

# ELECTRONEURODIAGNOSTIC (EEG/END) TECHNOLOGY

GATEWAYCC.EDU/EEGEND-TECHNOLOGY

[INFORMATION PACKET]



HEALTH SCIENCES



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The Maricopa County Community College District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/504 concerns, call the following number to reach the appointed coordinator: (480) 731-8499. For additional information, as well as a listing of all coordinators within the Maricopa College system, <http://www.maricopa.edu/non-discrimination>.

For the latest information on programs, graduation rates and other important consumer information, please visit our website at [gatewaycc.edu](http://gatewaycc.edu)



## Electroneurodiagnostic Technology

Dear Prospective Student,

Thank you for your interest in our fully accredited Electroneurodiagnostic Technology (EEG/END) AAS degree Program. Electroneurodiagnostic Technology is the allied health field devoted to the recording and study of the electrical activity of the brain and nervous system. The most well-known neurodiagnostic procedure, is the Electroencephalogram (EEG), which records the on-going electrical activity of the brain and assists in the diagnosis of a variety of neurological problems.

This program includes classroom instruction, on-line Canvas assignments and supervised clinical experience at local hospitals. There are program prerequisites which must be completed prior to entering this program and prior to being placed on the numbered list of individuals eligible to begin the program. This information and application packet will provide you with answers to most of your questions about the program, the prerequisites, and the planned schedule of courses. To ensure that you are prepared for accessing the Canvas course work, please review the Canvas requirements for online accessibility, <https://learn.maricopa.edu/login/ldap>

There is a local and national need for Electroneurodiagnostic Technologists, also known as EEG Technologists or END Technologists. After completing the EEG/END AAS Program, students may elect to continue their training in related Neurodiagnostic Technology fields such as surgical monitoring, long-term monitoring, evoked potentials and nerve conduction studies (peripheral nerve activity) while working on the job.

Depending on the General Education courses you may need, the EEG/END Technology classes require five to seven semesters to complete (approximately 22-30 months). Please contact our Health Science Academic Advisors to obtain more information regarding these changes to the Program and what it means to you.

If you have any additional questions or wish to submit an application for admission to the program, please contact a Health Sciences Academic Advisor at (602) 286-8181. If, after talking to an advisor, you still wish to speak with someone, please send an email to: [Baljeet.Gill@gatewaycc.edu](mailto:Baljeet.Gill@gatewaycc.edu). ALL Applications and Documentation of pre-requisites should be sent to the Gateway Community College Admissions and Records office.

Sincerely,

Bali Gill, MBBS, RPSGT  
Director Electroneurodiagnostic Technology Program  
[Baljeet.Gill@gatewaycc.edu](mailto:Baljeet.Gill@gatewaycc.edu)  
<http://www.gatewaycc.edu/eegend-technology>

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## CAREER OVERVIEW

Electroneurodiagnostic Technology is the allied health field devoted to the recording and study of the electrical activity of the brain and nervous system. The most well-known procedure is the Electroencephalogram (EEG), which records the on-going electrical activity of the brain. As an Electroneurodiagnostic (END) Technologist you will be working one-on-one with patients in a health care setting. You will be responsible for diagnostic testing procedures utilizing computerized systems, which record the on-going electrical activity of the brain and assist in the diagnosis of a variety of neurological problems.

## DEGREE REQUIREMENTS - ELECTRONEURODIAGNOSTIC TECHNOLOGY PROGRAM (EEG/END)

### ADMISSION CRITERIA

1. Formal application can be made at any time.
2. Formal admission to the program is required.
3. Background Check Requirements: Admission to an Allied Health program requires that students be in compliance with the Maricopa County Community College District Background Check standards. Upon conditional program enrollment, the student must comply with all requirements of the MCCCDC background check policy.
4. Clinical Health and Safety requirements must be met. Upon conditional program enrollment, the student must comply with all requirements of the MCCCDC clinical health and safety policy.
5. Inability to comply with Background Check requirements and/or Clinical Health and Safety requirements at the start of classes may result in cancellation of enrollment.

### PROGRAM PREREQUISITES

All prerequisites outlined below in Semesters one (1) & two (2) must be completed before starting the program except *the HCC courses in this Semesters two (2) & four (4) may be taken as program prerequisites or concurrent with required courses, but these courses must be completed prior to clinical rotations if taken concurrent with required courses.*

Successful Completion of the program prerequisite college courses with a "C" or better.

Prerequisites for program – Credits: 10-19		Credits
BIO160	Introduction to Human Anatomy and Physiology <b>OR</b>	4
+BIO201	Human Anatomy and Physiology I <b>AND</b>	4
+BIO202	Human Anatomy and Physiology II	4 - 8
	Students selecting BIO201 <b>and</b> BIO202 must complete the prerequisite courses BIO156 <b>or</b> BIO181.	
+BIO156	Introductory Biology for Allied Health <b>OR</b>	4
+BIO181	General Biology (Majors) I <b>OR</b>	4
	One year high school biology with a grade of C or better	0 - 4
	COM+++++ Any approved general education course from the Oral Communication area	3
+ENG101	First-Year Composition <b>OR</b>	3
+ENG107	First-Year Composition for ESL	3
HCC145	Medical Terminology for Health Care Professionals <b>OR</b>	3
HCC146	Medical Terminology for Health Care Professionals <b>OR</b> Graduate of an allied health education program that is patient care related	3
		0 - 3
+MAT120	Intermediate Algebra <b>OR</b>	5
+MAT121	Intermediate Algebra <b>OR</b>	4
+MAT122	Intermediate Algebra <b>OR</b> equivalent course <b>OR</b> satisfactory completion of a higher level mathematics course.	3

