

SCENE 2 - 3

ANTOINETTE: Hello, my name is Antoinette Murphy, and I am the Director of Admissions at Cox College. If you've been thinking about a career in health care or furthering your education. We have several programs to choose from:

- Associate of Science in Medical Assisting
- Associate, Bachelor, and Master of Science in Nursing
- Associate of Science in Radiology
- Bachelor of Science in Diagnostic Imaging
- Master of Science in Occupational Therapy
- Master of Science in Nutritional Diagnostics/Dietetics Internship

SCENE 4-5

Here is the admissions criteria for the College:

For the first time student:

- Composite ACT of 18 or SAT combined score of 860 or higher
- High school cumulative GPA of 2.0 or higher or proof of having successfully passed the GED

For regular admission/transfer student:

- Must have 12 college hours of 100 level courses or above with a grade of "C" or higher
- Have a college cumulative GPA of 2.0 or higher

SCENE 6

GILLIAN: Hello, I'm Gillian Ray, Admissions counselor. Here are some steps to guide you through the application process. First, you will need to complete and submit the Cox College application along with a \$50 application fee. You can do that online or in person. You can also request an application by mail and return it to the college.

SCENE 7-8

ANTOINETTE: You can also attend one of our Experience Cox College events where you can talk with someone from Admissions, Financial Aid, our faculty and current students, and even take a tour.

If you can't make one of these events, you can schedule an appointment with an Admissions counselor and discuss program options. We're here Monday through Friday from 8am to 5pm.

SCENE 9-11

GILLIAN: Once you apply and we process your application, you will be contacted in 2-3 weeks by email or mail. We will let you know if additional documents are needed.

Next, you will need to complete your Free Application for Federal Student Aid or FAFSA. You can go online to FAFSA.ed.gov to complete. Please enter the code listed on the screen.

If you're having any problems with the process, you can call Financial Aid at (417) 269-3401. They will be happy to answer any questions you might have.

SCENE 12-13

ANTOINETTE: You will need to request all official transcripts be sent to Cox College.

- We will need your high school transcript/GED
- Your transcript from all colleges/universities in which you've taken college level courses
- Please note that it can take up to 3 weeks to receive your transcripts
- Also, transcripts must be sent as official documents from institution

You can track your transcripts and documents as they are received by going online to the Cox College Student Portal. You should have received your login and password when you received your initial letter from the Admissions counselor.

SCENE 14-15

GILLIAN: Your next step will be to take the Entrance Exam, if needed.

- If you do not meet the admission standards previously listed, you will need to schedule to take the Test of Essential Academic Skills or the TEAS.
- As your admission's counselor, I will let you know if this test is required and will help you schedule the exam.

Once you have completed the Admissions process, you will be contacted by your Admissions counselor within 1 week by letter letting you know if you've been accepted or declined admittance by the College. If accepted, this letter is NOT a letter of acceptance to a specific program, but to the College in general.

SCENE 16

ANTOINETTE: Your transcripts, TEAS, ACT and/or SAT will be evaluated to see what courses may be transferred in for your selected program. If you have any transferable courses, you will be contacted by mail from the General Education Specialist listing the courses that transferred in. This can take up to two weeks.

SCENE 17

GILLIAN: Finally, you can go online to CoxCollege.edu, go to Programs Overview, find your program of interest and apply to specific programs by the listed deadline. Please make sure that you meet the program requirements.

SCENE 18-19

ANTOINETTE: Thank you for considering Cox College. Our goal is to meet the educational needs of students and the health care community. We have a Student First approach and take great pride in ensuring that our students are prepared. Your success is our success.

If you have any questions, please contact us by phone or email or stop by Monday through Friday between 8am – 5pm. We look forward to hearing from you!