

# WCTSMA Educational Program Admissions Competition

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## I. Purpose

The WCTSMA Educational Program Admissions Competition is designed for WCTSMA members to develop, practice and demonstrate skills needed for seeking entrance into a healthcare program. Each part of the event simulates, as closely as possible, real-world activities that could be used by program directors. This category is Optional and will not count toward the Varsity team score.

## II. Event Rules

- A. The WCTSMA Educational Program Admissions Competition will be limited to two participants per school. Top 20 applicants will be invited to participate in the final interview round at the WCTSMA State Symposium in April.
- B. Finalists will be notified of interview time 1 week prior to competition via email.
- C. It is required that participants wear professional dress for this event.
- D. All written materials, including cover letter, resume, etc., will be the result of each participant's own efforts.
- E. Any participant in possession of an electronic device in the event area is subject to disqualification.

## III. Event Components

- A. The event is developed to help participants in their current program admissions process. Therefore, the cover letter and résumé submitted by the participant must reflect their current skills and abilities and must be targeted to a medical program for which they would like to apply. In other words, participants cannot develop a fictitious résumé; they must utilize their actual experience. They are expected to target the résumé toward a real professional program for which they presently qualify.

***By March 23<sup>th</sup> 2018 participants will submit the following:***

### **1. Cover Letter: 25 Points**

- a. Letter should contain proper formatting, grammar, punctuation, spelling and limited to one page.
- b. Content should be inclusive of position sought and interest along with current contact information (including valid email address).
- c. Letter is to be dated for the first day of the WCTSMA State Symposium and addressed to:

Dr. Angela Bushmaker  
Healthcare Program Director  
25800 164<sup>th</sup> AVE SE  
Covington, WA 98042  
[epac.wctsm@gmail.com](mailto:epac.wctsm@gmail.com)

### **2. Resume: 25 Points**

- a. Resume should contain proper formatting, grammar, punctuation, spelling and limited to two pages.
- b. The content should be inclusive of contact information (including valid email address), position sought, related course work, skills, and experiences along with achievements and honors.
- c. Resume must be non-fictitious and based upon actual work history.
- d. Resume must include a valid email address (used for notification of interview time)

### **3. Deadline Requirements:**

- a. The cover letter and resume must be sent to the address (physical or email) above and **RECEIVED** by March 23<sup>th</sup> prior to the WCTSMA State Symposium at which the participant is competing.

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- i. Documents received after the due date will not be considered for interview.
  - b. *IF emailing documents, all documents must be in **PDF form** to be accepted.*
- 4. Personal Interview: 50 Points**
- a. The personal interviews will take place on the first day of the WCTSMA State Symposium.
  - b. Candidates will be judged on appearance, impression, responses to questions, communication skills, and conclusion.
    - i. Professional Dress is mandatory
      - Proper professional dress:
        - Females – Business suit, tailored dress or blazer and skirt or slacks with tailored blouse
        - Males – Business suit or sport coat, vest or sweater, and slacks with dress shirt and tie.
      - Tips to understand professional dress
        - No denim clothing or canvas shoes will be acceptable. Denim pants in colors other than blue are not permitted. Blue jean skirts and dresses are NOT acceptable
        - Dress pants are acceptable but “shorts”, “capri pants” and other short pants are not acceptable
        - Casual tank or tube tops, t-shirts, sweat pants/shirts or tennis shoes are never acceptable
        - Clothing that works well for the beach, yard work, dance clubs, exercise sessions, and sports contests is NOT appropriate
        - Clothing that reveals excessive cleavage, your back, your chest, your stomach or your underwear is not appropriate
        - Clothing should be pressed and never wrinkled. Torn, dirty, or frayed clothing is unacceptable. Any clothing that has words, terms, or pictures that may be offensive is unacceptable
        - Open-toed shoes and heeled sandals are permitted. Flip-flops are not.
  - c. A list of 20 possible interview questions has been provided. Five to ten interview questions will be selected at the WCTSMA State Symposium.

## IV. Scoring

- A. All event participants will be evaluated in the preliminary round. Top 20 applicants and at least one representative from each school will be invited to participate in the personal interview round at the WCTSMA State Symposium in April.

### Preliminary Application Round

<b>Section</b>	<b>Points</b>
Cover letter	25
Resume	25
<b>TOTAL POSSIBLE</b>	<b>50</b>

### Personal Interview Round

<b>Section</b>	<b>Points</b>
Preliminary Score	50
Final Round Personal Interview	50
<b>TOTAL POSSIBLE</b>	<b>100</b>