

Sinclair Community College
444 West Third Street
Dayton, Ohio 45402

Applicant Information Packet

Radiologic Technology

Building 3, Room 340
(937) 512-2268
(800) 315-3000

Dear Prospective Radiologic Technology Student:

This packet contains the following information for your review:

1. Application process checklist
2. Admissions Packet
3. Frequently asked questions (FAQ's)

ADMISSION REQUIREMENTS / CHECK LIST



- Step 1 _____ Apply to Sinclair Community College. This must be done before applying to the Radiologic Technology Program. Paper applications are available in the Admissions office, building 10, 1st floor or via the web at <http://www.sinclair.edu/admissions/Application/>.
- Step 2 _____ Apply to the Radiologic Technology Program by completing a Life & Health Sciences application, which can be found at: <http://www.sinclair.edu/academics/lhs/index.cfm>.
- Step 3 _____ If you have transferable college credit, request your "official" transcripts from previous college(s) to be sent directly to Sinclair Community College, Registration & Student Records, 444 West Third Street, Dayton OH 45402-1460.
- Step 4 _____ If you do not have transferable college credit in English Composition and/or mathematics, take the Sinclair Community College's Accuplacer Placement Test in reading, writing and mathematics. More information on this test can be found at <http://www.sinclair.edu/stservices/enr/testing/acfaq/index.cfm> or by calling 937-512-3000 or 800-315-3000.
- Step 5 _____ Complete an academic advising consultation with a Life & Health Sciences Academic Advisor located in room 11-346. Walk-in sessions are available daily. More information is available by calling (937) 512-3700 or (800) 512-3700 or on their website at: <http://www.sinclair.edu/services/advising/>.
- Step 6 _____ Complete developmental courses, if any, resulting from Placement Test Scores.
- Step 7 _____ Program specific requirements:
_____ Students have a maximum of three (3) opportunities to successfully complete ALH, BIO/BIOS, MAT, and HIM courses with a C grade or higher. All course withdrawals (W) or failures will be counted as an attempt.
*Students are ineligible to enter and/or continue in the RAT program after a third unsuccessful course attempt.
_____ All PHY, BIO/BIOS, and MAT courses (including transfer courses) must be completed within five (5) years of the official application date.
_____ A 2.25 cumulative grade point average (gpa) or greater is required for acceptance into the RAT program.
_____ To be eligible for admission to the program you must complete all required prerequisite courses by April 1.
- Step 8 _____ Complete program prerequisites*:
_____ ALH 103 Intro to Health Care Delivery
_____ ALH 106 Intro to Health Care Practice
_____ ENG 111 English Composition I
_____ HIM 121 Basic Medical Terminology
_____ MAT 101 Elementary Algebra
_____ PHY 100 Introduction to Physics
- * Dayton-based students only. Application process and a detailed listing of prerequisite requirements for Hocking-based students can be found in the attached admissions packet.
- Step 9 _____ Maintain a minimum of 2.0 cumulative gpa once accepted to the program.



Thank you for your interest in applying for admission to Sinclair Community College's Radiologic Technology Program. Sinclair's Radiologic Technology program prepares you for a career in one of the fastest-evolving areas of health care today.

The information below is provided to assist you in completing requirements for admission to the Radiologic Technology Program.

1. About the Program
2. Application Processes and Deadlines
3. Program Mission Statement and Outcomes/Goals
4. Application Deadline
5. Contact Information
6. Academic Advising
7. Radiation Safety Considerations
8. Health Considerations/Physical Requirements
9. Clinical Placement Process
10. Eligibility for Certification Examination and State Licensure
11. Criminal Background Checks and Drug Testing
12. Program Estimated Cost
13. Radiologic Technology Program Curriculum