## EEG/END TECHNOLOGY AAS DEGREE PROGRAM

Prerequisites for program – Credits: 10-19		Credits
BIO160	Introduction to Human Anatomy and Physiology OR	4
+BIO201	Human Anatomy and Physiology I AND	4
+BIO202	Human Anatomy and Physiology II Students selecting BIO201 and BIO202 must complete the prerequisite courses BIO156 or BIO181.	4 - 8
+BIO156	Introductory Biology for Allied Health OR	4
+BIO181	General Biology (Majors) I OR One year high school biology with a grade of C or better	4 0 - 4
	COM+++++ Any approved general education course from the Oral Communication area	3
+ENG101	First-Year Composition OR	3
+ENG107	First-Year Composition for ESL	3
HCC145	Medical Terminology for Health Care Professionals OR	3
HCC146	Medical Terminology for Health Care Professionals OR	3
	Graduate of an allied health education program that is patient care related	0 - 3
+MAT120	Intermediate Algebra OR	5
+MAT121	Intermediate Algebra OR	4
+MAT122	Intermediate Algebra OR equivalent course OR satisfactory completion of a higher level mathematics course.	3
The following courses may be taken as program prerequisites or concurrent with required courses. HCC courses must be completed prior to clinical if taken concurrent with required courses.		
HCC/RES109	CPR for Health Care Provider OR Proof of Current Health Care Provider CPR Certification	0.5 0 - 0.5
HCC130	Fundamentals in Health Care Delivery OR	3
HCC130AA	Health Care Today AND	0.5
HCC130AB	Workplace Behaviors in Health Care AND	0.5
HCC130AC	Personal Wellness and Safety AND	0.5
HCC130AD	Communication and Teamwork in Health Care Organizations AND	0.5
HCC130AE	Legal Issues in Health Care AND	0.5
HCC130AF	Decision Making in the Health Care Setting OR work experience or equivalent course education as evaluated by the GateWay Health Core Curriculum Coordinator	0.5 0 - 3
HCC146	Common Medical Terminology for Health Care Professionals OR	2
HCC145	Medical Terminology for Health Care Professionals	2 - 3
+HCC164	Pharmacology for Allied Health	0.5
+HCC200	Basic Client Care for Allied Health OR work experience or equivalent course education as evaluated by the GateWay Health Core Curriculum Coordinator	0.5 0.5

## PROGRAM MAPPING BY SEMESTER

All prerequisites outlined below in Semesters one (1) & two (2) must be completed before starting the program except the HCC courses in this Semesters two (2) & four (4) may be taken as program prerequisites or concurrent with required courses, but these courses must be completed prior to clinical rotations if taken concurrent with required courses.

Successful Completion of the program prerequisite college courses with a "C" or better.

### EEG/END TECHNOLOGY AAS DEGREE PROGRAM (BY SEMESTER)

Semester 1 – Credits: 10-16

**\*\*The courses in this term are Program prerequisites and must be completed prior to starting the program.**

Students selecting BIO201 and BIO202 must complete the prerequisite courses BIO156 or BIO181.			
+	BIO156	Introductory Biology for Allied Health (4) OR	
+	BIO181	General Biology (Majors) I (4) OR	
	One year high school biology with a grade of C or better (0)		0 – 4
	BIO160	Introduction to Human Anatomy and Physiology – Lecture/Lab (4) OR	
+	BIO201	Human Anatomy and Physiology I (4)	4
+	ENG101	First-Year Composition (3) OR	
+	ENG107	First-Year Composition for ESL (3) OR	
+	ENG111	Technical and Professional Writing (3)	3
+	MAT120	Intermediate Algebra (5) OR	
+	MAT121	Intermediate Algebra (4) OR	
+	MAT122	Intermediate Algebra (3) OR	
	Equivalent course OR Satisfactory completion of higher-level mathematics course		3 – 5

Semester 2 – Credits: 0-7

**\*\*The HCC courses in this term may be taken as program prerequisites or concurrent with required courses, but these courses must be completed prior to clinical rotations if taken concurrent with required courses.**

+	BIO202	Human Anatomy and Physiology II (4)	0 – 4
+	HCC130	Fundamentals in Health Care Delivery OR	
+	HCC130AA	Health Care Today (0.5) and	
+	HCC130AB	Workplace Behaviors in Health Care (0.5) and	
+	HCC130AC	Personal Wellness and Safety (0.5) and	
+	HCC130AD	Communication & Team Work in Health Care Organizations (0.5) and	
+	HCC130AE	Legal Issues in Health Care (0.5) and	
+	HCC130AF	Decision Making in Health Care Setting (0.5)	0 – 3

### REQUIRED COURSES FOR EEG/END AAS DEGREE PROGRAM

Semester 3 / Fall – Credits: 14

+	EEG115	Biomedical Electronics I – Lecture	2
+	EEG116	Biomedical Electronics II – Lecture	3
+	EEG130	Introduction to EEG – Lecture/Lab	4
+	EEG140	Basic Electroneurodiagnostic Skills – Lecture	1

+	EEG140LL	Basic Electroneurodiagnostic Skills – Lab	1
+	EEG210	Applied Neurophysiology – Lecture	3

\*\* The HCC courses in this term must be completed prior to clinical rotations if taken concurrent with required courses.

