

## Admissions Checklist

Applying to Mercy College can be a breeze. Planning ahead helps. Here's a checklist to keep you on track with the application process.

### To Do List

- Complete the online **Application for College Admission** or mail your application including the **\$30 Non-refundable Application Fee**.  
*The fee is waived if you visit campus.*
- Send your Official high school transcript and GED scores (if applicable) to the Admissions Office.  
*High school transcripts are required for all students including those who have previously attended or graduated from college. If you have completed a GED, a high school transcript and GED scores must be submitted to the Admissions Office.*
- Have your **Official ACT/SAT score report** sent to the Admissions Office.
- Send your **Official transcripts** from **ALL colleges and universities** attended to the Admissions Office.  
*Transcripts are considered official only when they are mailed directly from the school to the College and bear the school seal or the signature of a school official. Students who have completed one class at a college/university or withdrew from one semester, must submit a transcript from that institution to the Admissions Office.*
- Provide the Financial Aid Office a copy of their Military Discharge Form (DD214) or Basic Eligibility (DD2283), if applicable.
- If English is not your native language and you did not graduate from a U.S. high school you need to provide a passing Test of English as a foreign Language (TOEFL) score or take the COMPASS Reading test and achieve a score of 81 or higher.

## Application for College Admission

The Application for College Admission may be completed online at [mchs.edu/apply](https://mchs.edu/apply). The \$25 non-refundable application fee must be paid by credit card (Master Card, VISA, or Discover) online. The application may also be downloaded and mailed with the application fee. Upon request, the Admissions Office will mail you an application.

### An Official Transcript

A transcript is considered official when stamped with the official school seal, signed by the appropriate school official and received in a sealed envelope. During the application process, request that official transcript(s) be sent to the Mercy College Admissions Office from your high school and any colleges you have attended. Students who have completed one class at a college/university or withdrew from one semester, must submit a transcript from that institution to the Admissions Office.

**Admissions Office Mailing Address**  
**Mercy College of Health Sciences**  
**Office of Admissions**  
**921 6th Avenue, Suite A**  
**Des Moines, Iowa 50309-1222**

## Certificate / Associate of Science in Polysomnographic (Sleep) Technology Admission Requirements

The successful applicant for admission to the certificate or associate of science program must be admitted to the College and meet the criteria listed below. Admission to the College does not guarantee admission to a professional program. Upon being granted general College admissions, students may enroll in Liberal Arts and Science (LAS) courses in the Division of Liberal Arts and Sciences. Students are encouraged to take LAS courses at Mercy College to meet any unmet program requirements below:

### 150-hour Nursing Assistant Course Requirement

- Provide evidence of successful completion of a 150-hour Nursing Assistant Course taken within the past five years or proof that the applicant is a Registered Nurse (RN), Licensed Professional Nurse (LPN), Registered Respiratory Therapist (RRT), Certified Respiratory Therapist (CRT), Certified Polysomnographic Technologist (CPSGT) or Registered Electroencephalographic Technologist (R.EEG.T.). *If the 150-hour nursing assistant course was taken outside of Iowa, it will be reviewed by the Nurse Aide Course Coordinator to determine similarity of course content and skills competency.*

Students who have not completed the 150-hour Nursing Assistant course prior to applying to the College may take it concurrently with Liberal Arts and Sciences courses their first semester. The Nursing Assistant course must be completed before a student can begin PST 111. PSGT students will register for their Nursing Assistant course and any other courses they wish to take at College Orientation and Registration.

### Demonstrate the stated level of achievement in one of the following areas:

- Earn a high school or college cumulative GPA of 2.25 or higher on a 4.0 scale.
- Earn a GED score of 500 or higher.
- Earn an ACT composite score of 18 or higher. **Associate Degree candidates must have earned an ACT score of 19 or higher.**

If the above criteria are not met, students may be admitted if they meet one of the following:

- Earned an associate degree or higher from a regionally accredited college or university with a cumulative GPA of 2.25 or higher on a 4.0 scale.
- Completed nine college credit hours specific to the Mercy College PSGT curriculum, achieved a grade of "C" (not "C-") or higher in each course, and earned a cumulative GPA of 2.25 or higher on a 4.0 scale.
- Associate of Science Degree Only:** Completed the Mercy College Polysomnographic Technology Certificate program with a cumulative GPA of 2.25 or higher on a 4.0 scale.