About the Program

The Radiologic Technology Program (RAT) offers a dual track enrollment program where students are accepted to begin the program two (2) times per year in fall and winter with graduation for each track in the spring and fall, respectively. Each academic track consists of seven quarters of didactic and clinical courses. **Program courses for Track A begin in the fall** and are only offered to Dayton-based students. **Program courses for Track B begin in the winter** and are offered Dayton-based students via traditional delivery and Hocking-based through distance delivery, using video conferencing technology. Students located within the Miami Valley region generally attend Sinclair's Dayton campus, while students from southeastern Ohio communities typically attend Sinclair Radiologic Technology classes on the Hocking College campus. **The Track B curricular sequence** is a distance learning track and requires Dayton-based students and at Hocking-based students to complete courses using video conferencing technologies. Radiology courses are taught live at the Sinclair campus and are transmitted in real-time to the Hocking College campus. In addition, RAT 199 and RAT 219 are currently offered as online courses. All students, regardless of curricular track or

campus, must complete these courses through distance-delivery via the Web. The admission process for both curricular tracks is comprehensively described later in this document.

Required general education courses may be completed prior to acceptance into the Radiologic Technology Program. These courses may be completed at Sinclair's Dayton campus, Sinclair's Learning Centers or at Hocking College through face-to-face instruction or through the Distance Learning Division. Students may complete all general education courses prior to beginning the first technical quarter in the radiologic technology program course sequence. Academic advising for developing an academic plan and for general education course scheduling is available at Sinclair's Dayton campus and at Hocking College.

The following prerequisite courses must be completed to be eligible for admission to the program:



Sinclair Campus Required Prerequisites

Course Code	Course Title	Credits
ALH 103	Intro to Health Care Delivery	3
ALH 106	Intro to Health Care Practice	2
ENG 111	English Composition I	3
HIM 121	Basic Medical Terminology	3
MAT 101	<i>Elementary Algebra</i>	4
PHY 100	Introduction to Physics	4

The following general education courses may be completed prior to admission to the program



Sinclair Campus General Education and Support Courses

Course Code	Course Title	Credits
ALH 104	Allied Health Informatics	2
COM 206	Interpersonal Communication	3
ENG 112	English Composition II	3
HUM	Humanities Elective	3
SOC 111	General Sociology I	3
<u>SOC 145</u>	Comparing Cultures	3



Hocking Campus Required Prerequisites

Course Code	Course Title	Credits
ALH 103	Intro to Health Care Delivery	3
BIOS 112	Human Organism	3
HLTH 136	Intro to Health Care Practice	2
COMM 122	Communication II	3
HLTH 101	Medical Terminology I	3
MAT 113	<i>Comp College Algebra</i>	5
NSC 103	Physics	3

The following general education courses may be completed prior to admission to the program



Hocking Campus General Education Courses

Course Code	Course Title	Credits
BIOS 114	Anatomy and Physiology	3
COMM 123A	Communication III Job Comm	3
HC 110	Anatomy and Physiology	3
HUM 203	Ethics, Values & Morality	3
PSYC 154	Interpersonal Relationships	3
SOCI 160	Intro to Sociology I	3
<u>SOC 1655</u>	Cross Cultural Studies	3

NOTE: All courses must be passed with a "C" grade or higher. Courses in which a "D" or "F" grade was earned must be repeated with a "C" grade or higher by the quarter in which it is required.

The technical curriculum is established as a full-time, daytime program. Beginning in the second quarter and continuing through the seventh quarter, students should plan to be involved in radiology courses Monday through Friday, from 7:30 a.m. to 3:30 p.m. An evening clinical rotation of four weeks is expected as a requirement in a second year clinical education course.

Many of the technical courses involve study outside the classroom. Students should plan to spend at least three hours of study outside class for each hour in class. Students must demonstrate a minimum cumulative grade point average (GPA) of 2.25 to be eligible for admission and to begin technical studies. Once technical studies begin, students must maintain at least a 2.0 cumulative GPA. Students must earn a "C" grade or higher in all required courses to maintain active enrollment in the program and to continue the curricular sequence. Students who receive less than a "C" grade in a technical or related

support course may not continue the course sequence and must apply for reinstatement through the reinstatement process. The reinstatement policy will be given to students once accepted to the program.

Program Mission

The program is committed to providing quality educational opportunities helping individuals prepare for entry-level competency as staff radiographers. Instruction is geared to meet the needs of a diverse student body with varied academic, social, cultural and economic backgrounds.

