



West Virginia University
ROBERT C. BYRD HEALTH SCIENCES CENTER

Dear Applicant:

The Office of Admissions and Records has received your request for application materials for the Master of Health Science/Pathologists' Assistant Program at WVU. Simply print this file to receive all application materials. Please read the instructions carefully, and be sure to include all the items on the checklist with the application packet. All required materials must be received or postmarked by September 1.

A nonrefundable application fee of \$50 is required and due with the application. Make checks payable to West Virginia University.

If you have any questions, please contact the HSC Office of Admissions and Records at (304) 293-3521.

Sincerely,

Linda Kent
Student Records Assistant
Office of Admissions and Records, HSC



WEST VIRGINIA UNIVERSITY

Health Sciences Admission Application

West Virginia University • PO Box 9815 • Morgantown WV 26506-9815
Tel. 304 293-3521 • 1-800-344-WVU1

Your Nonrefundable Fee must accompany this application.

Dental Hygiene, Medical Technology, Nursing, Occupational Therapy: Resident \$25 • Nonresident \$40

Dentistry \$50 • Pathologists' Assistant \$50 • Physical Therapy \$50

If applying for more than one degree program, please submit an additional application and fee.

Make checks payable to WVU.

Please read instructions carefully. Type or print legibly to minimize delays in processing your application.

1. Social Security Number: _____ - _____ - _____
(For internal use only. Will be kept confidential.)

2. Name: _____
(Last)

(First) (Middle)

3. If you enrolled under a different name at WVU or another institution or college, please print all previous name(s) below.

4. Have you ever **attended** WVU? ___ Yes ___ No IF YES, for which Semester(s)/Year(s)? _____

.....

5. Mailing Address: **(MA)**

(Street) (Apartment #)

(City) (State)

(Zip/Postal Code)

For Non-U.S. Addresses Only: _____
(Country Name)

Telephone: **(MA)** _____ - _____ - _____
(Country Code) (City Code or U.S. Area Code) (Number)

.....

6. Permanent Address: **(PA)**

(Street) (Apartment #)

(City) (State)

(Zip/Postal Code)

For Non-U.S. Addresses Only: _____
(Country Name)

Telephone: **(PA)** _____ - _____ - _____
(Country Code) (City Code or U.S. Area Code) (Number)

E-mail Address: _____

7. Name of person to contact in case of Emergency:

(Last)

(First) _____
(Middle Initial)

Relationship: _____

Emergency Address: **(EM)**

(Street) _____
(Apartment #)

(City) _____
(State)

(Zip/Postal Code)

For Non-U.S. Address Only: _____
(Country Name)

Telephone: **(EM)** _____
(Country Code) (City Code or U.S. Area Code) (Number) _____
_____ (Country Code) (City Code or U.S. Area Code) (Business Number) _____

8. Please indicate Year/Term for which you are applying:
YEAR 2010 ____ Spring **(01)** January-May

9. Program for which you are applying:
(Gr, 07, 0) (8357) ____ Pathologists' Assistant Program

10. Sex: ____ **(M)**ale ____ **(F)**emale
11. Date of Birth: ____/____/____ (Ex. Jan. 01, 1980)
Mon Day Year

12. Citizenship Status: ____ **(01)** U.S. Citizen
____ **(02)** Permanent Resident with Alien Card (Please enclose copy of both sides of card)
____ **(03)** Refugee
____ **(04)** * Non-Immigrant/Other Visa Type (Specify Type) _____

* Additional materials may be needed. Please contact the Office of Admissions and Records, International Unit.

