares students to function competently and effectively as Respiratory Therapists and provides a foundation for professionalism within healthcare communities with emphasis on patient centered care.

**PROGRAM GOALS**

1. Students will be clinically competent.
2. Students will communicate effectively as an active member of the health care team.
3. Students will apply critical thinking.
4. Students will demonstrate professionalism.

**Please read the following information carefully:**

1. All prerequisites must be completed to have a valid application. All transcripts must be sent electronically to Foothill College Admissions and Records, before the application deadline. Should your college not offer electronic transcripts, mailed official sealed transcripts will suffice (*see Transcripts section below for details*).

**PREREQUISITES** - must be completed by the end of fall quarter/semester with a grade of "C" or higher.

- **High School Diploma** or GED.
- **All college transcripts** are required. If you have already submitted transcripts to Admissions and Records, please be sure they are the most up to date.
- Minimum cumulative college **GPA of 2.0** or higher.
- **MATH 105** (Intermediate Algebra), or equivalent college-level course completed with a grade of "C" or higher. If you satisfy Math proficiency via HS AP score of 3 or higher, you must attach test results.
- **CHEM 25 or 30A**, or ANY college chemistry that includes a lab completed with a grade of "C" or higher. One year of H.S. Chemistry with a C or better may also be used.
- **ENGL 1A, 1H, 1S & 1T**, completed with a grade of "C" or higher.
- **AHS 52** or ANY Medical Terminology of 3 quarter units or 2 semester units or more with a grade of "C" or higher.
- **BIOL 40A, 40B & 40C**, or a semester of Anatomy and a semester of Physiology with a grade of "C" or higher.
- **Compliance with Technical Standards** (see Sample Application)

## 2. Equivalent Courses

Please review the **Respiratory Therapy Prerequisite Equivalency Chart** on [Respiratory Therapy prerequisite page](#) to view a list of some of the equivalent courses to our program prerequisites. The courses listed as equivalent **do not** need to be petitioned for equivalency. Please refer to this chart if you plan to take, or have taken, prerequisite courses outside of Foothill College. Courses not listed, must be petitioned through our Counseling Department.

## 3. Counseling and Transferability

It is recommended that prospective applicants meet with an academic counselor to review their college transcripts **only if** prerequisite courses are not listed on the **Respiratory Therapy Prerequisite Equivalency Chart**. Any courses needing to be petitioned for equivalency will be done at this time. To make a 30-minute counseling appointment you must have a valid Foothill College student CWID number. Bring transcripts and pertinent documentation (such as course outlines/descriptions/transcripts) to your appointment. It is strongly recommended that applicants complete the General Education courses required for the Associate's Degree. Questions regarding graduation requirements, and transferability of coursework should be directed to one of the academic counselors in the Counseling Center at Foothill College. [To make a counseling appointment, click here.](#)

- **Recency.** There is no course recency requirement for this program. Program prerequisites are not expected to have been completed within a certain timeframe as long as they are completed prior to the application deadline.
- **Equivalency.** All prerequisite coursework taken at colleges or universities other than Foothill College must be comparable in content to the required Foothill course in order to be applicable to this program.
- **Work in Progress.** No prerequisite coursework may be in progress at the time of applying. All prerequisites must be shown as complete with a grade on official transcripts.
- **General Education.** All General Education courses must be completed to earn the Associate of Science degree in Respiratory Therapy; otherwise the student will not be eligible to sit for the NBRC, national certification exams to become licensed. Due to the rigorous course load during the Respiratory Therapy program, we **strongly recommend** that all applicants complete their General Education courses prior to applying for the program.
- **Associate's / Bachelor's Degree.** If you have a Bachelor's Degree from a California State University or from a UC, or an Associate's Degree from a California Community College, your General Education requirements will be waived. Waiver does not include prerequisites.
- **Grades** of C- or lower are NOT acceptable in fulfillment of prerequisite courses.

## 4. Transcripts – should include all work shown as completed on the application. For the transcript submission process, see the downloadable *Application Information*. **DO NOT attach transcripts to the application.**

**Note:** ALL college transcripts are required, even if the courses don't seem relevant. An application that is not completely filled out and/or does not have all transcripts submitted by the application deadline will be considered incomplete.

**Previous Applicants** - All previous applicants must re-apply via MyPortal. Submit updated transcripts (if new courses were taken) electronically to the Foothill College Admissions and Records Department. Should your college not offer electronic transcripts, please mail official sealed transcripts.

## 5. International transcripts and degrees - Must be evaluated and translated into equivalent college hours by one of the following agencies only if you wish to see if you're eligible to receive prerequisite or degree

credit. We recommend any member of Educational Credential Evaluators. Please visit their site and request a course-by-course evaluation if you would like to have your international coursework evaluated.

Educational Credential Evaluators  
<https://ece.org/>

World Education Services, Inc.  
P.O. Box 26879  
San Francisco, CA  
94126-6879  
Phone: (800) 414-0147  
<http://www.wes.org>

**Note:** Fees and turn-around times vary with the above agencies. Be sure to allow sufficient time for your request to be processed well before the deadline.

