



CHECKLIST

Initial each box below to affirm you completed that step prior to applying. SUBMIT THIS PAGE WITH APPLICATION.

- _____ Are you college ready? Have you completed the . . .
1. **“Apply Texas” application for admission to St. Philip’s College if necessary?**
 2. Assessment tests or submitted assessment scores; or are you exempt?
 3. See [How to Apply](#) for details
- _____ Have you completed program prerequisite courses?
Contact program director or refer to the program website “Admissions and Prerequisite Requirements” tab
- _____ Have you completed and included the TEAS pre-entrance exam score?
- _____ Have you included a resume and certificates, certifications, or licensures (if applicable)?
- _____ Have you checked if you meet the minimum grade point average (GPA) requirement?
Refer to the program website “Application and Selection Process” tab and select “Selection Process”
- _____ Did you check the program website to verify the program application deadline?
Refer to the program website “Application and Selection Process” tab.
- _____ Did you complete the Healthcare Sciences student application and selection process forms?
Refer to the program website “Application and Selection Process” tab and select “Apply Now” and “Selection Process. Fill out both forms **legibly and completely**. You must sign and date the student application form.
- _____ Did you include official transcripts? Official transcripts from all colleges attended are required (**including St. Philip’s College if applicable**). *An official transcript is one printed on official paper from the Registrar’s office and in a sealed envelope.* Students should request the transcript(s) be sent to their home address. **DO NOT OPEN.** Submit official transcripts with all other application documents in one sealed envelope. **A separate official transcript must also be provided to the records and registration office to be admitted as a St. Philip’s College student.**
- _____ Did you attend an information session for your selected program?
Refer to the program website. Please include your certificate of attendance.
- _____ Did you read the NOTICE TO PROGRAM APPLICANTS statement?
Please print this document and include with your application. Refer to the program website “Program Accreditation and Licensure” tab and select “THECB Statutory Requirement”.
- _____ Did you include an essay (2 pages) stating why you want to be a Surgical Technologist?
- _____ Did you place all documents in **ONE** sealed envelope addressed with the Program name?
Application and required documents **must be delivered in person** to:
- Department of Health Sciences - St. Philip’s College**
Surgical Technology Program – Application
1801 Martin Luther King Drive
San Antonio, Texas 78203-2098