13. Ethnic Group: ____ **(01)** White, Non-Hispanic ____ **(04)** Asian or Pacific Islander
(Required for) ____ **(02)** Black ____ **(05)** American Indian or Alaskan native
(Federal Reporting) ____ **(03)** Hispanic

Country of Citizenship: _____ Country of Birth: _____

ALL PREVIOUS EDUCATIONAL EXPERIENCE

14. List chronologically every college, university, high school or any other institution(s) you have attended. ALL institutions/colleges must be reported whether or not credit was earned or transfer credit to WVU is desired. **Where dates are called for, use month and year (MON-YYYY) (Ex. Jan-1975).** Please attach an extra sheet if necessary. **All applicants must fully complete this area.**

Complete Name of Last High School	City & State	Graduation Year
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Complete Name of Current & Prior Colleges	City & State	Degree Obtained/Expected (major)	Graduation Date (MON-YYYY)	Attendance Dates (MON-YYYY) From	To
_____	_____	_____	____/____/____	____/____/____	____/____/____
_____	_____	_____	____/____/____	____/____/____	____/____/____
_____	_____	_____	____/____/____	____/____/____	____/____/____
_____	_____	_____	____/____/____	____/____/____	____/____/____
_____	_____	_____	____/____/____	____/____/____	____/____/____

High school transcripts are required for non-WVU applicants with less than 29 credit hours. All transcripts must be official and sent directly from each college attended to the HSC Office of Admissions and Records. (Note: D.D.S. applicants need not send transcripts unless notified.) **Transcripts marked "issued to student" and facsimiles will NOT be accepted.**

15. Please indicate which tests you have completed and the month and year taken.

(Medicine)	(Dentistry)	(Pharmacy)
____ MCAT ____/____ MON YYYY	____ DAT ____/____ MON YYYY	____ PCAT ____/____ MON YYYY
(Dental Hygiene and Nursing)		
____ SAT ____/____ MON YYYY	____ ACT ____/____ MON YYYY	

16. In what extracurricular, community or vocational activities did you participate while in secondary school/college (include offices held)? _____

17. What honors did you receive while in secondary school/college (include honorary societies)? _____

18. Have you previously applied to this program? ____ Yes ____ No
If yes, when _____

19. Has any college, university, or professional school initiated disciplinary action because of conduct, academic performance, or substance abuse? ____ Yes ____ No

20. Has any certifying and/or licensing agency, authority, or board initiated sanctions or disciplinary action including, but not limited to, probation, suspension, withdrawal, or denial because of conduct, professional performance, or substance abuse? ____ Yes ____ No

If the answer is "Yes" to any of the above questions, please explain.

This space is reserved for a recent passport-style photograph. (optional)

21. Please list the courses you will complete during the current school year.

Course #	Title and Name of Course	Credit Hours
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Fall Term: College Name

Spring Term: College Name

Summer Term: College Name

I affirm that the information I have provided on this application form and all other admission application materials is complete, accurate, and true to the best of my knowledge. Providing false information can lead to non-acceptance, the nullification of credit and/or dismissal.

INFORMATION ON RESIDENCY

Are you applying as a WV resident? ____ Yes ____ No If yes, you must complete the following:

COMPLETE THIS SECTION IF YOU ARE CLAIMING RESIDENT TUITION CLASSIFICATION

If you are supported by your parents(s)/spouse, answer each of the following questions as it pertains to **them**. If you are financially independent, check here ____ and answer each of the following questions as it applies to **you**.

Not applicable

Dates of continuous physical presence in West Virginia (month/year)..... ____/____ to ____/____ _____

Date West Virginia Driver’s License was first issued (month/year) ____/____ _____

State/license number of car you drive _____

Exact years of West Virginia Motor Vehicle registration ____/____ to ____/____ _____

Date of West Virginia Voter Registration (month/year)..... ____/____ _____

Date of purchase of any West Virginia residential property (month/year) .. ____/____ _____

Dates of employment in West Virginia (month/year) ____/____ to ____/____ _____

Exact years West Virginia income taxes have been filed ____/____ to ____/____ _____

Dates of military service, if applicable (month/year)..... ____/____ to ____/____ _____

Dates of extended absences from West Virginia (month/year) ____/____ to ____/____ _____
(list absences for 6 months or more)

Students who claim a change in classification may be required to file an Application for Classification as a Resident Student with the Office of Admissions and Records.

