

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 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**. The 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

Bachelor of Science in Allied Health Completion Admission Requirements

The successful applicant for admission to the bachelor of science degree program must be admitted to the College and meet the criteria listed below:

Official Documentation

- Provide an official transcript from an accredited allied health program, along with official transcripts from all other colleges attended.
- Achieve a minimum cumulative GPA of 2.5 or higher on a 4.0 scale.
- Submit a copy of a current, valid certificate and/or license to practice in chosen discipline.

bsah curriculum plan

Professional Component

Prerequisite: Professional Component Required

Course #	Course	CR	Completed
	Professional Licensure/Certification	37	_____
Applied Credit Hours to Program		37	_____

Allied Health Courses

Required for Both Tracks (12 Credit Hours)

Course #	Course	CR	Completed
EDU 480	Essentials of Preceptorship	3	_____
HCA 301	Health Care Delivery in the United States - A Consumer Perspective	3	_____
MGT 305	Principles of Management	3	_____
MGT 324	Information Resources in Health Care	3	_____
Total Hours		12	_____

Concentration Courses

Leadership/Administration Track (15 Credit Hours)

Course #	Course	CR	Completed
MGT 303	Health Care Economics	3	_____
MGT 304	Human Resources Management	3	_____
MKT 320	Marketing Strategies	3	_____
MGT 404	Legal/Ethical Aspects of Health Care	3	_____
MGT 415	Financial Management	3	_____
Leadership/Admin. Track Total Hours		15	_____

Education Track (15 Credit Hours)

Course #	Course	CR	Completed
EDU 301	Educational Methodologies	3	_____
EDU 350	Education Psychology	3	_____
EDU 410	Curriculum Development	3	_____
EDU 430	Staff and Professional Development	3	_____
EDU 440	Public Health Advocacy	3	_____
Education Track Total Hours		15	_____

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:

Transcript from accredited allied health program Copy of current, valid certificate/license

Liberal Arts and Sciences Courses

Humanities (19 Credit Hours)

Course #	Course	CR	Completed
ENG 101	English Composition I	3	_____
ENG 350	Advanced Composition	3	_____
PHI 110	Critical Thinking in a Diverse World	3	_____
PHI 280	Caring in a Diverse Health Care Environment	3	_____
PHI 302	Applied Critical Thinking	3	_____
SPE 105	Small Group Communication	1	_____
	Humanities elective (300/400 level)	3	_____
Humanities Total Hours		19	_____

Natural Sciences (19 Credit Hours)

Course #	Course	CR	Completed
BIO 132	Health Science Microbiology (with Lab)	4	_____
BIO 133	Health Science Anatomy (with Lab)	4	_____
BIO 134	Health Science Physiology (with Lab)	4	_____
	Natural Science electives (300-400 level)	7	_____
Natural Sciences Total Hours		19	_____

Social Sciences (15 Credit Hours)

Course #	Course	CR	Completed
PSY 101	General Psychology	3	_____
PSY 202	Developmental Psychology	3	_____
SLP 999	Service Learning Project	0	_____
SOC 102	Sociology	3	_____
	Social sciences electives (300-400 level)	6	_____
Social Sciences Total Hours		15	_____

Mathematical Sciences (9 Credit Hours)

Course #	Course	CR	Completed
MAT 105	College Algebra	3	_____
STA 402	Statistics	3	_____
STA 408	Introduction to Research	3	_____
Mathematical Sciences Total Hours		9	_____

BSAH Degree Program Total 126

For course descriptions and prerequisites please visit mchs.edu/descriptions.

College(s) & GPA(s): _____

Comments: _____