



Wharton County Junior College

APPLICANT CHECKLIST FOR THE HUMAN SERVICES PROGRAM

This checklist is for your use, not included with your application.

The completed application, required paperwork, and information are to be turned in to the Human Services Program secretary.

- _____ WCJC college requirements for admission are met
- _____ TSI complete for the AAS Degree, not Certificate
(Students who are not TSI satisfied may apply to the program and begin taking classes in the Certificate plan of study once application criteria are complete and advised by the Program Director).
- _____ Completed application for admission to the Human Services Program
- _____ Completed Entrance Essays for Human Services Application Process
- _____ Signed Technical Standards Form
- _____ Copies of transcripts

Once the completed application is received by the program secretary, the steps for completing a **Criminal Background Check** and a **Program and Practicum Policies Agreement Form** will be provided.

Once you have completed the **Criminal Background Check** and turned in the signed **Program and Practicum Policies Agreement Form**, email the Program Director, Ms. Schultz, at victorias@wcjc.edu to set up an appointment to review the certificate or degree plan check list selected to pursue. You may also email the program secretary, Carol Riley at carolr@wcjc.edu to establish an appointment with Ms. Schultz.

I understand once enrolled in the Human Services Program's curriculum, it is a requirement of the program and my responsibility to designate my major as Human Services with WCJC. This form can be found on the college website under Student Quick Links, then Student Forms.

Please submit the completed application and all required paperwork to:

Wharton County Junior College
Attn: Carol Riley
911 Boling Highway
Wharton, TX 77488

If you have any questions regarding the application process, please call: Carol Riley at (979)532-6491.



Wharton County Junior College

HUMAN SERVICES PROGRAM

Name: _____
Last First Middle Maiden

Address: _____
No. and Street or PO Box City County State Zip

Social Security # _____ Date of Birth _____

WCJC Student ID# _____ WCJC Student E-mail address _____

Other E-mail Address _____ Telephone – Home _____

Telephone – Cell _____ Telephone – Work _____

Have you ever enrolled in courses at WCJC? Yes _____ No _____ When? _____

Are you applying for the certificate or associate degree? Certificate _____ AAS Degree _____

Are you currently attending college courses? Yes _____ No _____

If yes, where and what type of courses? _____

You must be TSI satisfied – college level – in your Reading, Writing, and Math to complete the academic courses required for the AAS degree plan in Human Services. Are you TSI satisfied? Yes _____ No _____

**** Students may enroll in Program Courses without being TSI satisfied in Reading, Writing, and Math or while completing TSI requirements.**

I am currently enrolled as a Human Services major with WCJC? Yes _____ No _____

If not, upon acceptance to WCJC, designation of Human Services as my major is a requirement or if you are changing from a different major to Human Services, please designate Human Services as your current major. The form may be found at the WCJC website, click Student Quick Links, then click Student Forms.

Previous colleges, universities attended:

College/University	City and State	Dates Attended	Major/Degree Earned

Other Educational Programs Attended/Completed (include Vocational)

Name of Program/School	City and State	Dates Attended	Course of Study

Work Experience

Occupation	Location	Dates of employment

Names, addresses, and occupations of three references (not relatives)

Name	Address & Phone Number	Occupation

Have you ever been convicted of a misdemeanor or felony? Yes ☐ No ☐

This includes pleas of guilty, pleas of nolo contendere, withheld or deferred adjudication, suspended or stay of sentence, and military court-martial. If you check yes, please contact the program director or program secretary for further instructions regarding the application process.

Students may be required to complete a drug screen prior to and during enrollment into the program, prior to or during the practicum field experience.

I certify this application, test scores, and all other required and submitted documentation as complete and accurate. I understand these documents are being used to make an academic decision regarding admission to the Human Services Program. I understand inaccurate or omission of information will qualify me as ineligible for admission to or progression through the program. By signing this application, I understand the contents and requirements of the application process for the Human Services Program.

Signature: _____

Printed name: _____

Date: _____

Wharton County Junior College does not discriminate on the basis of race, color, age, marital status, national origin, religion, sex or disability.

FOR HUMAN SERVICES PROGRAM (Do not write in this space)

Application received _____ Application complete _____ Background check _____
 Certificate _____ Degree _____ Practicum Approval _____ Scheduled Interview _____

App. Updated 102623



Wharton County Junior College

HUMAN SERVICES PROGRAM

Entrance Essays for Human Services Application Process:

Read each question carefully and respond accurately and honestly. Please use the back of this page if additional space is required.

1. Explain your understanding of the field of human services, what interests you in this field, and in what role do you see yourself once you've completed your education of the Human Services Program at Wharton County Junior College.

2. Identify and discuss your overall strengths and challenges and how these will impact you being in the Human Services Program.