HOW TO APPLY FOR FINANCIAL AID

This information applies to all aid administered by WVU, including Federal Pell Grants, Federal Supplemental Educational Opportunity Grants, Federal Perkins Loans, Federal Work-Study, and William D. Ford Federal Direct Student Loans. Students desiring to be considered for a WV Higher Education Grant or any of the types of financial assistance mentioned above, must file a Free Application for Federal Student Aid (FAFSA). The FAFSA may be obtained from your high school guidance office or the WVU Financial Aid Office. It should be available in late December for the next academic year. Please complete and mail the FAFSA, after January 1, to the federal processing agency designated in the FAFSA instruction booklet. The FAFSA must be received by the federal processor on or before March 1 for you to receive maximum consideration for financial aid. Applicants filing the required items indicated above, on or before our March 1 deadline, will receive written notification of action taken. Students whose forms are received after March 1 will be placed on a waiting list and will be notified only in the event that assistance is available.

The **Mountaineer Creed** states that it is dedicated to personal and academic excellence:

- As a Mountaineer I will...
- Practice Academic and Personal Integrity
 - Value Wisdom and Culture
 - Foster Lifetime Learning
 - Practice Civic Responsibility and Good Stewardship
 - Respect Human Dignity and Cultural Diversity

In order to become a meaningful member of West Virginia University, and the society in which I live, I dedicate my energy, my talents, and my intellect to these standards of excellence.

PERSONAL COMMENTS

Provide a statement explaining why you wish to be considered for admission to this program.

(NOTE: Students applying to Dental School (D.D.S.) need not complete this section)

(Physical Therapy applicants must complete this section in handwritten form)

It is the policy of West Virginia University to provide equal opportunities to all prospective and current members of the student body, faculty, and staff on the basis of individual qualifications and merit without regard to race, sex, religion, age, disability, or national origin. This nondiscrimination policy also applies to all educational programs and activities as they pertain to student admission, employment and other related activities covered under Title IX, which prohibits sex discrimination in higher education. Information on the implementation of the policy and/or the Title IX Amendment should be addressed to: Office of the President, West Virginia University, Morgantown, WV 26506. Telephone (304) 293-5531.

GENERAL INFORMATION

FOR APPLICATION PERIOD JUNE 1 TO SEPTEMBER 1

This form is provided to give you an opportunity to offer any additional information that you believe reflects positively on your application to the program. We are interested in those honors, awards, etc. you have received, those organizations you have belonged to, and/or those activities, etc. you have participated in, which you believe have positive relevance in regard to your application to the Pathologists' Assistant Program.

There are three general categories of information: (1) academic; (2) social/community; and (3) experiential. While space is provided on this form, please feel free to attach additional sheets. **However, please complete the following before continuing to complete this form:**

NAME: _____
(PLEASE LEGIBLY PRINT FIRST, MIDDLE, LAST NAME)

PLEASE READ THE FOLLOWING STATEMENT:

I affirm that the information I have provided on/attached to this form is accurate and true to the best of my knowledge. Providing false information can lead to non-acceptance, the nullification of credit and/or dismissal.

Your signature attests to your agreement with the above statement.

Signature _____ Date _____

(Information will not be processed without your Signature)

ACADEMIC: Please indicate any academic honors you may have received during your college career, including, but not limited to: academic awards, number of times on the Dean's list, special scholarships, publications, presentations, undergraduate degree, advanced degree, etc. Include any information which might reflect the positive quality and strength of your academic credentials.

SOCIAL/ COMMUNITY: Please indicate any organizations, clubs etc. to which you belong(ed) and any leadership position(s) which you might hold (have held) which you believe reflect positively on the well-roundedness of your application, e.g. serving as vice-president in a recognized service fraternity/sorority, or contributing in some recognized beneficial manner to your community, or serving as a leader in a community organization or event, such as Scouting, Special Olympics, etc.

EXPERIENTIAL: Please indicate other volunteer, work, or job related experience which you have performed that you believe reflects favorably or adds to the quality and strength of your application to the Pathologists' Assistant program.

