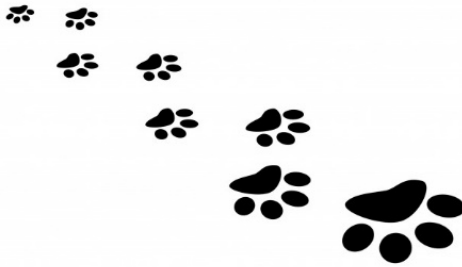


# NOVA

**Northern Virginia  
Community College  
LOUDOUN CAMPUS**



**Veterinary Technology  
A.A.S. Degree  
On-Campus and Online  
Programs**



# Veterinary Technology Program Application Overview

## Important dates:

- The next full-time and part-time cohorts begin in the Fall.
- The program application window is March 1<sup>st</sup> through June 1<sup>st</sup>.

## Welcome

Choosing a career in veterinary technology is an exciting and personally rewarding choice for many individuals. The students in our Veterinary Technology Program are a very diverse group of women and men, both experienced and inexperienced with animals. They all share a common goal, to obtain and utilize a degree in Veterinary Technology.

There are many occupational opportunities in this continually growing field and many specialized fields are constantly emerging. Our graduates are working in private practices with companion animals, exotics, and large animals. They work at zoos, wildlife rehabilitation centers, and aquariums. Many of our graduates work in specialty practices, pharmaceutical companies, research laboratories, and are practice managers. Qualified graduates work as instructors in veterinary technology programs. Some of our LVTs own their own companies such as kennels, pet sitting services, and even own their own veterinary hospitals. There are graduates of our program who have joined an elite group of LVTs and are recognized veterinary technician specialists (VTS) in disciplines such as anesthesia and analgesia, surgery, dentistry, emergency and critical care, behavior, equine veterinary nursing, internal medicine, laboratory medicine, clinical pathology, clinical practice, dermatology, physical rehabilitation, nutrition, zoological medicine, and diagnostic imaging.

## Accreditation

Our program is accredited by the American Veterinary Medical Association (AVMA). We award an Associate of Applied Science (A.A.S.) Degree and prepare you for the Veterinary Technician National Examination (VTNE), a national exam required for licensure to practice veterinary medicine under the directive of a veterinarian.

## Our Courses

The courses in our program offer a liberal amount of hands-on experience with small and large animals. Some of the skills and knowledge you will acquire through our program include:

- animal nursing techniques
- client relations and education
- preparation of patients, instruments and equipment for surgery
- specimen collection and performance of laboratory procedures
- radiographic and anesthetic techniques
- surgical assisting
- familiarization with anatomy, physiology, nutrition and animal diseases
- breeds and behavior

## Prerequisite Requirements

We are committed to accepting students who show the strongest academic foundation. We expect our students to enter the program with excellent skill sets in writing, math, critical thinking, communication, team work, interpersonal/social skills, study skills, organizational skills and time management. Applicants must be 18 years of age or older. The required curriculum for Veterinary Technology students includes some Liberal Arts courses. These courses can either be taken prior to entering the program or after being accepted to the Program. Preference for admission is given to those applicants who have already completed these general education courses or already have a degree. Preference is especially given to applicants with a degree in a related field, such as animal science, or any of the natural sciences. Your transcripts are evidence of your academic preparedness and an indicator of your readiness to complete the rigorous veterinary technology coursework. Thus, in the admission review process, we will be considering the number of college credits and fundamental general education courses already completed and your cumulative grade point average (GPA). We will also note the number of withdrawals and failures you may have earned over time; they may indicate a student's inability to persist and we would be concerned about our ability to retain you through degree completion.

You must be a high school graduate/GED, with completion of the following college courses with a "C" letter grade or higher (a "C-minus" does not meet this requirement). **Grades for these courses must be posted prior to applying.**

- SDV101 Orientation to Veterinary Technology or SDV elective
- ENG111 College Composition I
- CHM101 Introductory Chemistry or CHM111 General Chemistry (preferred)
- MTH133 Mathematics for Health Professionals
- VET111 Anatomy and Physiology of Domestic Animals

MTH133 (previously MTH126) and VET111 (previously BIO195) are only available at the Loudoun campus and can be completed on-campus or online. There are no substitutions for these courses.

