



Cisco College Pharmacy Technology Program Application

Program Director: Ms. Rachel Bishop

Thank you for your interest in Cisco College's Pharmacy Technology Program. The PHRA Program offers a Level I Certificate or Associate of Applied Science in Pharmacy Technology. Texas Tech and Cisco College have partnered together to offer a transfer pathway for any student wishing to pursue their Bachelor of Science in Healthcare Management.

Level I Certificate:

The Level I Certificate prepares the student to become vital members of the pharmacy care team. It combines online lectures, simulations and clinical education that will prepare the student with the knowledge and skills needed to perform the duties of a pharmacy technician. In addition, the student will earn their Sterile Compounding Certificate, allowing advancement and growth in their career. Once the student has successfully completed the certificate program, they will be a Registered Pharmacy Technician Trainee with the Texas State Board of Pharmacy and be eligible to take the Pharmacy Technician Certification Exam to become nationally certified. Once the student has passed the certification test, they can register with the Texas State Board of Pharmacy as a Registered Technician.

The Level I Certificate will have three pre-requisite classes offered year round. The core pharmacy classes will start in August of each year. Any clinical requirements will be completed after the Spring semester to ensure each student is prepared for the rotations. Two clinical rotations will be required to offer a variety of pharmacy technician duties and opportunities available to pharmacy technicians. The total amount of clinical hours required is 240 hours.

Pharmacy Technology Associate of Applied Science:

Students that graduate with an Associate of Applied Science in Pharmacy Technology can further their healthcare career by continuing at a 4-year university or Pharmacy School. Texas Tech and Cisco College have partnered together to offer a transfer pathway for any student wishing to pursue their Bachelor of Science in Healthcare Management.

Selection criteria are as follows:

- a. Applicants must have completed the required prerequisite courses with a "C" or higher.
- b. A 250 word biographical essay discussing why you want to become a pharmacy technician.
- c. Any additional academic, occupational/allied health, or science related courses taken and passed with a "C" or better are viewed favorably.
- d. Applicants must have:
 - a. A high school diploma
 - b. An equivalent diploma (e.g., GED),
 - c. Be working to achieve a high school diploma or equivalent for no more than 2 years
- e. Must have completed the Cisco College general admission application and be enrolled as a student of Cisco College.
- f. Must have completed the Pharmacy Technology program application located on the Cisco College website or Health Sciences office.
- g. Submission of any testing scores (ACT/SAT/EOC)
- h. The Associate of Applied Science requires completion of the TSI. There are limited spots available. TSI is offered many times throughout the week, check with the testing center on date and times. You must sign up for the TSI ahead of time to ensure a spot on the testing date.

Revised May 2022

Additional Paperwork

You will be required to provide the Pharmacy Technician Program Director with a copy of your immunization record containing proof (titer, immunization, or physician's documentation of illness) of the following immunizations 6 weeks prior to clinical placement.

*Varicella	*Tetanus-Diphtheria	*MMR-x2
*Bacterial Meningitis (if under 22 yrs. old)	*2 of 3 Hepatitis B (3 rd before end of program)	*Tuberculin skin test (within the last year)
*Influenza vaccine (physician note if allergic to vaccine)		* COVID Vaccine (or exemption form)

Failure to provide required immunizations will result in limited clinical site availability and prospective future employment.

- A 10 panel urine drug screen is also required two weeks before clinical placement; please use Any Lab Test Now. You will need to let them know that you are a Cisco College Student and it is for the Pharmacy program.
- Applicants are also required to obtain a Healthcare Provider CPR card form American Heart Association by the end of the program. This can be completed through Healthcare Education Resources in Abilene, (325) 320-2090.
- Registration with the State Board of Pharmacy will be required once admitted into the program.
 - a) A complete background check will be completed by the Texas State Board of Pharmacy. If you have certain discrepancies in your background you will not be able to obtain this registration. Please be aware that certain convictions may result in denial by a clinical site and/or restrict employment in the healthcare field.
 - b) Please refer to [Information Regarding Criminal History \(texas.gov\)](https://www.texas.gov) for questions regarding offenses.

For information regarding financial aid, please contact Cisco College Financial Aid Department at 325-794-4412 or 325-794-4413.