INSTRUCTIONS FOR APPLICANTS

WVU PATHOLOGISTS' ASSISTANT PROGRAM

APPLICATION PERIOD:

JUNE 1 TO SEPTEMBER 1

RESPONSIBILITY OF THE APPLICANT:

1. The applicant should be familiar with the information on the Pathologists' Assistant Program included on the website for the School of Medicine Professional Programs.
2. The applicant must notify the Office of Admissions & Records, HSC, of any address and/or telephone change.
3. The applicant must request official transcripts for all colleges and universities attended, **except** WVU, be sent to:

Office of Admissions and Records
1170 HSN
PO Box 9815
Morgantown, WV 26506-9815

Transcripts must be postmarked by the September 1 deadline.

4. The applicant must submit either a catalog or a photocopy of the catalog description of all prerequisite courses completed at a college or university outside the state of West Virginia.
5. The applicant must have final official transcripts sent to the Office of Admissions and Records, HSN (PO Box 9815) upon graduation.
6. The applicant must submit two (2) recommendations (in any combination):
 - a. A recommendation from a professor who has recently taught the student or interacted with the student in a research or volunteer setting.

or

 - b. A recommendation from a supervisor in a laboratory situation, either volunteer or work experience, preferably Surgical or Autopsy pathology.

or

 - c. A recommendation from a non-laboratory work or volunteer experience.
 - The recommendations must be completed on the specific "Recommendation forms" provided in the application packet. Each must be submitted directly from the instructor/supervisor with signatures across envelope seal.
 - Application materials and recommendation forms must be submitted and received by the September 1 deadline.

7. Shadowing Experience

All students applying to the Pathologists' Assistant program are required to complete a shadowing experience with a practicing Pathologists' Assistant. Please provide a short statement including location of and amount of time at experience, name and contact information of PA you shadowed, and a brief statement about the experience (specimens observed, etc.).

8. Send the completed application package to:

WVU Office of Admissions and Records
PO Box 9815
Morgantown, WV 26506-9815

NOTE: INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED

DIRECTIONS FOR COMPLETING APPLICATION PROCESS:

1. The **Application form** must be completed in detail in ink or typewritten. Answer all questions accurately and thoroughly. Attach a \$50 check for the application fee, payable to **West Virginia University**.

2. **College Record:**

- Request each college or university you attend(ed) to forward an official transcript directly to:

Office of Admissions and Records, HSCN
PO Box 9815
Morgantown, WV 26506

Transcript requests must be made early enough that all records are postmarked by Sept.1.

NOTE: WVU transcripts will be obtained by the Office of Admissions and Records, HSN.

- You must send a **catalog or photocopy of a catalog description** of prerequisite courses taken at a college or university outside the state of West Virginia. Courses should be highlighted.

PERSONAL INTERVIEW:

Applicants who have complied with all preliminary requirements for admission (i.e. the application, transcripts, prerequisite courses, recommendations, and a minimum of an overall GPA of 3.0) and are selected by the Admissions committee, are required to complete a personal interview as part of the application process.

CHECKLIST OF ITEMS DUE ON OR BEFORE SEPTEMBER 1

- _____ 1. Application fee with non-refundable fee for \$50, payable to West Virginia University.
- _____ 2. Two recommendation forms, with signature across envelope seal.
- _____ 3. General Information Form
- _____ 4. Essential Functions Form
- _____ 5. Official Transcripts for all colleges/universities attended, except WVU.
- _____ 6. Catalog or photocopy of catalog description of all prerequisite courses planned or completed at a college or university outside the state of West Virginia.
- _____ 7. Statement of shadowing experience.

Pathologists' Assistant Program Essential Functions

In accordance with Section 304 of the 1973 Vocational Rehabilitation Act, the West Virginia University Pathologists' Assistant Program has adopted minimum technical standards for assessment of all applicants to the Pathologists' Assistant Program.

