



## Patient Care Technician Program Enrollment Checklist

Student Name:	Student ID:
Student Email:	Telephone #:

➤ **Program Advising**

- Attend an Advising Information Session. If you still need additional information, please schedule an Individual Advising Appointment. You will learn how to register for the PCT Program during the meeting.
- Visit the PTC webpage: <https://www.southtexascollege.edu/academics/patient-care/index.html>

➤ **Change Major**

- Change major to **Patient Care Technician**. Visit the Admissions Office to change your major or email [Admissions@southtexascollege.edu](mailto:Admissions@southtexascollege.edu). Please include your Name and STC ID number when you email.
- Complete the [Change of Information form](#) and submit it to the Admissions Office using code **CT1-PCT and the current academic year**.

➤ **Jagnet update**

- Update your information on Jagnet, such as your email and telephone numbers. The PCT program needs to communicate with you periodically.
- For issues with Jagnet, please call 956-872-2111 or visit the website <https://isp.southtexascollege.edu/service/jagnet-self-service/> or to change password <https://www.southtexascollege.edu/mypassword/index.html>

➤ **Complio Compliance**

- Students must meet clinical requirements before registering for the PCT program
- Please follow the steps for the clinical requirements on the COMPLIO software
- COMPLIO Webpage: [https://nah.southtexascollege.edu/clinical\\_affairs.html](https://nah.southtexascollege.edu/clinical_affairs.html)
- Download the checklist for the requirements. [Complio Clinical Requirements Checklist](#)
- Once you are COMPLIO Compliant, please bring your Compliance Summary to the NAH Advisor to register for the PCT courses

For questions regarding Clinical Compliance, contact [clinicalaffairs@southtexascollege.edu](mailto:clinicalaffairs@southtexascollege.edu) or call 956-872-3022.