



Veterinary Technician Information

Fall 2011

Accepted Students

- **You will receive notification for orientation in late April or early May. Orientation is REQUIRED for accepted students.** The notification will include instructions on signing up for one of these orientation sessions. Failure to sign up for one of the orientation times will forfeit your spot in the program and the consequent cancellation of your application. For more information on orientation, please contact the Center for Agriscience and Technologies at (608) 246-6800.
- **During Orientation, admitted students are REQUIRED to register for classes.** If you do not register during your orientation, you forfeit your spot in the program and your application will be cancelled (notify our office as soon as possible if there are extenuating circumstances which prohibit you from attending one of the sessions; extenuating circumstances will be reviewed by our Academic Advisor to determine further eligibility).
- **Job shadowing of a Certified Veterinary Technician is mandatory and must be completed prior to attending program orientation.** It has been our experience that students who come into the program with prior experience working with a Certified Veterinary Technician (CVT) are more successful in their studies. Job shadowing gives students a more realistic idea of the career and will ultimately help you visualize yourself as a CVT. You will see first-hand the fast-paced, multi-tasking career of the Certified Veterinary Technician and will come to the program better-prepared and knowing what to expect. Please note that it is important to shadow the Veterinary Technician, not the Veterinarian.

Please perform job shadowing, complete your [Veterinary Technician Job Shadow Form](#) (PDF, 781KB) and bring the completed form with you to orientation.

- **If your application was accepted "pending" completion of any in-progress admission requirements, you are required to provide transcripts for verification of successful completion.** Please bring these with you to your orientation session. In the event that Orientation occurs before you have completed these requirements, it will be your responsibility to provide updated transcripts before June 30, 2011. Failure to provide transcripts will result in withdrawal of your registered classes and cancellation of your application (please notify us as soon as possible if there are extenuating circumstances that need to be reviewed by our Academic Advisor).

Waitlisted Students

- **Waitlisted students are required to pay a \$50.00 advance reservation fee to hold their place on the waiting list.** Applicants who do not pay this fee within the required time will forfeit their place on the waiting list, consequently canceling their application for the program. The Advance Reservation Fee notification and form were sent with your official acceptance to the waiting list notice. If you did not receive this information, contact our office immediately at (608) 246-6800, to avoid cancellation of your application.
- **A general orientation for students on program waitlists is held during the summer.** This is to orient you to Madison College and allow you access to priority registration for general education courses only. Attendance is not mandatory. (Attending this general orientation does not fulfill the requirement to attend the mandatory program orientation for students officially admitted to the program.) For more information on orientation, please contact the Center for Agriscience and Technologies at (608) 246-6800.

- **Approximately the first 20 students on the Vet Tech program waiting list will be invited to a program orientation to take place during the summer.** As openings occur (see next paragraph), we will admit and register students from the program waiting list who have attended this orientation and paid the fee as mentioned above. Students invited to this orientation do not need to attend the orientation for waitlisted student.
- **From now through August, the program waitlist will be monitored for openings as they occur** (the order of applicants on the waiting list is determined by the complete date of the submitted application). As openings occur, we will offer a place in the program to the next qualified applicant (who has paid the advance reservation fee) from the waiting list. Students admitted from the waiting list will be required to attend program orientation and register for classes. (In the event that we have additional openings in the program during the summer, if needed we will schedule an additional orientation.)
- **If your application was accepted “pending” completion of any in-progress admission requirements, you are required to provide transcripts for verification of successful completion before June 30, 2011.**



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