Semester 4 / Spring – Credits: 6–13.5

+	EEG201	Intermediate EEG – Lecture	3
+	EEG201LL	Intermediate EEG – Lab	1
+	EEG206	Advanced EEG – Lecture	1
+	EEG206LL	Advanced EEG – Lab	1
	HCC145	Medical Terminology for Health Care Workers (3) OR	
	HCC146	Common Medical Terminology for Health Care Workers (2)	2 – 3
+	HCC164	Pharmacology for Allied Health	0.5
+	HCC200	Basic Client Care for Allied Health OR Work Experience or equivalent course education as evaluated by the GateWay Health Core Curriculum Coordinator	0 – 0.5
	HCC/RES109	CPR for Health Care Provider (0.5) OR Proof of Current Health Care Provider CPR Certification (0)	0 – 0.5
+	CRE101	College Critical Reading (3) OR	
+	CRE111	Critical Reading for Business/Industry (3) OR Equivalent assessment	0 – 3

Semester 5 / Summer – Credits: 6

+	EEG200	Clinical Rotation I	3
+	EEG205	Applied Evoked Potentials and Nerve Conduction Studies – Lecture	1
+	EEG205LL	Applied Evoked Potentials and Nerve Conduction Studies – Lab	1
+	HRC101	Overview of Healthcare Compliance	1

Semester 6 / Fall – Credits: 8

+	EEG207	Electroneurodiagnostic Record Review	4
+	EEG211	Clinical Rotation II	3
+	EEG282AA	Volunteerism for END Technology: Service Learning Experience	1
	Any approved general education course from the Oral Communication area		3

Semester 7 / Spring – Credits: 3-12

+	EEG220	Clinical Rotation III	3
+	ENG102	First-Year Composition (3) OR	
+	ENG108	First-Year Composition for ESL (3) OR	
+	ENG111	Technical and Professional Writing (3)	3
	PSY101	Introduction to Psychology	3
	Any approved general education course from the Humanities, Arts and Design area		2 – 3

Please see the Center for Curriculum & Transfer Articulation for the full descriptions of program requirements. Major: 3136 Associates of Applied Science total program credits: 60.5-79.5

## ESTIMATED PROGRAM COSTS

The estimated cost for the program is outlined in the chart below. The student is responsible for providing transportation, housing, and uniforms.

### AAS Degree Program

Tuition* (37 credit hrs @ \$85 a credit hr) <sup>1</sup> .....	\$	3,145
Program Prerequisite Tuition (12.5 - 27.5 credit hrs @ \$85 a credit hr) <sup>1</sup> .....		1,063 – 2,338
General Education Tuition (11-15 credit hrs @ \$85 a credit hr) <sup>1</sup> .....		946 – 1,275
Registration fees (\$15 per semester) .....		105
Course / Lab Fees .....		170 - 275
Equipment / Supplies .....		100
Books .....		1,044 – 2,551
Other Program Costs: Health/Safety Requirements, etc. <sup>2</sup> .....		217 – 882
	<b>Total Estimated Costs</b>	<b><u>\$6,790 – 10,471</u></b>

### ADDITIONAL COSTS AFTER PROGRAM COMPLETION/GRADUATION

Board of Registered Electroencephalographic Technologists Examinations I & II (subject to change) .....	\$	800
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### **Out-of-County residents pay \$401\* / Out-of-State residents pay \$326\*\* a credit hr <sup>1</sup>**

\* Rates are set according to Arizona Revised Statute. Applies only to counties with no community colleges.

\*\* According to Arizona Revised Statute, 15-1802 F, "A person who is a member of an Indian tribe recognized by the US Department of the Interior whose reservation land lies in this state and extends into another state and who is a resident of the reservation is entitled to classification as an in-state student." Therefore, unclassified and out of state surcharges do not apply to such students.

Students must also plan on the expense of driving to clinical locations across the metropolitan Phoenix and outlying areas. Several clinical affiliates are not on bus routes so one's own private transportation vehicle is necessary.

- <sup>1</sup> Tuition and fees are set by the Maricopa Community College Governing Board and approved by the State Board of Directors for Community Colleges; all fees are subject to change. Tuition is higher for non-county residents; visit [www.gatewaycc.edu](http://www.gatewaycc.edu) for more information.
- <sup>2</sup> Drug screening is required. Any rejection will disallow student entrance into clinical unless reversed on appeal. The cost for this test is the responsibility of the student.
- <sup>3</sup> As of September 1, 2011, background checks are now required for all MCCCCD Allied Health Students; this background check must be completed prior to orientation.
- <sup>4</sup> Costs may be less or more than listed based on a student's individual health record in respect to being in compliance with the immunization requirements for the clinical experience.

**Tuition is charged per academic credit hour, according to your residency classification or status. Fees may vary, and will be assessed at the time of registration.**

**For more information please visit <https://www.maricopa.edu/become-a-student/tuition-paying/tuition-cost-chart>**



### IMMUNIZATION AND TB TESTING REQUIREMENTS

All health and safety is now completed digitally. The health and safety requirements are subject to change based on the requirements of our clinical partners. Once a student has been accepted into a program for the start of an upcoming semester, clinical requirements will be sent out.

### MCCCD BACKGROUND CHECK POLICY REQUIREMENTS

Students seeking admission to an MCCC CD Allied Health or Nursing Program (Program) will be required to obtain a valid Level-One Arizona Department of Public Safety Fingerprint Clearance Card (FCC Card) AND a passing score on an MCCC CD background check. This policy precludes MCCC CD faculty or staff from assigning students to a clinical experience who cannot meet the new requirements.

Upon admission to the program, students are required to present a copy of the DPS card and apply for the MCCC CD Background Check. Students bear the financial costs for both the MCCC CD Background Check and the AZ Fingerprint Clearance Card. Students will receive Information regarding the MCCC CD Background Check after admission, but prior to the beginning of the program.