### **SUBMITTING AN APPLICATION**

In order to apply to the Respiratory Therapy Program at Foothill College a Foothill College student ID is required. If you do not have a student ID please click here to apply for one: [Apply to Foothill College](#). The online application will be available via MyPortal beginning October 1<sup>st</sup>. The deadline to submit your application online is **April 30th** by 11:59pm.

### **ADMISSION POLICY**

Admission is based on criteria approved by Foothill College and consistent with State and Federal law, regulations, and program accreditation guidelines. Primary admission criteria include completion of prerequisite courses with a grade “C” or better, cumulative college GPA of 2.0 or higher for all colleges attended, and compliance with the technical standards stated in the application.

### **SELECTION PROCEDURE**

1. The Respiratory Therapy Admission Committee is composed of the Respiratory program coordinator, the program director, clinical coordinator, and program faculty.
2. Completed electronic applications are received and reviewed. Upon submission of the application, an email is automatically sent to the applicant with a confirmation of application submission.
3. All viable applicants will be put in a **lottery** and 24-30 students will be selected randomly. Alternates will also be selected by lottery if spaces become available before instruction begins. **Applicants will be notified through e-mail of their program status by July 31st.**

### **SPECIAL CIRCUMSTANCES**

1. **Discrimination Policy** - Foothill College will not discriminate against any person in the provision of any program or services based on race, color, national or ethnic origin, age, gender, religion, sexual orientation, marital status, or physical/mental disability. For more information please visit: <https://foothill.edu/drc/>

2. **Felony & Misdemeanor Convictions:** An applicant who has been arrested and/or convicted of a felony offense, drug or alcohol related offense or certain offenses involving unethical behavior prior to admission or during the course of the Respiratory Therapy Program may not be eligible for certification and licensure by the Respiratory Care Board (RCB) of California. An individual who has been involved in a criminal proceeding or who has been charged with or convicted of a crime may contact the RCB to inquire the impact of the situation on their eligibility for licensure.

## FINANCIAL INFORMATION

**Physical examinations, immunizations, background screening, and drug testing are** required to attend clinical internships. Positive results on background checks and drug testing could impact a student's ability to attend clinics, complete the program requirements, or gain a license to practice upon graduation. The student will pay the cost of required physical examinations, immunizations, background screenings, and drug tests. **Students are required to have health insurance while in the program.** Students accepted into the program will be provided with specific details. Policies and procedures for drug tests and background screening will be available for review on the Respiratory Therapy program Student Manual.

**Financial Support:** While in the Respiratory Therapy Program, you will require significant financial support. Respiratory Therapy students are routinely assigned clinical activities at hospitals or clinics removed from the campus. You will need to provide transportation for such assignments. The number of laboratory and clinical hours make it difficult for a student to work while enrolled in the program. In addition, working while enrolled in the program is going to put a strain on your ability to study for your respiratory courses. We suggest you keep your work commitments to a minimum in order to be successful in your course work. Though most of the classes and clinical work is scheduled during the day hours, there may be assignments in the evening, on nights, on Saturdays, or on Sundays. We strongly recommend you plan ahead financially for the 21 months in the program.

**Enrollment fees:** visit [Registration Fees](#) for current registration fees.

**Program expenses for the 21-months are approximated as follows:**

Upon entering the Program, the student should be prepared to meet certain financial expenditures:

1. No on-campus housing is available. The student should be prepared to rent or buy living quarters within approximately 15 miles of the college. Students living away from home may be able to receive some financial assistance by applying to the Financial Aid Office. In attempting to locate living quarters, the student might contact the office of Student Activities.
2. Because of the varying locations of Program affiliates, reliable transportation is absolutely imperative. To cut down on expenses, car-pooling can be arranged.
3. For the 21-month Program, the following is an example of the **estimated** costs:

Basic Fees*	\$56.00/qrt
Enrollment Fees per unit in State*	\$31.00/unit
Enrollment Fees per unit Out of State*	\$163.00
Textbooks	\$600.00-\$800.00
Scrub Uniforms, Shoes	\$ 200.00
Parking Fees - Annual Pass	\$90.00/year
Certifications (BLS, ECG, ACLS, NRP)	\$ 350.00
Name Badge	\$ 3.00
RTBoard review	\$ 80.00
TRAJESYS - Clinical Tracking System	\$150.00
<u>Background Check</u>	<u>\$130.00 (\$65 / check</u>
<u>Drug Test</u>	<u>\$70.00 (\$35 per test)</u>
<u>Physical and miscellaneous tests:</u> (Campus Health Center cost is approximately \$200 if no additional vaccinations required: Physical, Titters, 2-step TB, Vision and Hearing tests only. 2nd physical may be required)	<u>Per Medical Plan</u>
Program Finals	\$110.00

\*For current registration fees, please visit: [Registration Fees](#)

All fees are subject to change and are approximation at time of publication.

