



Black Hawk College
6600 34th Avenue
Moline, IL 61265
309-796-5000
www.bhc.edu

Dear Prospective Surgical Technologist Student:

Thank you for your interest in the Surgical Technologist program at Black Hawk College. Please review all information in the attached Application Instruction Packet before you apply to the Surgical Technology Program to ensure you complete all steps and include all required documents with your application. **Before** you apply to the Surgical Technology Program, you must apply to Black Hawk College at www.bhc.edu/apply. (Also, be aware that you may need to take prerequisite classes to be eligible to apply to the Surgical Technology program.)

Surgical Technology applications will be accepted **until April 30, 2025**. The admission process will be completed by the end of May 2025. Applications submitted after April 30th will be reviewed to fill any remaining spots after the first set of applications is processed. As the number of new students is limited to the availability of clinical sites, not all applicants will be admitted.

You may drop off your application at the Health Sciences Center Room 311 or mail to:

Surgical Technology Program
Black Hawk College
Health Sciences Center
6600 34th Avenue
Moline, IL 61265
ATTN: Stephanie Gray HSC311

Black Hawk College catalog and schedule of classes are available online at www.bhc.edu. The catalog may provide you with the answers to other questions such as financial aid and will familiarize you with general college information, office hours, etc.

The Surgical Technologist program staff looks forward to receiving your application.

Sincerely,

Marta Urdaneta, PhD
Dean of Health Sciences
and Interim Program Director Surgical Technologist Program
6600 34th Avenue
Moline, IL 61265



Surgical Technology Program 2025 Application Instructions

The goal of the Surgical Technology Program is to prepare competent, entry-level surgical technologists in the cognitive, sensory, affective and psychomotor learning domains. The curriculum includes both theory and practical application within the operating room setting. Students must achieve at least a “C” in all course work both general education and program specific courses.

The Surgical Technology program is a 2-year program designed to prepare individuals to perform the duties of a surgical technologist who functions in hospital operating rooms, delivery rooms and ambulatory care surgical centers. Upon completion of the program the graduate will be awarded an Associate of Applied Science degree (AAS).

The BHC Surgical Technology AAS program is accredited by the Commission on Accreditation of Allied Health Education Programs or CAAHEP (www.caahep.org) upon the recommendation of the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting or ARC/STSA (www.arcstsa.org).

Enrollment may be limited due to availability of clinical sites and not every student who applies is admitted. A potential applicant must be eligible to enroll in BIOL 145 Anatomy-Physiology I in the first semester of Surgical Technology courses in order to apply to the program. Therefore, it is important to review the prerequisite requirements for BIOL 145 in the Black Hawk College Catalog as you may need to take classes prior to applying to the Surgical Technology Program.

A candidate making application to the program will demonstrate satisfactory written and verbal communication skills and thought processes through their written personal statement submitted with the application. Selection consideration includes grammar, spelling punctuation, neatness, legibility, critical thinking, clarity of expression and appropriate professional communication. A face-to-face interview with the Surgical Technology Faculty may be scheduled after the admissions packet is received and reviewed.

Applicants will be evaluated on an admission rating scale. The rankings will be considered a component of the total admission criteria. A student who receives a program acceptance letter is required to return a confirmation within two weeks of receipt to verify their position in the program or their spot will be offered to another student.

ADMISSION REQUIREMENTS TO THE SURGICAL TECHNOLOGY PROGRAM

Application of the Surgical Technology Program requires the following steps:

- High School Diploma or General Education Development (GED) certificate
- Admission to Black Hawk College prior to submitting the Surgical Technology application.
- Complete and submit the Surgical Technology application.
- A physical examination and current immunizations.
- Background check.
- Courses required in the Surgical Technology program that were previously completed at Black Hawk College or are being transferred in from another college must show a Minimum Grade of “C”. Courses not meeting this requirement will need to be repeated.

Students must successfully document and meet all health care and background checks required by the Black Hawk College health career programs and/or the clinical sites prior to entry into the Surgical Technology Program. A physical examination and immunizations are required prior to beginning of clinical rotations.

General Admission Requirements to Black Hawk College

Applicants must meet college admission requirements in the Black Hawk College District as outlined in the college catalog. Applicants must have earned either a high school diploma or General Education Development (GED) certificate. For specific information, please refer to the college catalog found on the Black Hawk College website at www.bhc.edu.