Review the most current academic NOVA Advising Sheet for a checklist of program requirements that fulfill the Applied Associates of Science degree in Veterinary Technology (A.A.S.).

## General Education Requirements

Students who have been most successful in our program are those who have completed all non-Vet Tech courses. The following are additional courses that need to be completed before degree completion:

- CST110 Introduction to Communication (Speech)
  - \*CST126 may be substituted
- Humanities Elective: Refer to the current on-line NOVA course catalog for the list of courses that fulfill the humanities elective course.
- Social Science Elective: Refer to the current on-line NOVA course catalog for the list of courses that fulfill the social science elective course.

## Veterinary Technology Course Requirements

Once accepted into the program, students are program-placed by the Loudoun campus and receive E-mailed instructions regarding when to register for the veterinary technology specific (VET-prefixed) sequence of courses. Review the chart in the current [Program of Study](#) and scroll to end of the page to see how the full-time, 68 total credit, 5-semester curriculum is sequenced; review chart below for the part-time, 8-semester sequence.

<http://www.nvcc.edu/loudoun/divisions/natural/vettech/online/courses.html>

## Financial Aid

At the same time that you are preparing an application to be accepted to the Veterinary Technology program, be sure to also meet with a financial aid counselor on any campus to discuss the financial aid process and your options.

The Loudoun Campus financial aid counselors are located in the LR building (Reynolds, Room 249 Loudoun campus). Call toll-free 1-855-323-3199 first to confirm their weekday walk-in hours before you visit.

- Information about financial aid offices at all NOVA campuses can be found [here](#).
- More information about financial aid can be found under the [Financial Aid FAQ](#).
- The six-digit identification code for Northern Virginia Community College is **003727**.

## APPLY HERE SECTION

The On-Campus and Online program application process is completed online and will open up March 1<sup>st</sup>. We will no longer accept mailed applications. Once final grades from your courses are posted, you should wait 2-3 business days to apply so that your transcripts will import properly during the application process.

### Important Dates

- The application for the Veterinary Technology Program will close June 1st.
- Admissions notifications are generally sent on or before July 1<sup>st</sup> to the student's NOVA college E-mail address.
- Candidates with declined admission will be provided with re-application information.
- For accepted students only: New Student Orientation (NSO) is held the **first Monday of August and is mandatory to enter the program**. There are no exceptions.
- Program placed VET-prefixed classes begin in August.

**IF YOU WISH TO APPLY TO THE VETERINARY TECHNOLOGY PROGRAM,  
IT IS REQUIRED THAT YOU COMPLETE THE FOLLOWING:**

## 1. Admissions Checklist

- a. Print out the current year *Admissions Checklist* to ensure that you meet and have completed all of the requirements and are including all of the supporting materials needed to apply to the preferred (Full-time/On-Campus or Part-time/Online) Program.
- b. [ON-CAMPUS Admissions Checklist](#)
- c. [ONLINE Admissions Checklist](#)

## 2. Transcripts

- a. If not previously completed during your NOVA application: Request that your school(s) send you at least two (2) separate official transcript copies from each institution (**do not open the transcripts**). Hand deliver or mail one copy to your local NOVA [Student Services Center](#) and keep the second unopened copy for your own records and as a backup.

## 3. Transcript Evaluation

- a. If not previously completed during your NOVA application: Submit a Request for Evaluation of Transcript Form (Form 125-049E) which must be completed online at <https://www.nvcc.edu/prior-learning/transfer.html>. Paper transcript evaluation request forms will no longer be accepted. You must submit a separate request for each transcript you would like to have evaluated. All international high school and international college transcripts must first be evaluated for course-by-course credit by an evaluation agency. Once you have received the completed course-by-course evaluation, follow the steps listed above to request final evaluation through NOVA Student Services.
- b. Recommended private services to use for international transcript translation and review:
  - i. World Education Services (WES) – <http://www.wes.org>
  - ii. International Education Research Foundation (IERF) – <http://www.ierf.org>
- c. If applicable, submit official score documents for Advanced Placement (AP), International Baccalaureate (IB) or College-Level Examination Program (CLEP) credits with packet.