**We encourage students to apply for the card early in the application process. Please allow a minimum of eight weeks processing time for the DPS Level-One Fingerprint Clearance card.** The card is valid for six years from the date of issue.

### DRUG SCREENING

Each student must go through a preclinical drug screen prior to beginning the first clinical rotation. The cost for tests will be the responsibility of the student. The urine drug screen will test for illegal drugs, or drugs that may impair judgment while in the clinical agency. If the drug test is positive for the illegal drugs or undocumented prescription drugs, the student will not be able to continue in the program.

**MCCC CD policy regarding medical marijuana:** "Medical marijuana, or its metabolite, is not an accepted substance in urine drug screens and will result in a positive urine drug screen. Students with a prescription for medical marijuana would not be considered exempt from urine drug screening". Readmission is at the discretion of the college and the program.

## FREQUENTLY ASKED QUESTIONS

### What type of people make the best Electroneurodiagnostic (EEG/END) Technologists?

EEG/END Technologists are people who:

- ✓ Enjoy providing patient care
- ✓ Enjoy working with high-tech equipment
- ✓ Can think on their feet
- ✓ Work well as part of a team
- ✓ Can adapt to a dynamic and changing work environment
- ✓ Can adapt well to working variable shifts, including day, evening and night shifts

### What are the essential functions of a EEG/END Technologist?

- ✓ Demonstrate visual acuity and auditory ability to assess the condition of a patient and administer effective patient care.
- ✓ Demonstrate manual dexterity, eye-hand coordination, fine and gross motor skills, and tactile abilities to perform functions as a EEG/END Technologist.
- ✓ Demonstrate critical thinking and problem-solving skill for effective patient management and implementation of selected treatment interventions.
- ✓ Maneuver equipment in a patient's room or neurodiagnostic laboratory.
- ✓ Work in stressful situations that require quick thinking and the simultaneous coordination of a variety of activities.

- ✓ Demonstrate physical agility to respond to patient and family needs, including unexpected changes in the patient's status.
- ✓ Demonstrate the physical ability to assist patients in ambulating, positioning in bed, and transferring to and from chair, wheelchair, bed or gurney.
- ✓ Demonstrate proper body mechanics for lifting.
- ✓ Lift objects in excess of 50 pounds with assistance, with frequent lifting and/or carrying objects weighing 50 pounds or more.
- ✓ Tolerate prolonged standing, stooping, squatting, bending, pushing, and pulling.
- ✓ Demonstrate ability to read, write, understand and speak English.
- ✓ Demonstrate effective verbal and non-verbal communication skills with internal and external customers.

*Students who are unable to perform these functions, with or without reasonable accommodations, may be unsafe in the clinical environment and thus may likely be unsuccessful in the program.*

**Can I continue in the program if I am pregnant or become pregnant?**

The student has the option of remaining in the Program and continuing her education without notification or interruption. This decision should be made in consultation with her physician. If the student chooses to take a leave of absence from the Program during the pregnancy, she will be allowed to re-enter the Program once the period of convalescence is complete. Based upon the length of absence from training, the student may be required to re-certify in specific clinical competencies prior to graduation. Placement into the original clinical site is not guaranteed, but another training site will be provided for the student. The student must complete all Program and institutional graduation requirements prior to graduation as outlined in the college catalog.

**What happens when I am accepted into the Program?**

All applicants accepted into the Program will be notified through GateWay Community College's Student Google e-mail. Information regarding registration and an orientation session will be sent to the admitted applicants along with the admittance email.

Admitted applicants must return the formal email notification indicating their intent to attend the program. *IF THE ACKNOWLEDGEMENT IS NOT RETURNED BY THE DATE SPECIFIED, THE APPLICANT'S POSITION IN THE PROGRAM WILL BE FORFEITED.*

**How long does it last?**

Currently this program is 5 semesters or about 22 months in duration, excluding prerequisites and General Education courses for the AAS degree.

**What times and days must students be available?**

On campus END classes will be held in the morning, afternoon and evening hours between 8am and 10:00 p.m. All clinical experiences will occur on weekdays (two days per week) between the hours of 7 a.m. and 5 p.m. Working students must plan their work schedule to be fully available for all class and clinical hours.

**Where will the END classes and clinical experiences be held?**

Classroom courses will be held on the GateWay campus. Students must be able to provide their own transportation to meet this requirement.

Clinical experiences will be provided at local hospitals and clinics. All clinical experiences will be under the supervision of a registered EEG technologist (R. EEG T.). During the program, students will rotate to different clinical sites. Students must be able to provide their own transportation to meet this requirement.

**How is the program structured and what courses are required?**

This five semester program is divided into modules of varying duration. All courses must be taken in sequence and all students move together as a cohort through the program. There may be a short break between some modules.

**How many credits is this program?**

The AAS Program in END Technology includes 36-credits in END Technology along with prerequisites and general education credits which may vary per student. Please see the attached list of courses.

**Who are my contacts as I get ready to participate in this program?**

It is always recommended that you begin by meeting with one of the Health Science Academic Advisors located in the lobby of the Center for Health Careers building (CHCE).

Baljeet Gill, Director of Electroneurodiagnostic Technology Program is your primary contact person for specific program content questions, e-mail contact is preferred: [Baljeet.Gill@gatewaycc.edu](mailto:Baljeet.Gill@gatewaycc.edu).

Send all required documentation of prerequisites to the Gateway Community College Admission and Records office.

**Is there a Program Orientation?**

Orientation will be scheduled for students accepted into the END Technology Program prior to the beginning of the program.