**Financial Aid Assistance and services are available at Foothill College. Please call 650-949-7245 or visit the website at: [Financial Aid Website](#)**

Once again, thank you for your interest in the Respiratory Therapy Program. Please review the technical standards on the following page to ensure a detailed understanding of our program requirements.

For more information or additional questions that are not addressed by this document, please contact counseling or visit our website: [Biological & Health Sciences Website](#)

**TECHNICAL STANDARDS FOR THE FOOTHILL  
COLLEGE RESPIRATORY THERAPY  
PROGRAM**

In the interest of your own personal safety, the safety of your patients, and the potential liability to the college, there are significant requirements that must be met before your admission to the program is finalized. The attendance requirements and stamina demands on the respiratory therapy student require students to be in good physical and mental health. Please read this form carefully and initial each technical issue standard if you can comply with the standard. When complete, please sign, date, and return original to the Respiratory Therapy program with your application.

Issue	Description	Standard	Examples of necessary action	✓
<b>Hearing</b>	Use of auditory sense	Auditory ability sufficient to monitor & assess patient health needs.	Ability to hear and verbally respond quickly to directions or questions from instructors, students, patients, and medical personnel in person or over the phone. Ability to hear monitors and assess health status, including auscultation of heart and lungs, and hear equipment alarms and warning sounds from patients and/or equipment of impending danger.	
<b>Visual</b>	Use of sight	Visual ability sufficient for observation & assessment necessary to provide patient care.	The student must have near vision acuity in order to read charts, observe patients, read machine controls and patient monitors. The ability to read LED's is needed as is the ability to see in dim light. Possess visual ability to allow for observation and assessment as necessary to provide patient care both from a distance and close by in order to recognize physical status and non-verbal responses including behaviors.	
<b>Tactile</b>	Use of touch	Tactile ability sufficient for physical assessment and restraint, operation of instruments & equipment.	Perform fine motor movements in order to demonstrate the essential skills of the profession. This includes the dexterity to manipulate syringes, catheters, and common surgical instruments and small equipment. Perform palpation during physical examination. Possess tactile ability necessary for physical assessment and to perform respiratory care duties in a timely manner.	
<b>Mobility and strength</b>	Physical ability, strength & stamina	Physical abilities & stamina sufficient to perform required functions of respiratory care.	Lift objects weighing up to 45 pounds, carry or move objects weighing up to 25 pounds. Stand for 90% of work time. Transfer, lift and physically place patients in certain positions. Stand, rotate, push, pull, sit, bend, flex, climb stairs, and squat. Push and pull heavy objects such as ventilators and compressed gas tanks.	
<b>Motor skills</b>	Physical ability, coordination, dexterity	Gross & fine motor abilities sufficient to provide safe & effective patient care.	Use their hands and fingers 100% of the time for such duties as percussing and auscultating patients, assembling and disassembling equipment and manipulating controls on machines. Execute the small muscle hand and finger motor movements required to safely perform respiratory care procedures.	
<b>Communication</b>	Speech, reading, writing. Effective use of English language. Communication abilities sufficient for effective interaction in verbal, nonverbal, and written form.	Comprehension & accurate recall of verbal & written communication. Interaction with clients, families, students, instructors, veterinarians & staff. Effectively understanding verbal & nonverbal behavior.	Concisely & precisely communicate verbally in an effective manner in order to explain respiratory therapy procedures and direct patients during those procedures, initiate respiratory care, interpret patient response, and provide accurate documentation following ethical & legal guidelines.	

Issue	Description	Standard	Examples of necessary action	✓
<b>Interpersonal</b>	Ability to relate to others	Abilities sufficient to effectively interact with clients, families, groups & colleagues from a variety of social, emotional, cultural, intellectual & economic backgrounds. Identify needs of others.	Establish rapport with clients, families, and colleagues.	
<b>Behavioral</b>	Emotional & mental stability	Functions effectively under stress.	<p>Flexible, concerned for others. Ability to provide a safe patient care environment with multiple interruptions, noises, distractions, and unexpected patient needs.</p> <p>Long hours, shift work, stressful and sometimes emotionally charged, fast-paced profession. Potential exposure to human pain and suffering, and ability to respond appropriately. Maintaining effective performance in stressful situations related to equipment and patient problems. Must be able to respond appropriately to situations requiring emergency care of the patient. Must be able to provide physical and emotional support to the patient during procedures.</p>	
<b>Critical thinking</b>	Ability to problem solve	Critical thinking ability sufficient for clinical judgment.	Identify cause-effect relationships in clinical situations. Anticipate patient needs.	
<b>Working environment</b>	Adaptable to variety of working conditions, exposure to potential health hazards	Conditions may require a versatile adaptation to varying environments.	Exposure to loud noise, odors, invasive (bloody) medical, surgical and diagnostic procedures, sharp objects, hazardous chemicals, compressed gasses, pharmaceuticals (including controlled substances), radiation and biohazards during the routine practice of respiratory care. Work closely with members of the health care community.	