

Bachelor of Applied Science in Health Services Administration Program Admission Requirements Checklist

The Health Services Administration program will accept applications continually throughout the year.

HEC Requirements

- Complete the [St. Petersburg College Admission Application](#) and the non-refundable fee.
***Note to Returning Students:** If you have not been enrolled in courses for six previous semesters, you will need to complete the online [Readmission Application in MySPC](#). You will be asked if you want to complete the readmission process when you log in to MySPC. Failure to do so will prohibit or delay your course enrollment.
- Submit official, unopened (sealed) high school transcript(s) or GED transcripts. Unofficial copies or official copies that have been opened are not acceptable. Applicants who have earned an Associate in Arts, Associate in Science, Associate in Applied Science, Baccalaureate, or higher degree from a regionally accredited institute are waived from this requirement unless documentation of your foreign language credits are on your high school transcript. In this case, you must submit your official high school transcript to Central Records. Students who have documented completion of 2 consecutive years/credits of one foreign language in high school will need to submit their official high school transcript to Central Records.
- Official transcripts from all regionally accredited college(s) and universities currently or previously attended. Note: Transcripts from schools outside the U.S. must be evaluated by a [NACES approved agency](#).
- Students must demonstrate they are at college level in Writing, Reading, and Math either through appropriate test scores, or through appropriate course completion.
- Students must have a cumulative 2.0 GPA

Program Requirements

- In order to be admitted to the HSA-BAS program a student is required to have sixty (60) credit hours* including fifteen (15) credit hours of transferable general education coursework. In addition, a completed degree, certificate, or diploma in a health care or human services discipline OR paid or volunteer work experience in a health care or human services discipline is required. A minimum of 2 years work experience is strongly recommended.

*All credit hours must have been earned from a regionally accredited institution.

In addition to HSA-BAS program admission requirements, the Respiratory Care Subplan requires that students possess an active unrestricted/unencumbered license as a Registered Respiratory Therapist from any state or province. If a student currently resides in a state that does not offer respiratory licensure, an active unrestricted or unencumbered Registered Respiratory Therapist (RRT) credential issued by the National Board of Respiratory Care (NBRC) will suffice.
- Submit the Baccalaureate Health Programs Application at https://webapps.spcollege.edu/hec/app_ud/apply

Selection Criteria

The Health Services Administration program will accept applications continually throughout the year. All qualified students will be offered admission and eligible to enroll in a following fast track session. Five fast track sessions are available throughout the year; January, March, May, August, and October. Please allow up to 3 weeks for processing.

If you are offered admission you will need to complete the online Program Orientation and the Letter of Intent survey (Provided in admission E-Mail)

Program Information

An admission status email will be sent to your SPC email address. Please review your unofficial transcript in MySPC to verify that you have met the admission criteria for this program.

Estimated Costs

*Tuition	**Physical & Immunizations	Drug & Background Check	Lab Fees & Other Costs	Textbooks	Liability Insurance	Total
\$5,521.50	Not required	Not required	\$ 675.00	\$1800.00	\$ 45.00	\$8,041.50

- *Tuition is estimated using the Florida resident rates. Out-of-state residents will have higher tuition fees. Tuition estimate does not include additional general education or foreign language credits to meet graduation requirements.
- ** These are high estimates; actual costs will vary depending on health insurance coverage

Accessibility Services

St. Petersburg College is committed to providing quality education and services to all students by ensuring that admission, academic programs, support services, student activities, and campus facilities are accessible to and usable by qualified students with disabilities. Each specific health program has its own technical standards which all students must meet with or without an accommodation(s). To help students achieve success, Accessibility Services works with students, faculty, and staff to coordinate the provision of reasonable accommodations. To put your accommodations in place, please contact the Health Education Center (HEC) Accessibility Services (AS) at 727-341-3721 or <http://go.spcollege.edu/Accessibility/> even if you are registered with another campus.