

Procedure 300.6 Respiratory Care Program Admissions (Fall Acceptance)



July 10, 2025

Supersedes previous procedure 300.6 dated October 9, 2019

Summary

Admission into the Respiratory Care Program is selective. Meeting all the minimum requirements assures that an applicant will be reviewed for admission into the Respiratory Care Program. However, meeting the minimum requirements does not guarantee admission into the Respiratory Care Program.

Process

Priority will be given to applicants that meet all the minimum requirements for admission into the Respiratory Care Program by the application deadline.

1. Application Procedures

The Respiratory Care Program is a Fall start only.

To be considered for fall acceptance, the following processes must be completed by March 1:

- A. Submit a Genesee Community College Admissions Application. The Admissions Application can be completed online, as noted on the Genesee Community College home webpage
- B. Submit official high school transcripts or GED information
- C. Submit all official college transcripts
- D. Submit a [Respiratory Care Program Specific Application](#) available on the program's webpage on the GCC website.
- E. Schedule a visit to the [Respiratory Department](#)

A review of completed applications will commence on the application submission deadline. (If the class is not filled, additional applications will continue to be accepted and reviewed until the class is filled.)

During the review process, a weighting system will be applied to rank those applicants who meet eligibility requirements. Preference will be given to those applicants with higher academic prerequisite scores. Written notification of acceptance will be made by May 1.

Accepted applicants are required to accept or decline the offer of admission by returning the Accepted Seat Acknowledgment Form to the Program Director. Failure to submit this form by the stated deadline may result in forfeiture of a seat in the Respiratory Care Program.

Accepted applicants must attend a welcome orientation session with the Director of the Respiratory Care program. Accepted applicants will be notified of dates and times of these sessions. If an accepted applicant is unable to attend an information session, the director must be notified and other arrangements must be made.

If not accepted into the Respiratory Care Program, applicants must reapply by March 1 of the following year for reconsideration. Waitlists do not carry over year to year and under no circumstances is admission to the program guaranteed.

2. Program Admission

The prerequisites to be met prior to admissions to the Respiratory Care Program are:

- A. Possession of a high school diploma or equivalent
- B. Overall GPA must be at least 2.0. This will be calculated by including all colleges previously attended. Students who have just graduated from high school will be considered individually.
- C. Completion of BIO 104 (Fundamentals of Cell Biology) and CHE 100 (Introduction to Chemistry) with a grade of "C" or higher OR the New York State Regents Biology and Chemistry exams, with a grade of 75 or higher. Out-of- state or international students with non-Regents chemistry or biology will be reviewed on an individual basis.
- D. If previously taken, Anatomy and Physiology courses – BIO 152 and BIO 153 - must be completed with a C or higher and within five years of entrance into the Respiratory Care Program.
- E. Students must complete the GCC placement tests for Reading, Writing and Mathematics. The GCC Proficiency for Reading and Math must be met and the student must place in ENG 101 prior to being accepted into the program. Please refer to GCC website for testing and scheduling information

3. Program Dismissals

Students will be dismissed from the Respiratory Care Program for the following reasons:

- A. Academic.
 - A student who receives less than a "C" (less than 75%) in any Respiratory Care course will fail that course and be dismissed from the Respiratory Care Program.
 - A student who does not achieve a grade of 70% on a lab final in RCP 101, RCP 114, RCP 115, and RCP 116 will also be dismissed from the Respiratory Care Program.
 - Students must maintain a C in all courses outside of the Respiratory Care Program to move forward in the program.
- B. Withdrawal from the Respiratory Program
- C. Stepping out of the required sequence of the Respiratory Care courses.
- D. Violation of Respiratory Care Program policies as noted in the Respiratory Care Program Student Handbook.

Any students dismissed from the program **must** reapply.

4. Program Readmission Policy

If a student does not meet the requirements to continue in the Respiratory Care Program due to both academic and nonacademic reasons, a student may apply for readmission. Readmission to the Respiratory Care program is not automatic. A student's request for readmission will be considered only after the applicant has had an exit interview with the program director and submitted a letter requesting readmission. An applicant's letter should identify the reasons for his or her inability to continue in the program and propose a realistic plan of action to effectively address the area(s) of concern. The letter and interview requirements need to be met by June 1 for reacceptance into the fall term. Under no circumstances is readmission into the Respiratory Care program guaranteed, but it will be offered on a space available basis to candidates who are likely to be successful. The program director will send the applicant a written acknowledgement of changes in the applicant's reacceptance status prior to the beginning of the new term. The returning student is responsible for reviewing materials from previous courses to ensure an entry level knowledge base like that of other students beginning the course. Upon reentry into the Respiratory Care course sequence, students will be required to retake the course(s) in which they previously earned a grade of less than a "C" or 75%. Students are permitted to repeat a Respiratory Care course or lab final only once throughout the entire Respiratory Care curriculum.

5. Time Limits for Completion

The sequence of respiratory care courses must be completed within a five-year period from the beginning of the first respiratory care course.

6. Non-discrimination Policy

Genesee Community College's nondiscrimination policy can be found at <http://www.genesee.edu/assets/file/policies/POL1020.1.Nondiscrimination.pdf>.

Forms

Accepted Seat Acknowledgment Form

Related Documents

Procedure 300: Admissions

Policy 1005: Full Opportunity Program