**If I have a criminal record, will that prohibit me from being successful in this career?**

Possibly, our clinical agreements with the healthcare facilities require that our students receive a Level One Fingerprint Clearance Card issued by the Arizona Department of Public Safety. Additionally, a student must not be listed on the Federal Government's Office of the Inspector General's Exclusion List and they must pass background checks required by our program clinical site hospitals. Students who are unable to obtain these clearances will be prohibited from attending their clinical rotations and will not be able to complete the program.

**ACCREDITATION**

The GateWay Community College Electroneurodiagnostic (EEG/END) Technology Program received accreditation in April 2009 by the Commission on Accreditation Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Committee on Accreditation for Education in Electroneurodiagnostics Technology.

GateWay Community College is a Maricopa Community College, accredited by the Higher Learning Commission ([hlcommission.org](http://hlcommission.org)), a regional accreditation agency recognized by the U.S. Department of Education. For the latest information on programs, graduation rates and consumer information, visit [gatewaycc.edu](http://gatewaycc.edu)

**Commission on Accreditation  
of Allied Health Education Programs**

1361 Park Street  
Clearwater, FL 33756  
727.210.2350

**Committee on Accreditation for Education in  
Electroneurodiagnostic Technology**

1449 Hill Street  
Whitinsville, MA 01588  
Phone: 978.338.6300

## POLICIES, RULES, REQUIREMENTS, AND REGULATIONS COMPLIANCE

- ❖ Policies, courses, programs, fees, and requirements may be suspended, deleted, restricted, supplemented, or changed through action of the Governing Board of the Maricopa Community Colleges.
- ❖ The Maricopa Community Colleges Governing Board reserves the right to change, without notice, any materials, information, curriculum, requirements, and regulations.
- ❖ Admission or graduation from any Allied Health program at GateWay Community College does not guarantee the student's professional certification, licensure, or employability. The student must comply with legal requirements of the profession. This may include provisions from Arizona Revised Statutes 41-1758.03 (sections B and C) regarding the denial of a fingerprint clearance card or being listed on the US government's Office of Inspector General's Exclusion List.
- ❖ Up to date Program material can be found online at <https://www.gatewaycc.edu/eegend-technology>

Students with related health care experiences not listed in the Program (Health Core Curriculum courses) Prerequisites/Co-requisite options, may request an evaluation for course competency equivalence by contacting the Health Sciences Division at 602-286-8477 or by contacting Admissions and Records at 602-286-8200.

## EEO STATEMENT

*The Maricopa County Community College District (MCCCD) is an EEO/AA institution and an equal opportunity employer of protected veterans and individuals with disabilities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, age, or national origin. A lack of English language skills will not be a barrier to admission and participation in the career and technical education programs of the District.*

*The Maricopa County Community College District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/504 concerns, call the following number to reach the appointed coordinator: (480) 731-8499. For additional information, as well as a listing of all coordinators within the Maricopa College system, <http://www.maricopa.edu/non-discrimination>.*

## COLLEGE COMMUNICATION

### **The following information is very important so you do not miss any notices:**

We communicate with students strictly through your Maricopa College email, not your personal email account.

We have a district-wide Google powered email system. This system is the way we send all official College communications concerning selective admissions, class enrollment, financial aid, tuition due dates and other important student information.

All students will need to check their new student e-mail regularly or forward the new student e-mail to a personal e-mail to ensure that all official college communication is received.

Students may access their new e-mail accounts directly from their Student Center once they log in at [my.maricopa.edu](http://my.maricopa.edu). 1st section "Student Communication Center".

The benefits to you include:

- Quicker response
- Convenience. You can receive & read email even if out-of-town
- Saves trees!

Go to [my.maricopa.edu](http://my.maricopa.edu) & log in to your account. Click on 'create an account' in the paragraph above the picture of the students to set up your student account. You may edit your information, such as

address, phone, etc. here also if you need to. This is a self-service for students, which includes registering for classes, adding/dropping classes, making payments, printing your class schedules, viewing financial aid & viewing your grades. If you have any technical issues, please call 1-888-994-4433.

## CONTACT INFORMATION

If you have any questions about the enclosed program material, please feel free to contact any of the following program contacts:

Baljeet Gill, MBBS, RPSGT, – Program Director / Preferred E-mail: [Baljeet.Gill@gatewaycc.edu](mailto:Baljeet.Gill@gatewaycc.edu)  
Phone: (602) 286-8495

Lucy Granillo, Health Sciences Academic Advisor / Phone: 602.286.8185

Email: [luciella.granillo@gatewaycc.edu](mailto:luciella.granillo@gatewaycc.edu)

### STEP 1: GET ADMITTED

#### Create MEID Account and Apply for Admissions

[maricopa.edu/admissions](http://maricopa.edu/admissions)

- Provide proof of identity to the college at which you applied.
- For tuition purposes, verify your residency status by providing a government issued ID.
- Submit prior education (if applicable) i.e. high school and/or college/university official transcript.
- Undecided on a major? Connect with [Counseling](#) and Career Services at your college.
- Visit the campus to familiarize yourself with the services and resources.
- Complete the FAFSA and scholarship applications at: [maricopa.edu/paying-for-college](http://maricopa.edu/paying-for-college).

### STEP 2: TAKE THE PLACEMENT TEST

#### Prepare, Study, and Schedule Test

[maricopa.edu/testing](http://maricopa.edu/testing)

- Prepare by reviewing the sample questions at [maricopa.edu/testing](http://maricopa.edu/testing).
- Placement test will ensure appropriate level of classes for enrollment.
- The Placement Test is not a pass/fail exam.
- The Placement Test is untimed and FREE.
- Bring your government issued photo ID on the day of testing.
- To review your test score results, ask for a Course Placement Chart.