3. Identify an individual who has been influential in your life and how this individual has impacted your life.



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911 Boling Highway • Wharton, Texas 77488 • (979) 532-4560

Human Services Program

Technical Standards

Applicant Name: _____ Date: _____

The following physical criteria are requisites for minimum skills as related to the field of Human Services. By signing this form, the applicant acknowledges the physical nature and is capable to perform at the levels describe below and any deficits, throughout the program, may affect the ability of the applicant to successfully progress through the Wharton County Junior College Human Services Program.

**** Please note: Provision of false information is grounds for dismissal from the program.**

1. Communication Skills – sufficient abilities to write and speak clearly, accurately, and succinctly; construct legal documentation.
2. Visual Acuity – healthy vision (near or farsighted) with/without corrective lenses; ability to engage and observe client or patient behaviors or reactions and in a variety of settings.
3. Auditory Ability – hearing is sufficient to engage with clients, staff, and colleagues in a clear, concise and understandable manner.
4. Critical Thinking Ability – demonstrates mental abilities to interpret written or visual information and assessments.
5. Interpersonal Ability – does not have a medical history or condition which would result in an inability to perform or function, adjust, and adapt under stressful conditions.

I, _____ (print name), have read, acknowledge, and will honor the above Technical Standards for the Field of Human Services, the WCJC Human Services

Program, and the Program's Student Handbook and do hereby state I meet or exceed these standards. I fully understand any deficits in these areas may affect my performance and ability to successfully complete this program. If I or the department faculty believe, now or at any future time, my physical condition is deficient in any of the above areas, I will discuss the matter immediately with the Director of Human Services, departmental faculty and/or seek professional advice from my Health Care Professional. Deficiencies may result in dismissal from the program.

Applicant Signature: _____ Date: _____

WCJC HUMAN SERVICES PROGRAM – CERTIFICATE**CERTIFICATE CHECKLIST**

Printed Name

WCJC ID#

Phone Number

E-mail Address**The Certificate does not require students to be TSI satisfied.**

Course Numbe	Course Name	Credit Hrs.	Grade Received	Where	When
SCWK 1321	Orientation to Social Services	3			
COSC 1301	Introduction to Computing	3			
DAAC 1319	Substance-Related and Addictive Disorders	3			
CHLT 1309 •	Community Ethics	3			
CHLT 1302	Wellness & Health Promotion	3			
CMSW 1309	Problems with Children and Adolescents	3			
PSYT 1329 •	Interviewing and Communication Skills	3			
• DAAC 1317	Basic Counseling Skills	3			
CHLT 1340	Community Health Advocacy	3			
GERS 1342	Aging and Mental Health	3			
PSYT 2335	Family Systems	3			
PSYT 2321	Crisis Intervention	3			
PMHS 2260 ** (CC)	Practicum/Psychiatric/Mental Health Service Technician	2			

**** Contact Program Director (CC) Capstone Course****• Prerequisite: CHLT 1309 & PSYT 1329 completed with a "C" or higher prior to enrolling in DAAC 1317**

Updated: 06/01/2023

WCJC HUMAN SERVICES PROGRAM – AAS DEGREE

DEGREE CHECKLIST

Printed Name

WCJC ID#

Phone Number

E-mail Address

(Prefer students to be TSI satisfied, however if not, may take college ready courses concurrently with program courses).

Course Number	Course Name	Credit Hrs.	Grade Received	Where	When
SCWK 1321	Orientation to Social Services	3			
ENGL 1301	Composition I	3			
MATH 1342	Introduction to Statistics	3			
DAAC 1319	Substance-Related and Addictive Disorders	3			
CHLT 1309 ●	Community Ethics	3			
CHLT 1302	Wellness & Health Promotion	3			
● DAAC 1317	Basic Counseling Skills	3			
COSC 1301	Introduction to Computing	3			
PSYT 1329 ●	Interviewing and Communication Skills	3			
CHLT 1340	Community Health Advocacy	3			
GERS 1342	Aging and Mental Health	3			
PSYT 2335	Family Systems	3			
PSYC 2301 ●	Introduction to General Psychology	3			
● PSYT 2345	Principles of Behavior Management & Modification	3			
CMSW 1309	Problems of Children and Adolescents	3			
GOVT 2305* or SOCI 1306	Federal Government or Social Problems (GOVT 2305 recommended)	3			
Humanities or Visual/Performing Arts elective***	***Elective from AAS General Education Course List (HUMA 1301 recommended)	3			
SCIENCE elective *	*Elective from General Education Core List for AAS Degree	4			
PSYT 2321	Crisis Intervention	3			
PSYT 2164 **(CC)	Practicum– Clinical Psychology-Field Experience	1			
CHLT 2166 **(CC)	Practicum- Community Health Services/Liaison/Counseling-Field Experience	1			

*Students intending to transfer to a 4-year university should take Science and Government courses

**Contact Program Director (CC) Capstone Course

***This elective must be selected from the list of core requirements for AAS degrees.

●Prerequisite: CHLT 1309 & PSYT 1329 completed with a “C” or higher prior to enrolling in DAAC 1317

●Prerequisite: PSYC 2301 completed with a “C” or higher prior to enrolling in PSYT 2345

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