

## **Respiratory Care Transfer Credits Academic Advising Information Fall 12**

### **Hi Students:**

The following advising information is provided here to help guide you as you work to establish how the courses you have completed will meet application and program requirements. This information is subject to change and does not substitute for the information provided in the [Respiratory Care Application Information](#) and forms packet.

All students will need to submit official sealed transcripts to Lane Enrollment Services office by the posted deadline date. Please review [the Lane Application and Forms Packet](#) for the year that you are applying. It is recommended that you bring unofficial copies of your transcripts for assistance with advising.

Courses completed Winter term or before can be used for application points. The Application deadline is typically mid-Spring term. Courses completed Spring term or later may be used to meet program requirements but will not be used for points in the application. Transcripts, course substitution forms and equivalencies must be submitted by the posted deadline dates to Lane as directed in the application. It is wise to keep copies of these documents.

Courses (or equivalent courses) required for your application include: HO 100 Medical Terminology, CH 100 freshman level 4 or 5 credits or BI112/CH112 Cell Biology and Chemistry for Health Occupations, MTH 095 Intermediate Algebra or higher, BI 231 Anatomy and Physiology term 1 and WR 121 Introduction to Academic Writing. See [program advising sheet](#) for specifics.

Additional program requirements (or equivalents) can be completed prior to entry into the program. These include: BI 232, 233 Human Anatomy and Physiology terms 2 and 3; BI 234 Microbiology; HE 275 Lifetime Health and Fitness or PE (3 credits total); a Human Relations course – choice of CG 203 Human Relations at Work, CG 191 Issues in Cultural Diversity or HO 102 Diversity Issues in Health Care; a Speech course – choice of SP111 Fundamental of Public Speaking, SP 115 Intercultural Communication, SP 218 Interpersonal Communication or SP 220 Communication, Gender and Culture. Please see the [program advising sheet](#) for specifics.

Please review this information thoroughly first. Then if you have questions please email them to [RCProgram@lanecc.edu](mailto:RCProgram@lanecc.edu)

Jessica Alvarado  
Program Counselor for Respiratory Care students

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### **Steps to determine how your courses may be used to meet program and application requirements at Lane:**

Please use the [Course Equivalency Transfer Tool \(CETT\)](#). The link to this tool is also provided on the [Moodle Resource website](#). Courses that appear on this Tool show how courses from another institution have previously been accepted at Lane. Please review carefully the “General Information for Transferring Credits.”

Course equivalency – This can be obtained after a designated instructor or department representative has determined that the course you completed has enough content overlap that it meets criteria to be considered “equivalent.” Once these equivalencies have been reviewed by a Lane Degree Evaluator they are added to the CETT.

Course substitution – This can be obtained after a designated instructor or department representative determines that your course meets the content requirement to fulfill the program requirements for Respiratory Care. These may or may not appear on the CETT.

### **The steps needed for each type of program requirement are provided below:**

**Math Course:** [Math Department](#), Building 16, room 166

1. MTH 095 Intermediate Algebra or higher.

This meets a program and application requirement. If your course appears on the Lane Transfer Tool (CETT) as equivalent to or higher than MTH 095 by Lane’s course numbering then no further steps are needed. If your courses do not appear in this tool then you will need to go to the Math department with a course syllabus to request a course equivalency or substitution. Courses numbered 1xx – do meet the requirement and no further steps are needed.

2. Math Prerequisite for taking BI 112/CH 112 Biobonds courses:

Math courses that appear equivalent to or higher than MTH 052 on the Lane Transfer Tool will meet the prerequisite requirement for you to enroll in these. You will need to show an unofficial transcript to the Science Department in building 16. If it is determined that your course meets this requirement they will then be able to clear you to register.

**Science Courses:** [Science Department](#), Building 16, room 156

1. Cell Biology for Health Occupations: Prerequisite for Anatomy and Physiology

Courses listed as equivalent to BI 112 will meet the prerequisite requirement for taking Anatomy and Physiology. If your course is not listed as equivalent then you will need to obtain registration clearance from the Science department. Courses completed more than seven years prior to Fall entry into the Respiratory Care program may not meet the prerequisite criteria.

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### 2. Prior Biology or Chemistry:

You may have sufficient course work completed in one or both of these areas (Biology or Chemistry) to meet the prerequisite requirement to take the first term of Anatomy and Physiology. This can be established by taking unofficial transcripts to the science department. This may result in one or both courses being waived. If it is determined that you only need BI 112 or only need CH 112 then they will provide you with a specific course registration number. In some cases you may need to present a syllabus if it is requested. Being cleared to take BI 231 for prior Biology does not mean you have automatically met the Chemistry requirement to apply. Courses completed more than seven years prior to Fall entry into the Respiratory Care program may not meet the requirement.

