Frequently Asked Questions –
Petition Process Associate Degree
Respiratory Therapy (10-515-1)

What is the “Petition Process”?
Students who are ready to begin the core (515-xxx) Respiratory Therapy courses inform the Respiratory Therapy Program Associate Dean, through a process known as “petitioning,” the semester before they desire to start these core courses. The petition process is competitive based on academic strength and additional criteria. To petition, the student must meet the requirements outlined on the Petition Form and submit a petition packet. Students create their petition packet by attaching requested documentation to the Petition Form.

How do students know that they are ready to petition?
In addition to meeting the petition process requirements, students will want to determine when the timing is best for them to begin the rigor of the core Respiratory Therapy courses. Planning is essential. If the student needs additional assistance with making this decision, the Respiratory Therapy Academic Advisor, Ronaldo Cordeiro at rcordeiro@morainepark.edu, is available to help.

When should students petition?
Students decide when they are prepared to begin the core courses based on when petition requirements are met and what is best for them. Students petition the semester before they wish to begin core Respiratory Therapy courses. Petition packets will only be accepted during designated petition period in March.

Where is additional information available about the process and how students begin?
Once accepted to Moraine Park Technical College, petition information can be accessed using myMPTC. Go to the Student tab, Programs & Courses channel and click on the Respiratory Therapy Petition Process link found at the bottom of the page. If students have further questions, they may contact the Respiratory Therapy Academic Advisor, Ronaldo Cordeiro at rcordeiro@morainepark.edu.

Are students able to defer starting the core Respiratory Therapy courses?
Deferring is not built into the petition process. Only students that are prepared to begin the core Respiratory Therapy courses should petition. If a student is selected to start core Respiratory Therapy courses and s/he chooses not to begin, his/her petition will be voided and s/he will be required to resubmit a new petition packet during one of the designated petition periods when ready to begin core classes.

How will students be selected?
The petition process is competitive. The following criteria are considered in the selection of students:
• verification that all petition process requirements have been met
• academic strength
• work experience
What does it mean to be selected as an alternate?
Due to a limited number of core Respiratory Therapy program openings each year and the competitive nature of the petition process, not everyone who petitions is selected for an opening. A few students will be selected as Respiratory Therapy alternates. Alternates are on “stand-by” mode and need to be prepared to begin core courses should an opening become available due to unforeseen complications experienced by a selected student. As there is no way of knowing if or when a core Respiratory Therapy program opening will become available, alternates have the important task of being prepared up until the time of semester start to begin core Respiratory Therapy courses. Alternates will always want to work closely with their advisor for academic planning.

How will students be notified whether or not they are selected?
Students will receive an email via their MPTC student email account within 15 business days of the petition deadline. Students are requested NOT to call to inquire about their selection status.

Are there additional requirements needed once students are selected?
Yes! Selected students, including alternates, must attend a mandatory, in-person Respiratory Therapy Core Info Session prior to the start of classes. Specific dates and times will be made available on the notification email sent to students by the Respiratory Therapy Program Associate Dean. Students will need to meet health requirements, have current TB tests, current CPR, and acceptable criminal background checks in order to start core classes.