Thank you,

Rachel Bishop, Ph.T.R, C.Ph.T.
Program Director Pharmacy Technology
Cisco College
(325) 794-4441

**APPLICATION FOR ADMISSION
PHARMACY TECHNICIAN PROGRAM**

Cisco College does not discriminate on the basis of race, color, creed, national origin, religion, age, gender, sexual orientation, political affiliation or physical disability.

PLEASE PRINT OR TYPE

APPLICATION DATE _____

Name in Full: _____
Last First Middle

Home Address: _____
Number and Street County City State Zip

Home Phone: _____ Alternate Phone: _____

Last four of Social Security No.: ____ Date of Birth: _____

or Student ID: _____

E-mail: _____

Have you ever before made an application to any Cisco College Health Sciences program?

____ YES ____ NO

If yes, what program? _____

When: (approximate date) _____

It is the student's responsibility to:

Return this application to Rachel Bishop, Program Director Pharmacy Technology, at the Abilene Education Center of Cisco College. It may be returned by mail, email or in person. PLEASE DO NOT FOLD! The mailing address for Rachel Bishop is 717 E. Industrial Blvd., Abilene, Texas 79602.

If you need further assistance, please call (325) 794-4441 or visit our website at www.cisco.edu

Please note: Students must keep mailing address current with the Health Sciences department as well as the Admissions and Records office.

Give information concerning high school(s) attended or GED:

Name of School City and State Date of Completion

Give information concerning college, university, vocational schools, allied health schools attended:

Name of Institution City and State Number of Credits or Degree Earned

IF TESTING WAS DONE AT ANOTHER SCHOOL, PLEASE
SUBMIT A COPY OF THE DOCUMENTATION WITH YOUR APPLICATION.

List any licenses or certificates held (i.e. LVN, EMT, etc.) _____

Certain minimum physical abilities and characteristics are required in health science professions. See the Technical Standards and Essential Functions for specific requirements for pharmacy technicians. Are you able to meet the minimum technical skills standards for the program?

☐ Yes

☐ Yes, with reasonable accommodation (SAS documentation required)

☐ No

If “Yes, with reasonable accommodation” or “No,” please explain:

NOTE:

ON THE FOLLOWING PAGES YOU WILL FIND TWO CHECKLISTS. THESE ARE FOR YOUR USE TO ENSURE YOU HAVE COMPLETED ALL THE REQUIREMENTS TO BE CONSIDERED FOR THE PHARMACY TECHNICIAN PROGRAM AT CISCO COLLEGE. THE FIRST CHECKLIST WILL NEED TO BE COMPLETED SIGNED, AND SUBMITTED WITH YOUR APPLICATION. THE SECOND CHECKLIST IS FOR YOU TO REMOVE AND KEEP AS A REMINDER FOR ANY REMAINING IMMUNIZATIONS AND THE DRUG URINALYSIS THAT WILL BE SUBMITTED NEAR THE END OF THE PROGRAM. INCOMPLETE APPLICATIONS, AS REFLECTED BY MISSING ITEMS FROM THE CHECKLIST, WILL NOT BE CONSIDERED FOR SELECTION INTO THE PROGRAM.

COMPLETION CHECKLIST:

- ☐ Cisco College application
- ☐ Pharmacy Technology application
- ☐ Submission of test scores (if applicable)
- ☐ Completion of the TSI. (For Associate of Applied Sciences)
- ☐ Completion of the biographical essay.
- ☐ Ability to pass a 10 panel drug screen test
- ☐ Ability to pass Texas State Board of Pharmacy background check (refer to [Information Regarding Criminal History \(texas.gov\)](https://www.texas.gov/history) for any questions or concerns.

All applicants must provide a copy of written documentation from a physician or approved provider for:

