

**Veterinary Practice Management Certificate
Admission Requirements Checklist**

Term	Applications Accepted	Student Notified through MySPC email
Fall: August	May 1 – July 31	July 1 - August 1
Spring: January	August 1 – December 31*	November 1 - January 1*
Summer: May	January 1 – April 30	March 1 - May 1

*SPC offices close for Winter Break – please refer to the [Academic Calendar](#) for specific dates.

Application materials should be submitted in time to be posted for immediate review when SPC offices reopen.

- New** students must complete the St. Petersburg College Admission Application and pay the non-refundable fee. **Returning** students must complete the online Readmission steps in MySPC if you have not enrolled in the previous six semesters. [Admissions and Readmissions](#)
- Submit official, unopened (sealed) high school or GED transcripts indicating completion of standard high school diploma or equivalency. We do not accept unofficial copies or official copies that have been opened. Applicants who have earned an Associate in Arts, Associate in Science, Associate in Applied Science, Baccalaureate, or higher degree from a regionally accredited institution are waived from this requirement. **Transcripts must be received and evaluated by St. Petersburg College prior to the application deadline to ensure consideration.** [Submitting Official Transcripts](#)
- Submit official, unopened (sealed) transcripts from all regionally accredited college(s) and/or universities currently or previously attended. We do not accept unofficial copies or official copies that have been opened. **Transcripts must be received and evaluated by St. Petersburg College prior to the application deadline to ensure consideration.** [Submitting Official Transcripts](#)
- Students must have a cumulative grade point average of 2.00 on a 4.00 scale in all postsecondary coursework. Your Academic Standing may have an impact on your admission, enrollment, and financial aid eligibility. See the SPC Academic Standing Policy for details. [Academic Standing Policy](#)
- Submit official transcripts showing an Associate degree or higher from a regionally accredited college or university.
- Submit the Upper Division Health Program Application: https://web.spcollege.edu/hec/app_ud/apply

St. Petersburg College is committed to equal access/equal opportunity in its programs, activities, and employment.

For additional information visit www.spcollege.edu/eaao

Program Information and Schedule

- If you have an Associate or Bachelor’s degree, this certificate will help increase your veterinary practice management skills.
- This program is applicable toward the formal education requirements for the Certified Veterinary Practice Manager (CVPM) program offered by the Veterinary Hospital Managers Association (VHMA).
- Our online program means you do not have to give up your job to finish the degree.

Selection Criteria and Admissions

- **All application requirements must be satisfied by the closing of the application window.**

Estimated Cost

*¹Tuition <i>Based on 42 upper division online credits</i>	Textbooks	Total
Florida Resident: \$ 2,681.70	\$ 500.00	\$ 3,181.70
Non-Florida Resident: \$ 9,046.59	\$ 500.00	\$ 9,546.59

*Tuition is estimated using the Florida residency rate of \$122.70/credit hour. Non-resident rate is \$425.79/credit hour.
Online fees are \$15/credit hour

¹ Tuition is for core coursework only. General Education and Support courses are not included.

Accessibility Services

St. Petersburg College is committed to providing quality education and services to all students by ensuring that admission, academic programs, support services, student activities, and campus facilities are accessible to and usable by qualified students with disabilities. Each specific health program has its own technical standards which all students must meet with or without accommodation(s). To help students achieve success, Accessibility Services works with students, faculty, and staff to coordinate the provision of reasonable accommodations. To put your accommodations in place, please contact the Health Education Center Accessibility Services at (727) 341-4141 or visit <http://www.spcollege.edu/accessibility>