### STEP 3: GET ENROLLED

#### Seek Academic Advisement

[maricopa.edu/advisement](http://maricopa.edu/advisement)

- Advisors will help with identifying courses and creating an Educational Plan to meet your academic goals.
- Meet with a Health Sciences Academic Advisors every semester prior to class registration.

The Health Sciences Academic Advisors are available by phone, email, or in person in the [CH Center for Health Careers Education Building](#), on the north side of campus during the following business hours:

#### Walk-in basis

Tuesday: 8 a.m. to 6 p.m.

Wednesdays: 8 a.m. to 2 p.m.

**Note:** *Students **must** check in 2 hours before closing time to ensure they will be seen.*

#### For an appointment call 602.286.8181

Monday, Thursday & Fridays by appointments. Decrease your waiting time by scheduling an appointment at [advisor@gatewaycc.edu](mailto:advisor@gatewaycc.edu) or by calling 602.286.8200.

**(During the Summer, college is closed on Fridays)**

Before you meet with an advisor, we recommend you check out the current [Catalog](#) to learn more about the programs that interest you. Let your advisor know if you have any questions or concerns.

If you have taken a class for college credit and you are interested in transferring credits to GateWay, you may better prepare for your meeting if you bring a copy of your transcripts to review with your advisor and then:

Arrange to have your official transcripts (from all colleges & schools previously attended) sent to:

**Attn: Admissions & Records**  
**108 N 40th Street**  
**Phoenix, AZ 85034-1704**

Bring a copy of your transcripts to review with your advisor. Your advisor can help you choose courses that will apply to most degrees and give you an introduction into your areas of interest.

#### **Register for Classes**

[maricopa.edu/register](http://maricopa.edu/register)

- Register for classes early to ensure the best schedule, maximize financial aid options, and to get prepared for a successful semester.
- Know when your tuition is due.

#### **Attend New Student Orientation**

[maricopa.edu/new-student-orientation](http://maricopa.edu/new-student-orientation)

- All new to college students must attend [New Student Orientation](#). Research shows that those who participate, have higher rates of attaining their goals.

### **STEP 4: PAY TUITION AND FEES**

#### **Explore Payment Options**

[maricopa.edu/paying-for-college](http://maricopa.edu/paying-for-college)

- Monitor your Student Center for current balance and pay on or before due date.
- Explore paying for college at [maricopa.edu/paying-for-college](http://maricopa.edu/paying-for-college).
- Complete the Free Application for Federal Student Aid (FAFSA) at [fafsa.gov](http://fafsa.gov).
- Explore college websites for [scholarships](#), such as the [Presidents' Scholarship](#) and more.

### **STEP 5: REVIEW PROGRAM REQUIREMENTS**

Each of our Health Science programs has unique requirements. We strongly encourage you to review the program packets and the current catalog for any specialties that you might consider. These resources will provide you with detailed program information regarding prerequisite courses and application procedures.

### **STEP 6: PROGRAM APPLICATION**

Many of the GateWay Community College Health Science programs have a special admissions procedure. The Electroneurodiagnostics (END) Program information packet contains detailed information regarding this process. You will receive notification of your acceptance via e-mail so you will want to keep your information current with GateWay Community Colleges Admissions and Records department.

## STUDENT SERVICES

The following are some of the services available to students.

**Advising** – The Health Sciences Academic Advisors are available by phone, email, or in person in the [CH Center for Health Careers Education Building](#), on the north side of campus during the following business hours:

### Walk-in basis

Tuesday: 8 a.m. to 6 p.m.  
Wednesdays: 8 a.m. to 2 p.m.

**Note:** *Students **must** check in 2 hours before closing time to ensure they will be seen.*

### For an appointment call 602.286.8181

Monday, Thursday & Fridays by appointments.  
Decrease your waiting time by scheduling an appointment at [advisor@gatewaycc.edu](mailto:advisor@gatewaycc.edu) or by calling 602.286.8200.

**(During the Summer, college is closed on Fridays)**

**Bookstore** – Available are textbooks and supplies for classes, call 602.286.8400. You may visit their website at: [www.efollett.com](http://www.efollett.com) and selecting “College Textbooks”.

**Counseling** – Academic, personal, or career counseling available. Call 602.286.8900.

**Employment** – Upon completion of the Electroneurodiagnostic Technology (EEG/END), contact the Career & Re-Entry Services, at 602.286.8500 for assistance.

**Financial Aid** – Available for qualified students. Contact the Financial Aid Office at 602.286.8300 or visit website: <http://enroll.gatewaycc.edu/FinancialAid/ApplyForFinancialAid/default.htm>

**Student Assessment Center** – Services include instructor makeup exams, the English, Math, and Reading COMPASS placement tests, and selected instruments required for acceptance into the Health Science or Nursing programs. Call 602.286.8160 for specific days and times tests are available.

**Tutoring Assistance** – Available through the Learning Center, 602.286.8800.

For a complete listing of student services, please refer to the college catalog, or visit GateWay's website: [www.gatewaycc.edu](http://www.gatewaycc.edu) or call college information at 602.286.8000.