Because the Master's Degree in Health Science/ Pathologists' Assistant signifies that the holder has obtained minimum competencies in all areas of the Anatomic Pathology laboratories, it follows that graduates must have the knowledge and skills to function in a wide variety of laboratory situations and to perform a wide variety of procedures.

Candidates for the Master's Degree in Health Science/ Pathologists' Assistant must have somatic sensation (sense of touch) and the functional use of the senses of vision and hearing. Candidate's diagnostic skills will also be lessened without the functional use of the sense of equilibrium, smell, and taste. Additionally they must have sufficient motor function to permit them to carry out the activities described in the sections that follow. They must be able to consistently, quickly, and accurately integrate all information received by whatever sense(s) employed, and they must have the intellectual ability to learn, integrate, analyze, and synthesize data.

A candidate for the Master's Degree in Health Science/ Pathologists' Assistant must have abilities and skills which include observation, communication, motor, conceptual, integrative, quantitative, behavioral, and social. Technological compensation can be made for some handicaps in certain of these areas but a candidate should be able to perform in a reasonably independent manner. The use of a trained intermediary means that a candidate's judgment must be mediated by someone else's power of selection and observation.

- 1. Observation:** The candidate must be able to observe demonstrations, procedures and instruments in the basic sciences and clinical courses. Observation necessitates the functional use of the sense of vision and somatic sensation. It is enhanced by the functional use of the sense of smell.
- 2. Communication:** A candidate should be able to speak, to hear, and to observe people in order to elicit information and perceive nonverbal communications. A candidate must be able to communicate effectively and efficiently in oral and written form with members of the health care team.
- 3. Motor:** Candidates should have sufficient motor function to perform laboratory procedures. This action requires the coordination of both gross and fine muscular movements, equilibrium, and functional use of the senses of touch and vision.
- 4. Intellectual:** Conceptual, Integrative, and Quantitative Abilities: These abilities include measurement, calculation, reasoning, analysis, and synthesis. Problem solving requires all of these intellectual abilities. In addition, the candidate should be able to comprehend three-dimensional relationships and to understand spatial relationships of structures.

5. Behavioral and Social Attributes: A candidate must possess the emotional health required for full utilization of his/her judgment, the prompt completion of all responsibilities, and the development of mature, sensitive relationships with patients and co-workers. Candidates must be able to tolerate physically taxing workloads and to function effectively under stress. They must be able to adapt to changing environments, to display flexibility and to learn to function in the face of uncertainties. Compassion, integrity, concern for others, interpersonal skills, interest, and motivation are all personal qualities that should be assessed during admissions and education process.

In its evaluation of applicants to the West Virginia University Pathologists' Assistant Program, the Admissions committee will approach each applicant with the following questions in mind. When an applicant does not meet a non-academic standard as defined above, and when this would in the professional judgment of the Committee, not satisfy the Pathologists' Assistant objectives for the student in performing laboratory procedures, education, and research, such opinion will be documented by the Admissions Committee.

The questions are not designed to disqualify an applicant but rather to give the Admissions Committee more complete information about an applicant's ability to meet these non-academic standards.

1. Is the candidate able to observe demonstrations and perform procedures in the basic sciences and clinical courses?
2. Is the candidate able to analyze, synthesize, solve problems and make judgments about results obtained on patient specimens?
3. Does the candidate have sufficient use of the senses of vision, hearing and somatic sensation necessary to perform the indicated laboratory procedures?
4. Can the candidate reasonably be expected to communicate the results of laboratory tests to other members of the health care team with accuracy, clarity, and efficiency?
5. Can the candidate reasonably be expected to learn and perform laboratory tests and operate instruments?
6. Can the candidate reasonably be expected to display good judgment in the analysis of procedure results?
7. Can the candidate reasonably be expected to accept criticism and respond by appropriate modification of behavior?
8. Can the candidate reasonably be expected to possess the perseverance, diligence, and consistency to complete the Pathologists' Assistant Program and to become a practicing Pathologists' Assistant?