- ☐ Proof of Varicella (Chicken Pox) immunity as shown by (a) physician documented history of disease, (b) documentation of two immunizations OR (c) a serum titer confirming immunity.
AND
 - ☐ Proof of (a) completion of the first two of the Hepatitis B Vaccination series (the third vaccination in the series must be completed by the end of the provisional semester) OR (b) a serum titer confirming immunity.
AND
 - ☐ Proof of (a) two Measles Vaccinations (may be part of a MMR) OR (b) a serum titer confirming immunity OR (c) proof the student was born prior to January 1, 1957 OR immunity as shown by (d) physician documented history of disease.
AND
 - ☐ Proof of (a) one Mumps Vaccination (may be part of a MMR) OR (b) a serum titer confirming immunity OR (c) proof the student was born prior to January 1, 1957, OR immunity as shown by (d) physician documented history of disease.
AND
 - ☐ Proof of a Bacterial Meningitis Vaccination if you are under the age of 22.
AND
 - ☐ Proof of (a) one Rubella Vaccination (may be part of a MMR) OR (b) a serum titer confirming immunity OR immunity as shown by (c) physician documented history of disease, regardless of date of birth.
AND
 - ☐ Proof of Tetanus-Diphtheria vaccination within the last 10 years.
AND
 - ☐ Proof of a negative Tuberculin skin test within the last year.
 - ☐ Influenza Vaccine (physician not if allergic to vaccine)
 - ☐ Proof of COVID vaccination or exemption form
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This application may not reflect recent program changes. Please access the most up-to-date information on the program's website at www.cisco.edu

I hereby certify that the information contained in this application is true and complete to the best of my knowledge. I understand that any misrepresentation or falsification of information is cause for denial of admission or expulsion from the college. I understand that the information contained in this application will be read by the admissions committee of the CC Pharmacy Technician program.

Signature of Applicant

Date

ESTIMATED EDUCATIONAL COST

Pharmacy Technician Program

Pre-requisites	
Tuition (9 hours)	
Out-of-District/Texas Resident	\$1,170.00
Out of State Resident	\$1,575.00
FIRST SEMESTER	
Tuition (13 hours)	
Out-of-District/Texas Resident	\$1,690.00
Out of State Resident	\$2,275.00
Lab fees (\$24 / lab course)	\$24.00
Liability Ins Fee	\$10.00
Program Fees:	
Pharm Tech Program Fee (PHRA 1413)	\$100.00
SECOND SEMESTER	
Tuition (13 hours)	
Out-of-District/Texas Resident	\$1,690.00
Out of State Resident	\$2,275.00
Lab fees (\$24 / lab course)	\$72.00
Liability Ins Fee	\$10.00
Program Fees:	
Pharm Tech Program Fee (PHRA 1445)	\$100.00
Austin Community College ACPE IV Course (PHRA 1445)	\$135.00
Summer/Fall Session	
Tuition (5 hours)	
Out-of-District/Texas Resident	\$650.00
Out of State Resident	\$875.00
Lab Fees (\$24 / lab course)	\$24.00
Liability Ins Fee	\$10.00
Program Fees:	
Pharm Tech Program Fee (PHRA 1143)	\$100.00
STUDENT OUT-OF-POCKET COSTS (all items bought by student in any semester)	
Books (approximate cost for prerequisites and program)	\$750.00
Register with the Texas State Board of Pharmacy	\$55.00
Fingerprint Fee from State Board of Pharmacy	\$50.00
Immunizations (provided by pharmacy organization)	WTSHP

CPR Card (Healthcare Provider) Offered through college	\$25.00
Pharmacy Technician Patch (Bookstore)	\$8.00
Initial Student Badge (1 st semester)	No charge
Replacement Badge	\$10.00
Summer/Fall Session	
Drug Screen (Any Lab Test Now) (6 weeks before start of clinical)	\$20.00
Uniform (Abilene Uniform Center)	\$60.00
Graduation Fee	\$70.00
PTCE Certification Exam (taken after graduation)	\$129.00
Upgrade State Board License (after graduation)	\$84.00
TOTAL COST Level I Certificate	
Out-of-District/Texas Resident	\$7,046.00
Out of State Resident	\$8,846.00
TOTAL COST AAS (Additional General Education courses. Add to the Level 1 Certificate amount)	
In District (Tuition plus lab fees)	\$2,696.00
Texas Resident Out of District (Tuition plus lab fees)	\$3,596.00

**All costs subject to change.*

Financial Aid: Financial Aid is available for this program as long as the student is eligible. See the Financial Aid office for details.

Length of Program: This program offers Level 1 Certificate (12 months) or Pharmacy Technology Associate of Applied Science (2 years).

Dual Credit students' length of program will vary with start date.

Courses: The course content for pre-requisites will be on-line. The Certificate of Completion and Associate of Applied Science will be a combination of hybrid and on-line courses.

Clinical: Clinical rotations will be done during the availability of the student and clinical site business hours.