**ELECTRONEURODIAGNOSTIC TECHNOLOGY PROGRAM (EEG/END) APPLICATION**

**GATEWAY COMMUNITY COLLEGE**  
**Attn: Bali Gill, MBBS, RPSGT**  
**108 N 40th Street CH1005**  
**Phoenix, AZ 85034-1704**  
[Baljeet.Gill@gatewaycc.edu](mailto:Baljeet.Gill@gatewaycc.edu)

**Page 1 of 3**

Please print clearly

LEGAL NAME (LAST)

(FIRST)

(MIDDLE)

ADDRESS (STREET)

(CITY)

(STATE)

(ZIP)

DAY PHONE NUMBER

EVENING PHONE NUMBER

E-MAIL ADDRESS

CELL PHONE NUMBER

STUDENT I.D. NUMBER

DATE OF APPLICATION

**CERTIFICATION**

I certify that the above answers are true, correct, and complete. I understand that any falsification or intentional misrepresentation of information on this application may be cause for dismissal from the Electroneurodiagnostic Technology Program and from the college.

SIGNATURE

DATE

# EEG/END ADMISSION APPLICATION CHECKLIST – ADVISOR REVIEW

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Student ID

\_\_\_\_\_  
Date

The following prerequisites must be completed prior to submitting your application. In order for a course to satisfy the prerequisite requirements, students must receive a minimum grade of “C” or 2.0. Applications without this Advisor Review form completed and signed by a GateWay Community College General or Healthcare Advisor will not be accepted.

Course	Course Title	Credits Required	College	Semester Completed or Enrolled	Grade
+ BIO156 + BIO181	<i>Students selecting BIO201 and BIO202 must complete the prerequisite courses BIO156 or BIO181.</i> Introductory Biology for Allied Health (4) <b>OR</b> General Biology (Majors) I (4) <b>OR</b> One year high school biology with a grade of C or better (0)	0 – 4			
BIO160 + BIO201 + BIO202	Introduction to Human Anatomy and Physiology – Lecture/Lab (4) <b>OR</b> Human Anatomy and Physiology I (4) <b>AND</b> Human Anatomy and Physiology II (4)	4 – 8			
+ ENG101 + ENG107 + ENG111	First Year Composition (3) <b>OR</b> First Year Composition for ESL (3) <b>OR</b> Technical and Professional Writing (3)	3			
+ MAT120 + MAT121 + MAT122	Intermediate Algebra or (5 credits) <b>OR</b> Intermediate Algebra (4 credits) <b>OR</b> Intermediate Algebra (3) <b>OR</b> Equivalent course <b>OR</b> Satisfactory completion of a higher level mathematics course	3 – 5			

***The following HCC courses may be taken as program prerequisites or concurrent with required courses, but these courses must be completed prior to clinical if taken concurrent with required courses.***

HCC/RES 109	CPR For Health Care Provider (0.5) <b>OR</b> Proof of Current Health Care Provider CPR Certification	0 – 0.5			
HCC130 HCC130AA HCC130AB HCC130AC HCC130AD HCC130AE HCC130AF	Fundamentals in Health Care Delivery (3) <b>OR</b> Health Care Today (0.5) <b>AND</b> Workplace Behaviors in Health Care (0.5) <b>AND</b> Personal Wellness AND Safety (0.5) <b>AND</b> Communication & Team Work in Health Care Organizations (0.5) <b>AND</b> Legal Issues in Health Care (0.5) <b>AND</b> Decision Making in Health Care Setting (0.5) <b>OR</b> Work experience or equivalent course education as evaluated by the GateWay Health Core Curriculum Coordinator	0 – 3			
HCC146 HCC145	Common Medical Terminology for Health Care Workers (2) <b>OR</b> Medical Terminology for Health Care Workers (3)	2 – 3			
+ HCC164	Pharmacology for Allied Health (0.5)	0.5			
+ HCC200	Basic Client Care for Allied Health (0.5) <b>OR</b> Work Experience or equivalent course education as evaluated by the GateWay Health Core Curriculum Coordinator	0 – 0.5			

American Heart Association Healthcare Provider CPR Card	Expiration Date
Level One Fingerprint Clearance Card (copy required)	Expiration Date

MCCCD Policy Background Check Acknowledgement  
(copy attached)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Student Name (printed)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Advisor Signature

\_\_\_\_\_  
Advisor Name (printed)

\_\_\_\_\_  
Date



**Allied Health and Nursing Programs  
Maricopa County Community College District  
Summary of Criminal Background Check Requirement**

*(Student Copy)*

**Overview of the Requirements**

In order for students to be admitted to or maintain enrollment in good standing in Maricopa County Community College District's ("MCCCD") Allied Health and Nursing programs ("Programs"), students must provide with their application to a Program all of the following:

- A copy of an Arizona Department of Public Safety Level-One Fingerprint Clearance Card ("Card"). Students are required to pay the cost of applying for the Card. Cards that are NOT Level-One status will not be accepted.
- An original version of the "**Criminal Background Check Disclosure Acknowledgement**" form attached to this Summary signed by the student.