Program Outcomes/Goals

Students will:

1. deliver competent clinical practice with entry-level skills.
2. think critically and apply problem solving skills.
3. demonstrate professional and ethical attitudes and behaviors.
4. communicate effectively.

Application Process for Dayton-based students:

See admission requirements checklist.

Application Process for Hocking-based students:

Hocking-based students must complete the following: Sinclair Community College application, Sinclair Life and Health Sciences Division/radiologic technology program application, and Hocking College application. Please follow these steps:

1. Complete Steps One and Two on the admission requirements/check list.
2. Complete the Hocking College application by going to the Hocking College Welcome Center, or call **1-877-HOCKING** to request a paper version of the application. A fee of \$15 should accompany your application. Hocking College is an open-enrollment institution, so your application will be processed immediately and you'll receive an acceptance letter from Hocking College within 10 days. (NOTE: Acceptance to the college does not mean acceptance to the radiologic technology program.) To apply online or print the Hocking College application at: http://www2.hocking.edu/calls_to_action/apply/index.htm.
3. An **official copy** of transcripts from higher educational institutions that you have attended must be mailed by that institution, and sent directly to both the Offices of Registration and Student Records at Hocking and Sinclair Community Colleges; **do not mail the transcript to the Radiology office.**

4. You **must** complete the Hocking Entry Course Placement Tests to assess your skills in English, Reading, and Mathematics. These tests are required of all entering, degree-seeking students. If you have transferable credits from another institution, please bring unofficial or official transcripts for review to determine whether placement testing is required. These tests are administered at no charge. The Testing Center at Hocking is open daily from 10:00am to 2:00pm Monday through Friday, excluding college breaks. If you have taken the ACT, send your scores to the Admissions Office at Hocking College or bring them with you. You may not need to complete Entry Course Placement if your ACT scores indicate college-level placement.
5. You must complete all program course prerequisites, including all courses indicated by Placement Testing results.

Application Deadline

Regardless of which campus you attend, to be considered for Sinclair's Radiologic Technology technical studies classes you **must** have all application materials and credentials submitted and prerequisite courses successfully completed by **APRIL 1**. This includes placement testing, all required academic foundations (Developmental/DEV) courses in English, Reading and Mathematics, submission of all pertinent college transcripts and successful completion of all prerequisite general education and support courses. **The above deadline for all requirements is final.**

Contact Information

Please make sure your contact information is current with both the college registration office (937) 512-2600 and the Radiologic Technology Department office (937) 512-2268. Without current information the college and/or department is unable to contact you regarding updates, information, curricular changes, etc.

Academic Advising

If you have not already done so you should schedule an appointment to speak with a Life and Health Sciences Academic Advisor. An Academic Advisor can help you develop a plan for meeting program admission requirements, evaluate transfer credit, or answer any additional questions you may have regarding the radiologic technology program.

Program Admission Process

The number of applicants accepted to the program is limited; therefore, the following admission procedure is followed:

1. **Admission:** To be eligible for admission to the program, students must complete all required prerequisite courses by April 1.

Required Prerequisites at SCC and HC Campuses

Sinclair Campus	Hocking Campus
ALH 103	ALH 103
ALH 106	BIOS 112
ENG 111	COMM 122
HIM 121	HLTH 101
MAT 101	HLTH 136
PHY 100	MAT 113
	NSC 103

2. **Three-attempt rule:** Students have a maximum of **three** opportunities to successfully complete ALH, BIO/BIOS, MAT and HIM courses. Students may withdraw or fail, but must successfully complete the course on or before the third attempt. **Students are ineligible for admission to the Radiologic Technology Program after a third unsuccessful course attempt.** Retention and attrition records indicate that students who take any of these courses four or more times are not successful in the technical courses of the Radiologic Technology curriculum.
3. **GPA requirement:** A 2.25 cumulative grade point average or greater is required for admission to the program and to begin technical studies. Once enrolled in the technical studies portion of the curriculum, a cumulative 2.0 GPA is required to remain in the program.
4. **Application date:** Applicants who meet the April 1 deadline for completion of admission criteria will be reviewed in chronological order according to the program application date. Admission is on a first come, first served basis. *Students accepted to the program will receive a formal letter in the mail no later than June 1. Sinclair Community College recognizes the unique characteristics and attributes of individuals aspiring to careers in the health professions. Consequently, the college's Equal Opportunity guidelines apply to college admissions.
5. **Waiting list:** A waiting list currently exists for the Radiologic Technology Program. You may enroll and complete all required general education courses while waiting for program admission.
*Currently the wait to begin the program is three (3) years or more from the date of application.

