



Spokane Falls Community College
Hearing Instrument Specialist Program

Program Eligibility Packet

Personal Satisfaction and Professional Success

HIS Student Eligibility Checklist

Use this list to guide you through the eligibility process for the HIS program.

Industry related degree or licensed dispenser will receive priority registration. If you made an application the previous year and did not receive a registration date, resubmit this application in October. Seating is limited to first come first served.

SFCC Application for Admission form complete (CCS 40-166), application fee paid downloaded and printed by visiting spokanefalls.edu/Admissions/OnlineForms.aspx and mailed to:

Spokane Falls Community College
Admissions Office MS 3011
3410 W Fort George Wright Dr
Spokane WA 99224-5288

For assistance with this application call the Admissions Office, 509-533-3500 or 509-533-3512 or www.spokanefalls.edu

Have official transcripts (unopened) of all college coursework you want evaluated sent to:

Spokane Falls Community College
Hearing Instrument Specialist Program MS 3190
3410 W Fort George Wright Dr
Spokane WA 99224-5288

(SFCC or SCC transcripts may be unofficial.)

Arrange for COMPASS or ASSET testing (COMPASS testing required before math and English courses are taken)
The COMPASS test is not intended to screen you out of the program.

To determine if COMPASS testing is required, your previous college transcripts need to be evaluated.

The COMPASS test is a national test required for college course placement. A study guide is available on the Internet at: www.spokanefalls.edu If you are out of the Spokane area, make arrangements to take the compass test at a community college in your area.

If you are unable to take the test on the SFCC campus, you will need to fax the test result to:

Spokane Falls Community College
Attn: Student Services
Fax number: 509-533-3852

If you have questions about the test, call 509-533-3401

COMPASS score faxed to 509-533-3852.

If you're not able to attend labs on campus, you will need to find a hearing center in your area to complete your lab assignments. Please see the Fast Facts on the last page of this packet for more information.

Hearing Instrument Specialist Eligibility Packet completed and delivered to program.

Student Information Questionnaire completed and faxed to 509-533-3489, or emailed.

Supplemental Essay completed and mailed, or faxed to 509-533-3489, or emailed.

Submit the above two forms

By mail:

Spokane Falls Community College
Hearing Instrument Specialist Program
MS 3190, 3410 W Fort George Wright Dr
Spokane WA 99224-5288

Or FAX: 509-533-3489

Or email:

Scan and email copy to
kristi.murphy@sfcc.spokane.edu

Call 509-533-4326 or email kristi.murphy@sfcc.spokane.edu to verify all Eligibility forms have been received.

We register seats, starting in May until the program enrollment is full.

Make arrangements to attend a mandatory, on-campus, HIS program orientation session the first three days of Fall quarter. You will receive mentoring information at fall orientation.

Tuition needs to be paid to ensure program enrollment at Spokane Falls Community College.

Read the entire packet for helpful information.

SFCC HIS Program Event Highlights*

QUARTER	EVENT	TENTATIVE TIME	LOCATION
1st Quarter (fall of 1st year)	1) Orientation.....	Beginning of fall quarter.....	SFCC
2nd Quarter (winter of 1st year)	1) HIS 123 lab.....	4 hours/week (min.)***	SFCC or w/ Supervisor
	2) Auditory Disorders Discussions**	During winter quarter (TBA)	SFCC or teleconference
	3) Winter Session.....	End of winter quarter.....	SFCC
3rd Quarter (spring of 1st year)	1) HIS 134, HIS 136 and HIS 138 labs	15 hours/week (min.)***	SFCC or w/ Supervisor
	2) HIS 266.....	Weekly 2 hour Teleconference	
	3) Spring Session.....	End of spring quarter.....	SFCC
No classes are offered through the HIS program in the summer.			
4th Quarter (fall of 2nd year)	1) HIS 201 and HIS 206 labs.....	10 hours/week (min.)***	SFCC or w/ Supervisor
	2) Fall Session.....	Beginning of fall quarter.....	SFCC
5th Quarter (winter of 2nd year)	1) HIS 210 and HIS 215 labs.....	14 hours/week (min.)***	SFCC or w/ Supervisor
	2) Winter Session	End of winter quarter.....	SFCC
6th Quarter (spring of 2nd year)	1) HIS 222 lab and HIS 267 clinic.....	23 hours/week***	SFCC or w/ Supervisor
	2) HIS 266.....	Weekly 2 hour Teleconference	
	2) Spring Session.....	End of spring quarter.....	SFCC

SFCC Academic Calendar: www.spokanefalls.edu/Apps/Calendar/AcademicCalendar.aspx

When enrolling in classes which are not offered through the HIS Program, please take into consideration that once per quarter you will need to be on campus at SFCC all day for three days.

Please note: At the end of each quarter, the online classes are deleted and the students no longer have access to them.