At all times during enrollment in a Program, students must obtain and maintain BOTH a valid Level-One Fingerprint Clearance Card and passing disposition on supplemental background check performed by MCCCD authorized vendor. Admission requirements related to background checks are subject to change as mandated by clinical experience partners

**Implementation of the Requirements**

1. Students that are denied issuance of a Card may be eligible for a good cause exception through the Arizona Department of Public Safety. It is the student's responsibility to seek that exception directly with the department. Until the student obtains a Card and meets the other requirements for admission, he or she will not be admitted to a Program.
2. Students admitted to a Program whose Card is revoked or suspended must notify the Program Director immediately and the student will be removed from the Program in which they have been admitted or are enrolled. Any refund of funds would be made per MCCCD policy.
3. The **Criminal Background Check Disclosure Acknowledgement** directs students to disclose on the data collection form of the MCCCD authorized background check vendor all of the requested information as well as any information that the background check may discover. Honesty is important as it demonstrates character. Lack of honesty will be the basis for denial of admission or removal from a Program if the information that should have been disclosed but was not would have resulted in denial of admission. Failure to disclose other types of information constitutes a violation of the Student Code of Conduct and may be subject to sanctions under that Code. Students have a duty to update the information requested on the [background check vendor] data collection form promptly during enrollment in a Program. The [background check vendor] data collection form may ask for the following information but the form may change from time to time:
  - Legal Name
  - Maiden Name
  - Other names used
  - Social Security Number
  - Date of Birth
  - Arrests, charges or convictions of any criminal offenses, even if dismissed or expunged, including dates and details.
  - Pending criminal charges that have been filed against you including dates and details.
  - Participation in a first offender, deferred adjudication or pretrial diversion or other probation program or arrangement where judgment or conviction has been withheld.

The authorized MCCCD background check vendor will be asked to pass or fail each student based on the standards of MCCCD's clinical experience partners that have established the most stringent requirements. The sole recourse of any student who fails the background check and believes that failure may have been in error is with the background check vendor and not MCCCD.



**Allied Health and Nursing Programs  
Maricopa County Community College District  
Summary of Criminal Background Check Requirement**

*(Student Copy)*

***(Student: Sign and Attach to Application)***

All allied health and nursing students who seek to enroll in MCCCCD healthcare programs must complete a Criminal Background Check. The outlined criteria have been created based on MCCCCD's largest clinical experience hospital partners. These partners have stringent background check standards that preclude MCCCCD from assigning students to their sites who cannot meet those standards. In order for MCCCCD students to be able to continue to complete clinical experiences at local hospitals, students must meet these standards.

For persons wishing to enroll in a Program the person must meet the following standards:

- Possession of a valid Arizona Department of Public Safety Level One Fingerprint Clearance Card. Students who currently possess a DPS Card that is another level will not be allowed entrance into a health care program. Students are required to pay the cost of obtaining this background check. If the Level-One Fingerprint Clearance Card is revoked or suspended at any time during the admission process or while enrolled in a MCCCCD healthcare program a student must notify the Program Director immediately and he or she will be removed from the Program. Please see the "Frequently Asked Questions" sheet for details regarding the DPS Card.
- Each student must provide documentation that he or she has completed and "passed" a MCCCCD-supplemental background check through the approved vendor **CastleBranch**. Students are required to pay the cost of obtaining this background check. Students whose background checks are more than six months old on the date of beginning a healthcare program must obtain an updated background check. Students who have been in a Program for more than 12 months may be requested to obtain an updated background check. Please see the attached "Frequently Asked Questions" sheet for more details regarding the MCCCCD supplemental-background check.
- The MCCCCD supplemental or the clinical agency background check may include but are not limited to the following:
  - Nationwide Federal Healthcare Fraud and Abuse Databases
  - Social Security Verification
  - Residency History
  - Arizona Statewide Criminal Records
  - Nationwide Criminal Database
  - Nationwide Sexual Offender Registry
  - Homeland Security Search
- By virtue of the MCCCCD supplemental background check, students will be disqualified for admission to a program or continued enrollment in a program based on their criminal offenses, the inability to verify their Social Security number, or their being listed in an exclusionary database of a Federal Agency or on a sex offender registry. Offenses that will lead to a "fail" on the supplemental background check may include but are not limited to:
  - Social Security Search-Social Security number does not belong to applicant
  - Any inclusion on any registered sex offender database
  - Any inclusion on any of the Federal exclusion lists or Homeland Security watch list
  - Any conviction of Felony no matter what the age of the conviction
  - Any warrant in any state

- Any misdemeanor conviction for the following-No matter age of crime
    - violent crimes
    - sex crime of any kind including non consensual sexual crimes and sexual assault
    - murder, attempted murder
    - abduction
    - assault
    - robbery
    - arson
    - extortion
    - burglary
    - pandering
    - any crime against minors, children, vulnerable adults including abuse, neglect, exploitation
    - any abuse or neglect
    - any fraud
    - illegal drugs
    - aggravated DUI
  - Any misdemeanor controlled substance conviction last 7 years
  - Any other misdemeanor convictions within last 3 years
  - Exceptions: Any misdemeanor traffic (DUI is not considered Traffic)
- At all times students are in a program they must maintain BOTH a valid Level-One Fingerprint Clearance Card and passing disposition on the MCCCDC supplemental background check performed by the MCCCDC-authorized vendor.
  - Admission requirements related to background checks are subject to change without notice.
  - Some clinical agencies may require additional components of a criminal background check, other than those required by MCCCDC, as well as a drug screening. Students are required to pay for any and all criminal background checks and drug screens required by a clinical agency to which they are assigned
  - Even though a student possesses a valid DPS Level One Fingerprint Clearance Card and has passed the MCCCDC supplemental background check, a clinical agency may decline to place a student due to information the clinical agency obtains in a background check it requires.
  - If a clinical agency to which a student has been assigned does not accept the student based on his or her criminal background check, the student may not be able to complete the program.
  - MCCCDC may, within its discretion, disclose to a clinical agency that a student has been rejected by another clinical agency.
  - MCCCDC has no obligation to make attempts to place a student when the reasons for lack of placement are criminal background check issues. Since clinical agency assignments are critical requirements for completion of the program, inability to complete required clinical experience due to a student's criminal background check will result in removal from the program.

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Signature

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Date

---

Printed Name

---

Student ID Number

---

Desired Health Care Program