Radiation Safety Considerations

Many students wonder about the issue of radiation exposure. The curriculum is designed to help the student develop proper radiation safety behaviors, which when demonstrated, will minimize the student's risk of radiation exposure. The program adheres to the radiation safety principles of *ALARA* (as low as reasonably achievable). Radiation monitoring devices are worn by all radiation workers and doses are typically very low when proper safety practices are followed.

Accepted students who become pregnant at any time during the program may elect to voluntarily declare pregnancy. Detailed information about pregnancy and the program will be given to all accepted students during program orientation.

Health Considerations: Physical Requirements Policy

All students accepted to the Radiologic Technology program must meet physical and mental requirements. Accepted students must be able to:

1. reach to adjust the x-ray tube, at a height of 76-80 inches from the floor .
2. stand, lift and carry up to 5 imaging receptors, each weighing 2 to 10 pounds.
3. while standing, safely move patients in standard wheelchairs and stretchers throughout the facility, and, without assistance, assist physically cooperative patient transfers from the wheel chair and stretcher to radiographic table.
4. while standing, with assistance from departmental personnel, safely move immobile patients from the stretcher to radiographic table.
5. provide clear verbal commands to the patient who is positioned for imaging at a distance of six to 10 feet from the technologist control area.
6. with or without sight correction, read and adjust the x-ray control panel and visualize collimator lights to accurately center and position the patient.
7. with or without auditory aids, hear the patient at a distance of 6 to 10 feet.
8. react immediately without impediment to auditory and visual signals from the patient and related care equipment.
9. safely handle imaging supplies and accessories without experiencing hypersensitivity/allergic reactions. Students at risk for hypersensitive/allergic reactions to image developer or fixer chemicals and image contrast media are subject to adverse job performance.

In addition to the aforementioned physical requirements, students must not be physically dependent on non-prescribed drugs. Meeting the physical requirements of the Radiologic Technology program does not guarantee that the student will meet the physical requirements of institutions that employ radiologic technologists.

*Students must demonstrate physical compliance during the first technical quarter.

Health Considerations: Standard Precautions and Infection Control

Many students inquire about the risk of transmission of disease while working with patients with infectious conditions. In order to help reduce risk, the Center of Disease Control (CDC) recommends "standard precautions." Standard precautions are intended to prevent and minimize risks of health care workers' exposure to blood borne pathogens like HIV (AIDS virus) and varied Hepatitis viruses (Hepatitis B virus). Blood and body fluid precautions are employed by all health care workers for all patients regardless of their disease status. When these precautions are utilized, the student's risk of acquiring a disease from a patient is minimal.

June 2009

Health Requirements Policy

All students admitted to the program must comply with the health requirements policy. Prior to student placement in clinical education courses, a physician must verify the health status of the student. Additionally, students must receive **annual TB testing**, Hepatitis B vaccinations and must have immunity of measles, mumps and rubella verified.

Hepatitis B (HBV)

Hepatitis B is a serious viral infection of the liver. Hepatitis B is spread through contact with blood and body fluids and is far more contagious than HIV infection. In the health care setting, HBV is most often transmitted through breaks in the skin - needle sticks, human bites and non-intact skin, or spray to mucous membranes. Hepatitis B is preventable through vaccination. The Center for Disease Control and OSHA strongly recommend that health care workers be immunized against Hepatitis B. All of the program's affiliated hospitals require Hepatitis B vaccine treatments prior to student clinical placement.