Pathologists' Assistant Program Essential Functions Signature Page

I have read the attached Pathologists' Assistant Program Essential Functions and I believe that I am able to accomplish these functions as a student in the West Virginia University Pathologists' Assistant Program.

Signature

Date

Return "Essential Functions and Signature Page" with Application Form

Place a check in each box at the point that best describes the applicant.

	Outstanding	Good	Average	Poor	Unsatisfactory	Not Observed
WORK ETHIC Willingness to work Work habits Initiative						
RELIABILITY Dependability Judgment & honesty Perseverance						
COOPERATION Gets along with others Adaptable & agreeable						
LEADERSHIP SKILLS						
COMMUNICATION SKILLS						
MATURITY Emotional control Poise Handle stress						

Please make a statement regarding this applicant's strengths and weaknesses (or write a letter of recommendation that includes such).

Overall recommendation:

Strongly recommended
 Recommended

Recommended with reservations
 Do not recommend

Thank you very much for your help in evaluating this WVU Pathologists' Assistant Program applicant.

Please send your evaluation in an envelope with your signature across the seal to the following address:

Admissions Reference
 Cheryl Germain, Program Director
 Pathologists' Assistant Program
 Robert C. Byrd Health Science Center
 2189 Health Sciences North
 PO Box 9211
 Morgantown, WV 26506-9211

Place a check in each box at the point that best describes the applicant.

	Outstanding	Good	Average	Poor	Unsatisfactory	Not Observed
WORK ETHIC Willingness to work Work habits Initiative						
RELIABILITY Dependability Judgment & honesty Perseverance						
COOPERATION Gets along with others Adaptable & agreeable						
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COMMUNICATION SKILLS						
MATURITY Emotional control Poise Handle stress						

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 Cheryl Germain, Program Director
 Pathologists' Assistant Program
 Robert C. Byrd Health Science Center
 2189 Health Sciences North
 PO Box 9211
 Morgantown, WV 26506-9211

DIRECT ADMIT/ EARLY DECISION

Direct Admit:

Any junior student in the WVU Medical Laboratory Science program with a cumulative GPA of 3.25 has the opportunity to apply for direct admission to the Pathologists' Assistant program. Direct admit students will be required to submit 2 recommendations. Following review of all Direct Admit applications, a limited number will be offered an interview by the PA Admissions Committee.

Early Decision:

A student may apply at the end of the third year in college (90 semester hours), if they have met all pre-requisites with the exception of the baccalaureate degree. Students may be accepted contingent upon satisfactory completion of the bachelor's degree.

Early Decision applications are submitted during the designated application period for regular admissions.

PLEASE SIGN BELOW:

_____ I AM APPLYING FOR DIRECT ADMIT AS A JUNIOR IN THE MEDICAL LABORATORY SCIENCE PROGRAM WITH AT LEAST A 3.25 GPA.

_____ I AM APPLYING FOR EARLY DECISION AS A JUNIOR, HAVING MET ALL PRE-REQUISITES WITH THE EXCEPTION OF A BACCALAUREATE DEGREE.

PRINT NAME

SIGNATURE/ DATE

WEST VIRGINIA UNIVERSITY SCHOOL OF MEDICINE

STUDENT COMPUTER PROGRAM

All students entering the West Virginia University School of Medicine Pathologists' Assistant Program are required to participate in the Student Computer Program.

This system allows for standardization of accessibility to technologies necessary to our curriculum.

The computers are pre-loaded with pertinent software, and include easily accessible tech support and damage/ loss insurance.

There is a separate charge for the computer which must be paid independently from tuition. At the end of the program, ownership of the computer will be transferred to the student. Although the computer cost is paid for separately, it is included in your financial aid calculations. Please be aware of this out of pocket expense upon acceptance to the program.

More information is available at www.wvu.hsc.wvu.edu/som/pa. Questions regarding this mandatory program can be answered by Ms. Pam Carico (1-800-543-5650), the HSC Student Computer Program Coordinator.