### Course Prerequisites

Demonstrate completion of **one year of high school** or **one semester of college-level** coursework with a grade of at least 2.0 ("C" not "C-") on a 4.0 scale in each of these required courses:

- Algebra I
- Biology
- English

### Interview Requirement

- Once the application and transcripts are received and it is determined the applicant meets the admission/academic requirements an interview will be scheduled with the Polysomnographic Technology Chair.

# psgt curriculum plan (Fall Start)

## Polysomnographic Technology Certificate

### Semester I (Fall)

Course #	Course	CR	Completed
BIO 133	Health Sciences Anatomy (with lab)	4	_____
MED 101	Medical Terminology	1	_____
PST 111*	Fundamentals of Polysomnographic Technology I	4	_____
PST 112*	Polysomnographic Instrumentation	4	_____
PSY 101	General Psychology	3	_____
<b>Semester Total Hours</b>		<b>16</b>	_____

### Semester II (Spring)

Course #	Course	CR	Completed
BIO 134	Health Sciences Physiology (with lab)	4	_____
PHY 101	Physics (with lab)	4	_____
PST 121*	Fundamentals of Polysomnographic Technology II	4	_____
PST 122*	Applied Polysomnographic Technology	4	_____
<b>Semester Total Hours</b>		<b>16</b>	_____

### Semester III (Summer)

Course #	Course	CR	Completed
ENG 101	English Composition	3	_____
PST 131*	Clinical Practicum	10	_____
PST 132*	Professional Seminar	3	_____
<b>Semester Total Hours</b>		<b>16</b>	_____

**PSGT Certificate Program Total Hours 48**

## Associate of Science in Polysomnographic Technology Completion

Upon completion of the Polysomnographic Technology certificate, you may take an additional 30 credit hours to earn an Associate of Science degree.

Course #	Course	CR	Completed
BIO 302	Pathophysiology	3	_____
HCA 301	Healthcare Delivery in the U.S.	3	_____
HCA 304	Human Resources Management	3	_____
PHI 110	Critical Thinking in a Diverse World	3	_____
PHI 280	Caring in a Diverse Health Care Environment	3	_____
PHI 320	Bioethics	3	_____
PST 241	Advanced Polysomnography	3	_____
PSY 202	Developmental Psychology	3	_____
SLP 999	Service Learning Project	0	_____
SOC 102	Sociology	3	_____
	Social sciences / Humanities elective	3	_____
<b>Total Hours</b>		<b>30</b>	_____

**PSGT Degree Program Total Hours 78**

\*PST courses must be taken sequentially. For course descriptions and prerequisites please visit [mchs.edu/descriptions](http://mchs.edu/descriptions).

## Advanced Degree Options

Students who successfully complete the program have the opportunity to advance into the **Bachelor of Science in Allied Health, Health Care Administration** or **Health Science** at Mercy College.

### Office Use Only

Student Name: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

Term:  Fall  Spring  Summer \_\_\_\_\_ (Year) Reviewed by: \_\_\_\_\_

Student Status:  First-time College Student  Transfer Student

Admitted to program  Pending Prerequisite(s)  Provisional  Deny  File Complete

#### Required Prerequisites Met:

150-hour NA  Algebra I  Biology  English  Interview\*

\*Program Chair will provide the required information and forms.

High School: \_\_\_\_\_ Date of Graduation \_\_\_\_\_

GPA \_\_\_\_\_ ACT (COMP) \_\_\_\_\_ ACT (MATH) \_\_\_\_\_ GED \_\_\_\_\_

College(s) & GPA(s): \_\_\_\_\_

Comments: \_\_\_\_\_