Surgical Technology Program Application Packet Submission

Applicants must compile the materials listed below and submit them to Black Hawk College **AFTER** being admitted to Black Hawk College. Incomplete Packets will not be reviewed.

The Surgical Technology Program application packet must include the following items to be considered complete:

1. A completed Surgical Technology Program Application.
2. A copy of student transcript for each college previously attended – unofficial transcripts are acceptable for this application.
3. A photocopied catalog course description for each course taken outside Black Hawk College which applies to the surgical technology curriculum and for which the student seeks transfer credit. Course numbers on the catalog course descriptions must match those on the transcript. Course descriptions should be marked on the photocopy. Course descriptions are not required for courses completed at Black Hawk College.
4. If the applicant has never attended college, a photocopy of the student's high school diploma, high school transcript, or GED certificate.
5. Personal Statement of your interest in the Surgical Technology field and how you will succeed in the program.
6. Resume if applicant has worked in a healthcare setting as an employee, volunteer, or observer.
7. At least one letter of reference written on business letterhead and including the person's title (these may be sent separately). Suggestions for letters of recommendation would be a former instructor/teacher, employer or clinical/medical professional or personal.

When submitting your application by mail, address your envelope containing complete application materials to:

Surgical Technology Program
Black Hawk College
Health Sciences Building
6600 34th Avenue
Moline, IL 61265
ATTN: Stephanie Gray HSC311

When submitting your application in person, bring your envelope containing complete application materials to:

Surgical Technology Program
Black Hawk College
Health Sciences Building, Room 311

An applicant who applies and receives an acceptance letter / email is required to return a confirmation within two weeks of receipt of the acceptance letter/email to verify their space in the program. Those students who do not verify their acceptance within this timeframe will lose their spot in the program.

Students who are not selected for admission the semester for which they apply or students who decline their acceptance for that semester must resubmit their application packet to reapply during the next application filing period.

Late Application Filing

Should any space remain in the Fall class after the initial selection process is completed, late applications will be reviewed. Students selected from the late applicant pool will be notified of acceptance and will be filled on a first-come, first-serve basis until the the cohort is filled or the end of July at the latest. *NOTE: Late application spaces may not be available for every Surgical Technology cohort starting in the Fall semester.*

Coursework Completed Outside the United States

Coursework completed at colleges and universities outside the United States will be considered on an individual basis.

Experiential Learning

Black Hawk College's Surgical Technology Program does not accept credit for experiential learning as credit for any Surgical Technology Program courses.

General Information

1. The Surgical Technology Program at Black Hawk College admits a class of 16-18 students each Fall. *Black Hawk College reserves the right to make changes in program enrollment capacity.*
2. The Surgical Technology Program is a full-time program comprised of lecture, skills lab, and clinical experiences. Courses and labs are conducted in person, on campus during the daytime hours, clinical rotations are performed in-person at clinical sites, and one course is fully online. Students who plan to work while completing the program, or students who have significant family responsibilities are encouraged to plan their schedules to accommodate the time commitment which this program will require.
3. Students enrolled in the Surgical Technology Program will complete clinical rotations at sites assigned by their instructor(s). Students are responsible for their own transportation to campus and to/from their respective clinical assignment sites. Students will not receive payment for clinical rotations nor be paid for mileage to each site. *Clinical assignments are typically "day shift" or during the hours of 5:00am-4:00pm. Start and end times vary between clinical sites. Reliable transportation is an important consideration as clinical facilities may require driving significant distances (up to approximately 60 miles distance from Black Hawk College).*
4. All students enrolled in the Surgical Technology program are required by the clinical facilities to undergo a criminal background check and drug testing prior to beginning their clinical experience. Students are responsible for all charges incurred for criminal background checks. This procedure is conducted *after* a student has been accepted to their program. Results of these screenings are forwarded to the Program Director for review and verification that a student is eligible to attend a clinical rotation.

A clinical site reserves the right to remove a student from the facility for suspicion of substance use or abuse including alcohol. The clinical site reserves the right to request that a student submit to a repeat drug screening on the same day that the student is removed from the clinical site. Failure to comply will result in the student's immediate expulsion from the clinical site.