## 4. Smarter Measure Evaluation

- a. **To better prepare you for hybrid and online courses, we require our students to complete the Smarter Measure Quiz.** This is not required for re-applicants.
  - i. Watch webinar about Smarter Measure Assessment:  
<https://www.youtube.com/watch?v=LlgZ3My71uQ>
  - ii. Complete Smarter Measure Quiz and save results to upload during the application process. Discuss results in your letter of intent.  
<http://eli.nvcc.edu/pdf/SmarterMeasure.pdf>

## 5. Obtain Two (2) Professional References

- a. **Obtain two (2) professional personal references letters and upload them during the application process.** This is not required for re-applicants.
  - i. Professional reference must include full name and credentials, title, place of work, phone number, and email address.
  - ii. An automated request will be sent to the references separately once you complete your application. **DO NOT** have letters of recommendation mailed or E-mailed directly to the program.
  - iii. Solid letters of reference should be obtained from people who know you well, can speak of your character and the kind of person that you are or comment on your previous academic performance (i.e. practice managers, LVTs, veterinarians, practice owners, other work supervisors, high school teachers or counselors, college professors, people for whom you have completed volunteer service).
  - iv. Letters of reference from family members (close and distant) or co-workers are NOT acceptable.

## 6. Resume

- a. Resume must be single-spaced, 12-pt font, and a maximum of 2-pages.
- b. Submit your current resume listing your employment history, diplomas/degrees, certifications, skills, memberships and extracurricular activities.

## 7. Letter of Intent

- a. Letter must be single-spaced, 12-pt font, and a maximum of 2-pages.
- b. **Letter of intent for new applicants (Both Programs):** Describe your background including academia, work experience, life skills, and your interest in becoming a professional Licensed Veterinary Technician. Include 2-3 sentences evaluating and discussing your Smarter Measure results.
- c. **Letter of intent for re-applicants (Both Programs):** We want the students in our Program to maintain a vested interest in their own academic success. Please write an essay explaining why you withdrew from the Veterinary Technology Program and be sure to include the date of withdrawal. If you left the Program for academic reasons, describe what you have done or plan to do to ensure success if you are accepted back into the Program. How have you changed during your time away from the Program? What in your life has changed that will allow you to be successful this time? Have you set any personal goals that will help you achieve success in your academic career here at NOVA? Describe why you feel that you are ready to return to the Veterinary Technology Program at this time. Please include any other pertinent details.

## 8. On-Campus Program Only

- a. If you have no previous veterinary work experience, you must complete a **minimum of 32 hours of observation** in a clinical veterinary facility. If you are already working in a veterinary practice, this step is **not** required.
- b. Locate a local veterinary practice that will allow you to observe by either using your current family veterinarian or by looking up local veterinary practices in the yellow pages or on the internet. Politely introduce yourself when contacting the clinic or veterinary hospital and request the opportunity to observe as part of your application process.
- c. **Include the following information during the application process for the veterinarian who observed you:** full name and credentials, title, place of work, phone number, and email address.
- d. An automated request will be sent to your observing veterinarian once you complete your application. **DO NOT** have letters of observation hours mailed or E-mailed directly to the program.
- e. Please note that the documentation of your observation hours **cannot** be used as one of your professional letters of reference.
- f. Preference is given to applicants who already work in the veterinary field. Students who are able to apply their knowledge and skills on a weekly basis while fulfilling coursework are historically the most successful in completing the academic program and becoming a licensed veterinary technician.

**9. Online Program Only:**

- a. Download the Equipment Check List, Task List, Mentor Memorandum of Agreement, and Student Memorandum of Agreement forms listed below.
  - i. [Equipment Check List Survey](#)
  - ii. [Task List Survey](#)
  - iii. [Mentor Memorandum of Agreement](#)
  - iv. [Student Memorandum of Agreement](#)
- b. Have your mentor complete the Mentor Memorandum of Agreement, Task List and Equipment Check List.
- c. Complete the Student Memorandum of Agreement form. You will be required to upload this information when applying online.
- d. If accepted into the Program, you will be given further information to mail all original, completed forms with signatures.

**10. Application Completion Notification**

- a. An automated E-mail will be sent confirming that your online application packet is received and complete.