The Hepatitis B vaccination series is developed from a yeast-base and, therefore, contains no human blood products. The vaccine is very pure and safe. Side effects are very mild such as a sore arm, mild aching and headache. The Hepatitis B vaccine is very effective. Approximately 96% of healthy adults are protected against Hepatitis B after completion of the vaccine series. Hepatitis B vaccine is given into the muscle of the upper arm. The vaccine is a series of three injections given over a period of six months. Following the third injection, an Anti-HBs test is required to check for treatment effectiveness.

The Hepatitis B vaccine is produced by two companies and is fairly expensive. Students accepted into the Radiologic Technology Program are strongly urged to arrange for the inoculation. Students must show proof of immunization or sign a waiver of release form prior to clinical course placement. Arrangements for the immunization can be made through a private physician or through the Health Department in your county. Treatment may begin during the first technical quarter, or treatment can be obtained prior to starting the program. More information will be available through the program director once the student begins technical studies.

Clinical Placement Process

Beginning in the second quarter, students enroll in clinical education courses which are scheduled at various clinical facilities throughout the local community. Selections for clinical placement are made at the end of the first quarter. The clinical coordinator for the program determines clinical assignments. During the second year curriculum, students are rotated through additional clinical facilities on a quarterly, weekly and/or biweekly

basis. Additionally, students are required to complete an evening rotation of three to four weeks during one clinical quarter in the second year. Students are responsible for transportation to and from the clinical facility and must meet health and uniform requirements. Liability (malpractice) insurance coverage is included in related lab fees for each clinical course.

Eligibility for Certification Examination and/or State Licensure

Graduates of this associate of applied science degree program are eligible to take the American Registry of Radiologic Technologists' (ARRT) examination. Successful completion of the radiography certification exam is a requirement for employment in most institutions. Applicants for the ARRT are required to comply with state and federal laws. Conviction of a crime (with the exception of speeding and parking violations) must be investigated by the ARRT in order to determine eligibility. A pre-application may be made to ARRT in order to obtain a ruling regarding eligibility for the examination. Students with specific questions about legal issues are encouraged to contact the ARRT directly or review the ethics section of their website at www.arrt.org. Licensure is also required in many states. Graduates of the program qualify for a full Ohio radiographer license upon successful completion of the ARRT examination.

Criminal Background Check and Drug Testing

Effective September 1, 2007, criminal background checks are required for all students enrolled in the Radiologic Technology Program. Required background checks include both state (BCI) and federal (FBI) and are to be completed once the student has been formally admitted into the program and prior to placement in the first assigned clinical education course (RAT 111). Students who have serious convictions on their background check will be required to complete the ARRT Pre-Application procedures. The Radiologic Technology Program does not currently conduct drug testing; however, testing requirements of each approved clinical affiliate must be followed.

*Detailed information regarding background checks and drug testing will be given to students upon acceptance.

Associate of Applied Science Degree Radiologic Technology: Estimated Program Costs

Resource	Montgomery County	Other Ohio Counties	Out of State/ International
Application Fee	\$20 Sinclair	\$15 Hocking College	\$20 Sinclair
Tuition and Lab Fees	\$45/cr	\$74/cr	\$145/cr.
Total Estimated Tuition/fees	\$5200	\$8500	\$16530
Total Estimated Book Fees	\$2000	\$2000	\$2000
Physical Exam/HBV Vaccine	\$300	\$300	\$300
Uniforms and Shoes	\$300	\$300	\$300
ARRT Exam Fee	\$200	\$200	\$200
Total Estimated Fees	\$8,000	\$11,170	19,330

Revised June 2009

**SINCLAIR COMMUNITY COLLEGE
RADIOLOGIC TECHNOLOGY**

Track A

Recommended Prerequisites

BIO 107 Human Anatomy – 5 credits
SCC 101 Student Success – 2 credits

Required Prerequisites

ALH 103	Intro to Health Care Delivery	3
ALH 106	Intro to Health Care Practice	2
ENG 111	English Composition I	3
HIM 121	Basic Medical Terminology	3
MAT 101	Elementary Algebra	4
PHY 100	Introduction to Physics	4
	TOTAL	19

Fourth Quarter (SUMMER)

COM 206	Interpersonal Communication	3
HUM	Humanities Elective	3
RAT 215	Pathology for Radiographers	2
SOC 111	General Sociology I	3