(NOTE: Should a Surgical Technology student be prohibited from attending a clinical site due to findings of a criminal background check and/or drug screening, the student may be dismissed from the Surgical Technology program with no opportunity to re-enter the program.)

Criminal Background Check: The criminal background check reviews a person's criminal history prior to the date of his or her first clinical rotation. The following histories will disqualify an individual from consideration for a clinical rotation:

- Felony convictions;
- Misdemeanor convictions or felony deferred adjudications involving crimes against persons (physical or sexual abuse);
- Felony deferred adjudications for the sale, possession, distribution, or transfer of narcotics or controlled substances;
- Registered sex offenders.

5. Financial Aid: Students should contact the Financial Aid Office for application forms, filing procedures, and deadlines.
6. Contact Information for the Surgical Technology Profession: Please visit the following website other information regarding the Surgical Technology profession: <https://www.ast.org/>

Program guidelines are subject to change. Students are advised to obtain the latest program information from the Black Hawk College Surgical Technology Program webpage at: <https://www.bhc.edu/academics/programs/surgical-technology/>

Surgical Technology (Associate of Applied Science)

FIRST YEAR

First Semester		Credits	
COMM	100	Communications Skills	3
ST	101	Surgical Tech Fundamentals	5
PSYC	101	Intro to Psychology OR	3
SOC	101	Principles of Sociology	3
BIOL	145	Anatomy-Physiology I (see prerequisites below) <i>Biology 100, 101, or 105 "C" or better or appropriate Biology Competency Exam score AND Chemistry 101 or 110 "C" or better or appropriate Chemistry Competency Exam score</i>	4
			Total 15

Second Semester

BIOL	146	Anatomy-Physiology II	4
COMM	105	Essentials of English	3
ST	110	Surgical Technologist I	5
			Total 12

Summer Semester

BIOL	261	Microbiology	4
ST	112	Surgical Pharmacology (see prerequisite below) <i>Appropriate placement score or MATH 078 "C" or better</i>	3
			Total 7

SECOND YEAR

First Semester (2nd Year)

CS	100	Intro to Computers	3
ST	212	Surgical Tech Clinical II	6
ST	213	Surgical Technologist II	6
			Total 15

Second Semester

ST	214	Surgical Technologist III	6
ST	215	Surgical Tech Clinical III	6
			Total 12

GRAND TOTAL

Total Credits 61

A minimum grade of "C" is required in all courses.

BLACK HAWK COLLEGE
Surgical Technology Program Application

To be considered for the upcoming fall class in the Surgical Technologist program, all required forms (Application, Personal Statement, All College Transcripts, and at least 1 Letter of Recommendation) must be returned to Black Hawk College, Health Sciences Center, Attn: Stephanie Gray HSC 311, 6600 34th Avenue, Moline, IL 61265.

Name _____ Other Names Used (i.e. Maiden) _____

Address _____ Primary Phone # _____

City _____ State _____ Zip _____

BHC Student ID Number: _____

E-mail: _____

I. High School Background (Check all that apply):

_____ I am presently a senior in high school.

_____ I have a High School Diploma / GED

_____ I will need to take a Math Placement Test:
(Black Hawk College uses a placement test to determine placement in Math. If you have not taken any college Math courses, you must take the BHC placement test. Please contact the Advising Office at 796-5100, to schedule a test date/time. There is no cost to the student for taking this test.)

II. College Background (Check all that apply):

_____ I have applied and been accepted as a new student at Black Hawk College.

_____ I am a previous or current student at Black Hawk College.

Years attended _____

_____ I have completed and/or am currently enrolled for courses at another college(s).

College _____ Years attended _____

College _____ Years attended _____

III. Experience

1. Do you have experience in a health care setting? Yes No

If yes, please attach your resumé that includes your employment, volunteer and/or observation work in a healthcare setting and provide a brief description below:

2. Have you ever been convicted of any criminal offense in any state or in Federal court (other than minor traffic violation's)? Yes No

If yes, please explain/describe. _____

I have read the above, and to the best of my knowledge it is true, correct, and complete. I understand that any falsification or misrepresentation will be sufficient grounds for my dismissal from the program. I understand that completion of the Surgical Technologist program does not automatically guarantee a graduate the right to take the Licensing Examination or to become licensed as a Surgical Technologist.

Signature: _____

Date _____