**All documents to be submitted to Rachel Bishop*

- ☐ Completion of Healthcare Provider-level CPR
- ☐ Drug urinalysis through Any Lab Test Now; you must let them know you are a Cisco student--***will be completed in the 2 weeks prior to beginning your clinical rotations***

☐ Registered Pharmacy Technician Trainee license; registration is through the State Board of Pharmacy (www.pharmacy.texas.gov)-- **instructions will be given during the first semester of classes**

Revised May 2022

Technical Standards and Essential Functions

The following technical standards and essential functions outline reasonable expectations of a student in the Pharmacy Technician Program for the performance of common pharmacy technician functions. The pharmacy technician student must be able to apply the knowledge and skills necessary to function in a variety of classroom, lab and/or clinical situations while providing the essential competencies of pharmacy technicians. These requirements apply for the purpose of admission and continuation in the program.

The student must demonstrate the following abilities:

Categories of Essential Functions	Definition	Example of Technical Standard
Observation	Ability to participate actively in all demonstrations, laboratory exercise, and clinical experiences in the professional program component. Such observation and information usually requires functional use of visual, auditory, and somatic sensations.	Visual * Able to visually discriminate increment readings on syringes * Able to read instrument scales * Able to enter and review data during use of computer equipment * Able to visually discriminate different colored and shaped objects * Recognize and interpret facial expression and body language * Assess the environment at a distance Auditory * Recognize and respond to soft voices under protective garb * Recognize and respond to voices over the telephone, via a speaker, or from microphone speaker in a drive-thru
Communication	Ability to communicate effectively in English using verbal, non-verbal and written formats with faculty, clients, other students, and all members of the healthcare team.	* Able to elicit information * Assess nonverbal communications * Transmit information to clients, fellow students, faculty and staff, and members of the healthcare team * Receive, write, and interpret written communication in both academic and clinical settings
Motor	Sufficient motor ability to execute the movement and skills required for safe and effective care and emergency treatment.	* Eye-hand coordination and finger dexterity required to achieve the psychomotor objectives (use of a spatula and tablet counter, mortar and pestle, balance and weight set, needles, syringes, and the skills of counting and pouring) * Lift up to 50 pounds * Stand for long periods of time (8-12 hours)
Intellectual	Ability to collect, interpret and integrate information and make decisions.	* Read and comprehend relevant information in textbooks, prescriptions and medication

		orders, medical records, and professional literature * Measure, calculate, reason, analyze, and synthesize * Utilize intellectual abilities, exercise good judgment and complete tasks, within required time limits * Retain information * Apply knowledge to new situations and problem solving scenarios
Behavioral and Social Attributes	* Possess the emotional health and stability required for full utilization of the student's intellectual abilities, the exercise of good judgment, the prompt completion of all academic and pharmacy responsibilities, and the development of mature, sensitive, and effective relationships with clients and other members of the health care team. * Possess the ability to tolerate taxing workloads, function effectively under stress, adapt to changing environments, display flexibility, and learn to function in the face of uncertainties inherent in clinical settings. * Possess compassion, integrity, concern for others, and motivation. * Possess the ability to demonstrate professional behaviors and a strong work ethic.	* Manage heavy academic schedules and deadlines * Perform in fast-paced clinical situations * Display flexibility * Sustain professional activities for protracted periods under conditions of physical and emotional stress * Demonstrate emotional health required for full utilization of intellectual abilities and exercise of good judgment * Demonstrate integrity, concern for others, interpersonal skills, interest, and motivations * Accepts responsibility and accountability for one's own actions * Develop mature, sensitive, and effective relationships with clients and others * Comply with the professional standards of the pharmacy profession

Qualified applicants with disabilities are encouraged to apply to the program. It is the responsibility of the student to contact the Office of Students with Disabilities if they feel they cannot meet one or more of the technical standards listed. Each Cisco College campus offers support services for students with documented physical or psychological disabilities. Students with disabilities must request reasonable accommodations through the Office for Students with Disabilities on the campus where they expect to take the majority of their classes. Students are encouraged to complete three weeks before the start of the semester.

Health Sciences programs establish technical standards and essential functions to ensure that students have the abilities required to participate and potentially be successful in all aspects of the respective programs. Students are required to meet technical standards and essential functions for the Pharmacy Technician Program as indicated above. If an applicant or student is unable to meet all of the outlined standards, he/she may be withdrawn from the program.