

**Lackawanna College**  
**Surgical Technology Program**  
**Surgical Technology Application**

Application Date: \_\_\_\_\_

Information provided on this form will be used to make future contact via phone, email, and/or standard mail. Please make sure all information is up to date and correct. This will be the contact information we use to contact you for official notification letters or other information.

<b>Name</b>	
<b>Maiden Name/Other Names Used (for transcript purposes)</b>	
<b>Address</b>	
<b>Home Phone</b>	
<b>Work Phone</b>	
<b>Cell Phone</b>	
<b>Email Address</b>	
<b>Date of Birth</b>	

**NOTE:** Please advise the Surgical Technology program at [SurgicalTechAdmissions@lackawanna.edu](mailto:SurgicalTechAdmissions@lackawanna.edu) if there is a change in any of the above information. We may contact you if additional information is needed.

**PART 1: PAST OR CURRENT COURSE WORK FOR POSSIBLE TRANSFER**

Due to the very specific nature of this program, applicants with existing credits may only transfer credits related to program core courses listed below. All courses must be passed with a C or better to be eligible for transfer and will undergo an official transcript evaluation by the Lackawanna College Registrar's Office.

Please provide the following information on any college level courses completed or college level courses currently in progress that may be eligible for direct transfer into Lackawanna College or the Surgical Technology Program.



Course	Year / Semester Completed	Grade	Institution Where Course was Completed	Currently in Progress?	
Anatomy and Physiology I (4 credits with lab)				Yes	No
Anatomy and Physiology II (4 credits with lab)				Yes	No
Biology (4 credits with lab)				Yes	No
College Algebra				Yes	No
College Writing				Yes	No
Effective Speaking				Yes	No
Intro to Computer Applications				Yes	No
Intro to Psychology				Yes	No
Medical Ethics				Yes	No
Medical Terminology				Yes	No
Microbiology				Yes	No

## PART 2: TRANSCRIPTS

Submit an official sealed copy of all transcripts (both high school and college) for institutions previously attended even if a degree was not completed.

Please send transcripts to [SurgicalTechAdmissions@lackawanna.edu](mailto:SurgicalTechAdmissions@lackawanna.edu) or mailed directly to the Admissions Department at Lackawanna College at the following address:

**Lackawanna College**  
**c/o Admissions Department**  
**501 Vine Street**  
**Scranton, PA 18509**

High School GPA: \_\_\_\_\_

College GPA: \_\_\_\_\_

SAT or ACT: If the SAT or ACT examination has been completed, please list the scores below, if available. Forward official copies of test scores to Lackawanna College.

SAT: \_\_\_\_\_

ACT: \_\_\_\_\_



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Please list below the institutions that you are currently attending or previously attended with correlating dates.

	Institution Name	Degree or Major	Dates Attended		Degree Earned?	
High School			From:	To:	Yes	No
Trade School / Certificate Program Graduate			From:	To:	Yes	No
Associate Degree			From:	To:	Yes	No
Bachelor's Degree			From:	To:	Yes	No
Master's Degree			From:	To:	Yes	No
Doctoral Degree			From:	To:	Yes	No
Other			From:	To:	Yes	No

PART 3: PAST WORK EXPERIENCE

Please describe your work experience over the past 10 years beginning with current or most recent employment.

Name of Employer	Supervisor Name	Phone Number	Dates of Employment		Job Title	Reason for Leaving
			From:	To:		
			From:	To:		
			From:	To:		
			From:	To:		
			From:	To:		
			From:	To:		
			From:	To:		
			From:	To:		
			From:	To:		
			From:	To:		
			From:	To:		

## PART 4: REFERENCES

Please provide one reference. The reference form is located on the [Surgical Technology degree page of the Lackawanna College website](#). These forms should be completed by the individual and then emailed to [SurgicalTechAdmissions@lackawanna.edu](mailto:SurgicalTechAdmissions@lackawanna.edu) or mailed directly to the Admissions Department at Lackawanna College. It is suggested that you provide an addressed, stamped envelope with the reference form to the individual you are requesting a recommendation from. Please address envelopes with the following address:

**Lackawanna College  
c/o Admissions Department  
501 Vine Street  
Scranton, PA 18509**

**Family members or close personal friends are not permitted for use as references.** It is recommended but not required that you provide a reference from:

An educator

A former or current employer or supervisor

An individual of your choice other than a family member

Please list the name of the individual providing the reference below. This will allow us to confirm receipt of your reference when it arrives.