3. Chemistry 100 level or higher **or** BI 112 **and** CH 112. BI 112 and CH 112 is a requirement for Lane students who complete the prerequisites for Anatomy and Physiology and also together they meet the requirement for Chemistry in the application. Both courses must receive a grade of C- or higher. Courses need to be completed within 7 years of the anticipated Fall entry. For Fall 12 students courses completed prior to Fall term 05 are considered outdated.

For students who complete Chemistry at other schools the requirement is a 100 (freshman) level course – 5 credits or more. Biology is not a required course for the application points or meeting a program requirement. . Courses need to be completed within 7 years of the anticipated Fall entry. For Fall 12 students courses completed prior to Fall term 05 are considered outdated.

### 4. BI 231, BI 232 and BI 233: Anatomy and Physiology sequence:

BI 231 will be required to apply. Students can complete BI 232 and 233 prior to Fall entry if they choose to.

If your coursework does not appear in the Lane Course Equivalency Transfer Tool. Then you will need to take steps to get a course substitution or equivalent. The last course in your sequence must be taken within seven years prior to your Fall entry once accepted into the Respiratory Care program. For Fall 11 students courses completed prior to Fall term 04 are considered outdated.

If your course work was completed prior to this timeframe please email [RCProgram@lanecc.edu](mailto:RCProgram@lanecc.edu) for a referral to contact the RC Program Coordinator.

If your courses are not listed on the CETT then you will need to go to the Science department with course syllabi and you will be referred to the designated instructor to make the determination if your course work meets criteria for a course substitution or equivalency.

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### **5. BI 234 Microbiology:**

This meets a program requirement can be completed prior to Fall entry. The course must be completed within 7 years prior to your Fall term entry. If your course is not listed on the CETT then you will need to go to the Science department with course syllabi and you will be referred to the designated instructor to make the determination if your course work meets criteria for a course substitution or equivalency.

**Medical Terminology:** [Health Professions Department](#), Building 4 and 30.

HO 100 Medical Terminology – Please review the CETT. This course is generally accepted if the title of the course implies that medical terminology concepts were covered. If these concepts were covered but the title of the course does not imply this (e.g. Pharmacology) then a copy of the course syllabus will need to be reviewed by an instructor who teaches this type of course.

**English Composition courses:** [Writing Department](#), Center Building, room 457

WR 121 (or equivalent) is required to apply.

1. WR 121 Introduction to Academic Writing. If your course appears on the CETT as equivalent to WR 121 no further steps are needed. It is important to check this tool as some courses may be numbered the same but do not actually transfer to Lane as the same number.
2. Prior course work – If your courses do not appear on the CETT you will need to take syllabi to the Language, Literature and Communication department to determine if it meets criteria for a course equivalency or substitution. They are located in the Center building on the fourth floor. You will be referred to a designated instructor.
3. If you have completed a Bachelor's degree – and have not taken the specific writing courses listed – please review the Application Information and Forms packet for the year that you are applying to determine how your course work can be used for the application points.
4. If you have a Bachelor's degree from an institution outside of the US your writing courses are not waived. You are required to complete Writing 121 for the two-year Respiratory Care degree. The only exception to this is if you are granted a course substitution that is approved by a designated writing instructor, a degree evaluator and the RC Program Coordinator.

### **Human Relations course:**

1. Choice of one – CG 203, CG 191 or HO 102. If you have a course that appears on the CETT as one of these Lane equivalents no further steps are needed.
2. If you believe that you have a course that seems to meet the general criteria for a Human Relations course as listed on page 48 of the catalog please email [RCProgram@lanecc.edu](mailto:RCProgram@lanecc.edu) for instructions on your next steps.

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### **Health or PE Courses:**

1. HE 275 Lifetime Health and Fitness – If you have a course that appears on the CETT as the Lane equivalent then no further steps are needed.
2. If you believe you have a course that seems to meet the criteria for this course based on the course description than you will need to contact the Health and PE department to be referred to the appropriate instructor. They are located in building 5.
3. PE Courses – please refer to the Lane 2011/12 page 47/48. Catalog for a list of PE courses that meet the Associate of Applied Science degree requirements. If you have a course that does not appear on the CETT as a Lane equivalent please email [RCProgram@lanecc.edu](mailto:RCProgram@lanecc.edu)

### **Speech Course:** [Speech and Communication Department](#), Center Building, room 457

1. Choice of one – SP 111, 115, 218 or 220. If you have a course that appears on the CETT as equivalent to one of these courses then no further steps are needed.
2. If you believe that you have a course that seems to meets the general course description criteria of a Speech courses listed above please email [RCProgram@lanecc.edu](mailto:RCProgram@lanecc.edu) for instructions on your next steps.