**INCOMING APPROVAL CHECKLIST**

The following requirements **MUST** be met before a student makes an application to the veterinary technology program. Application deadline is June 15th, 2023. **Failure to complete any of these requirements prior to the application deadline disqualifies an individual from the current year’s application process.**

**REQUIRED PRIOR TO APPLYING TO THE VET TECH PROGRAM**

**\_\_\_\_\_\_\_\_\_** Apply to Lone Star College if you are not a current student. You can submit your

 application at [www.lonestar.edu/admissions](http://www.lonestar.edu/admissions) or call 281-351-3310 for more information.

\_\_\_\_\_\_\_\_\_ Submit all official transcripts from each college attended for evaluation. Keep in mind

 this process can take up to three weeks or longer. If you have graduated from high school but have not attended college, you will need to submit your high school

 transcript. Your transcripts are submitted to Lone Star Admissions at the time of

 your initial application.

\_\_\_\_\_\_\_\_\_ Applicants to Lone Star must be college ready in all sections based on results of

 assessment or through exemption. You can find more information at

 [www.lonestar.edu/placement-testing-info](http://www.lonestar.edu/placement-testing-info).

\_\_\_\_\_\_\_\_\_ Academic Advising Report (AAR) This document can be provided by a Lone Star Tomball

 Advisor and must be signed by a Tomball advisor.

**PROGRAM SPECIFIC STEPS**

\_\_\_\_\_\_\_\_\_ Apply to the Veterinary Technology Program at

 <https://www.lonestar.edu/Tomball-vettech.htm>

 where you will find a link to the portal,

 and where you will upload all your required documents.

\_\_\_\_\_\_\_\_ View the virtual information session video at

 <https://www.youtube.com/watch?v=B2PP0DiUY40>

\_\_\_\_\_\_\_\_\_ Must have a minimum of 20 hours supervised clinical experience

 under a licensed veterinarian or a licensed veterinary technician and documented on

 the Veterinary Clinical Experience form.

\_\_\_\_\_\_\_\_\_ Must have Professional Evaluation Form filled out by the licensed veterinarian or

 licensed veterinary technician at the clinic where observation hours were also

 documented.

\_\_\_\_\_\_\_\_\_ Two (2) letters of professional recommendation **signed by a licensed Veterinarian or LVT.**

\_\_\_\_\_\_\_\_\_ Applicants are required to submit a one (1) page essay explaining the differences

 between a Licensed Veterinary Technician, Certified Veterinary Assistant, and a

 Veterinary Assistant.

**This checklist does not need to be uploaded with your other documents. This is for your benefit as you work through the application process.**