* This calendar is not an all-inclusive schedule of events. It is meant to be a guideline for the students and supervisors so they have a general idea of what to expect. Times are subject to change.

** Students will be required to participate in occasional discussions either at SFCC or over the telephone at various times during the 2-year program. Discussions will take place on other occasions besides the 2nd quarter. Discussion dates will be announced as soon as they are known. Discussion times will vary, but could last up to 2 hours.

***Lab/clinical hours are based on the current curriculum and are subject to change. Refer to the official school curriculum for questions.

If you fail the requirements for any class, you will have to make additional visits to Spokane Falls Community College in Spokane, Washington in order to meet the requirements.

CCS

Computer Specifications for Canvas

Visit

spokanefalls.edu/Programs/DistanceLearning

Some courses may have additional requirements – check the course description for more information.

Browser:

Canvas supports the last two versions of every browser release. We highly recommend updating to the **newest version** of whatever browser you are using as well as the most up-to-date Flash plug-in.

Canvas and its hosting infrastructure are designed for maximum compatibility and minimal requirements.

Screen Size

Canvas is best viewed at a minimum of 1024x600, which is the average size of a notebook computer. If you want to view Canvas on a device with a smaller screen, we recommend using the Canvas mobile app.

Operating Systems

- Windows XP SP3 and newer
- Mac OSX 10.6 and newer
- Linux - chromeOS

Mobile Operating System Native App Support

- iOS 7 and newer
- Android 2.3 and newer

Computer Speed and Processor

- Use a computer 5 years old or newer when possible
- 1GB of RAM
- 2GHz processor

Internet Speed

- Along with compatibility and web standards, Canvas has been carefully crafted to accommodate low bandwidth environments.
- Minimum of 512kbps

Screen Readers

- Macintosh: VoiceOver (latest version for Safari)
- PC: JAWS (latest version for Internet Explorer 10 & 11)
- PC: NVDA (latest version for Firefox)
- There is no screen reader support for Canvas in Chrome

Skills Requirements

Before you take an online class, you should be confident about your computer skills and study skills. Review the following list of requirements to assess your readiness to take online classes.

I know how to connect to the web using a web browser.

I can navigate around the web and know how to use search engines.
– **If not, visit** searchenginewatch.com/facts/index.php for tips.

I know how to send and receive e-mail using the e-mail system of my choice.
– **New to e-mail? Visit** www.albion.com/netiquette for tips.

I know how to do basic word processing, including cutting and pasting.

I know how to open, save and manage files.

I have access to a computer five to seven days per week.

The computer I will use meets the basic requirements for online classes.

I have 12-15 hours a week to work on each online class.

I can motivate myself to log in to the virtual classroom at least five days a week.

I have good reading comprehension and written communication skills, and I enjoy communicating in writing.

I enjoy figuring things out on my own but am able to ask for help when I need it.

Hearing Instrument Specialist Program

A two-year, in-step program with fall quarter entry only.

Read page 2 of this eligibility packet for enrollment details.

Fast Facts

1. This is a **low-residency** program, meaning:
 - a. Students in the Spokane area complete lab work on the SFCC campus.
 - b. Students not within commuting distance need to find a licensed hearing instrument specialist to supervise their lab activities. The lab hours start winter quarter of the first year and continue through the sixth quarter. The second year's lab hours requirement builds quarterly from 9 to 23 hours.
2. Students **outside the Spokane area are required to visit campus three times each year – once every quarter for three days.** These visits are **REQUIRED** for practical testing.
3. Print out the forms on the website listed below. The program eligibility process begins every October. The date the eligibility packet forms are received by the program establishes placement and waiting list status.
4. **Work and industry questions are addressed on the website.**
5. **Employment opportunities are good if you are willing to relocate.**
6. Students need to log onto a computer daily in order to fulfill course requirements.
7. High-speed Internet is required.
8. If a student is already licensed, they may act as their own lab supervisor. However, no course credits are waived for field experience of licensed dispensers or board certified dispensers unless they hold an ACA certificate or have a related college degree. If a prospective student has an ACA, they need to e-mail the program for a suggested course list and course substitution evaluation. (If they have a B.A. degree in speech and hearing science or communication disorders some course credits are waived.)

The HIS eligibility packet is available at spokanefalls.edu/his

For tuition and fees, go to the SFCC website at spokanefalls.edu and navigate to tuition and fees.



Community Colleges of Spokane Hearing Instrument Specialist Program

3410 W Fort George Wright Dr, MS 3190
Spokane WA 99224-5288

Community Colleges of Spokane does not discriminate on the basis of race, color, national origin, sex, disability, sexual orientation or age in its programs, activities or employment. For TTY service, call 533-3838. Marketing and Public Relations. September 2016 - 16-114 - A