1. \_\_\_\_\_ Title or Relationship: \_\_\_\_\_

## PART 5: REFLECTIVE ESSAYS

It is a requirement to write a short essay on Effective Strategies for Good Communication and Teamwork in the Operating Room and how it can affect patient safety. Use the pages **at the end of this document** to type and submit your essay.

### Essay Prompt

Think of the importance of good communication and teamwork in the Operating Room. Describe why this is important, the strategies that can be used, and how good communication and teamwork can affect patient safety.

### Requirements

1. One page.
2. 12 point Times New Roman font.
3. Double spaced
4. Standard 1" margins.

### Essay Scoring Guidelines

Your essay will be scored with an essay rubric looking at the following items:

- Content and Focus
- Organization and Development
- Vocabulary
- Grammar

Each area will be scored using the following scale and a final essay score rendered:

- 0- Unacceptable
- 4- Poor
- 8- Fair
- 12- Good
- 16- Excellent



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## PART 6: WRITING SAMPLE

Applicants will also be required to create a writing sample on “How can I make a difference as an Allied Health professional?” Use the pages **at the end of this document** to type and submit your writing sample.

### Writing Sample Prompt

How can I make a difference as an Allied Health professional?

### Requirements

1. One page.
2. 12 point Times New Roman font.
3. Double spaced
4. Standard 1” margins.

### Essay Scoring Guidelines

Your essay will be scored with an essay rubric looking at the following items:

- Content and Focus
- Organization and Development
- Vocabulary
- Grammar

Each area will be scored using the following scale and a final essay score rendered:

- 0- Unacceptable
- 2- Poor
- 4- Fair
- 6- Good
- 8- Excellent

## PART 7: INTERVIEW

Once a completed application is evaluated by core faculty, eligible applicants (those with completed applications meeting the minimum requirements) will be contacted via email and/or phone to setup an interview.

The personal interview and writing sample is the final process by which the Surgical Technology Program faculty will have a chance to directly interact and get to know you as an individual. This is considered a professional interview. Interviews will last approximately 45 minutes to 1 hour.

1. Please arrive appropriately dressed and on time for your interview.
2. Interview dates and times are offered based on the availability of core faculty members.
3. **The offering of an interview is in no way a guarantee of acceptance into the Surgical Technology program.**

### Additional requirements for accepted students

Following acceptance into the Surgical Technology program, there will be further requested items that must be completed at the student’s expense and uploaded to Castlebranch prior to entry into the first and second year fall terms. Items include:

- Proof of current Adult, Child, and Infant CPR certification and AED training. All courses must be in person and can NOT be completed as an online course.
- Proof of current health insurance.
- Recent physical and full immunization records.

- Required background checks and clearances.
- Mandatory drug screenings (10-panel urinalysis).
- 2-step PPD test confirmation.
- Other items as indicated by program faculty/staff.

During the application process, please submit all materials to [SurgicalTechAdmissions@lackawanna.edu](mailto:SurgicalTechAdmissions@lackawanna.edu) or to

**Lackawanna College**  
**c/o Admissions Department**  
**501 Vine Street**  
**Scranton, PA 18509**

**SURGICAL TECHNOLOGY APPLICATION CHECKLIST - TO BE COMPLETED BY THE APPLICANT**

Requirement	Date of Completion
Past or Current Transfer Coursework	
Transcripts, GPA, SAT/ACT/Accuplacer	
Past Work Experience	
References	
Reflective Essay	
Writing Sample	
Interview	

## ESSAY PROMPT

Think of the importance of good communication and teamwork in the Operating Room. Describe why this is important, the strategies that can be used, and how good communication and teamwork can affect patient safety.



**WRITING SAMPLE PROMPT**

How can I make a difference as an Allied Health professional?