TOTAL 11

First Quarter (FALL)

ALH 104	Allied Health Informatics	2
ENG 112	English Composition II	3
BIO 121	Anatomy & Physiology I	5
RAT 121	Intro to Radiography & Positioning	4
RAT 130	Skeletal Anatomy for Radiography	1
RAT 131	Patient Care in Radiography	2
	TOTAL	17

Fifth Quarter (FALL)

RAT 212	Clinical Comp Development III	6
RAT 218	Advanced Radiographic Practice	2
RAT 219**	Pharmacology for Radiography	1
RAT 222	Principles of Radiographic Tech	5

TOTAL 14

Second Quarter (WINTER)

BIO 122	Anatomy & Physiology II	5
RAT 111	Clinical Comp Development I	4
RAT 122	Radiographic Positioning	4
RAT 132	Ethics & Law in Medical Imaging	2
	TOTAL	15

Sixth Quarter (WINTER)

RAT 199**	Principles of Digital Medical Imaging	2
RAT 213	Clinical Comp Development IV	8
RAT 231	Sectional Anatomy	2

TOTAL 12

Third Quarter (SPRING)

PHY 106	Physics for Radiologic Technology	5
RAT 112	Clinical Comp Development II	4
RAT 123	Fluoroscopy in Radiology	5
	TOTAL	14

Seventh Quarter (SPRING)

RAT 214	Clinical Comp Capstone	4
RAT 226	Synopsis in Radiography	2
RAT 229	Quality Mgmt in Medical Imaging	1
RAT 232	Radiation Biology	2
SOC 145	Comparing Cultures	3

TOTAL 12

TOTAL CREDIT HOURS

114

114 hours includes 17 hours of required prerequisites.

*Students are required to maintain certification in Basic Life Support (CPR) to meet clinical affiliate requirements. BLS for health care providers through American Heart Association or Red Cross is acceptable. **ALH 140** satisfies this requirement and will provide certification for two years.

**Course content is delivered strictly as a Web course.

Courses in **bold** may be completed prior to acceptance into the program. Required prerequisites must be completed to be eligible for program admission.

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June 2009

**SINCLAIR COMMUNITY COLLEGE
RADIOLOGIC TECHNOLOGY**

Track B

Recommended Prerequisites

BIO 107 Human Anatomy – 5 credits
SCC 101 Student Success – 2 credits

Required Prerequisites

ALH 103	Intro to Health Care Delivery	3
ALH 106	Intro to Health Care Practice	2
ENG 111	English Composition I	3
HIM 121	Basic Medical Terminology	3
MAT 101	Elementary Algebra	4
PHY 100	Introduction to Physics	4
TOTAL		19

Fourth Quarter (Winter)

RAT 212	Clinical Comp Development III	6
RAT 218	Advanced Radiographic Practice	2
RAT 219**	Pharmacology for Radiography	1
RAT 222	Principles of Radiographic Tech	5

TOTAL 14

First Quarter (Winter)

ALH 104	Allied Health Informatics	2
ENG 112	English Composition II	3
BIO 121	Anatomy & Physiology I	5
RAT 121	Intro to Radiography & Positioning	4
RAT 130	Skeletal Anatomy for Radiography	1
RAT 131	Patient Care in Radiography	2
TOTAL		17

Fifth Quarter (Spring)

RAT 199**	Principles of Digital Medical Imaging	2
RAT 213	Clinical Comp Development IV	8
RAT 231	Sectional Anatomy	2

TOTAL 12

Second Quarter (Spring)

BIO 122	Anatomy & Physiology II	5
RAT 111	Clinical Comp Development I	4
RAT 122	Radiographic Positioning	4
RAT 132	Ethics & Law in Medical Imaging	2
TOTAL		15

Sixth Quarter (Summer)

COM 206	Interpersonal Communication	3
HUM	Humanities Elective	3
RAT 215	Pathology for Radiographers	2
SOC 111	General Sociology 1	3

TOTAL 11

Third Quarter (Fall)

PHY 106	Physics for Radiologic Technology	5
RAT 112	Clinical Comp Development II	4
RAT 123	Fluoroscopy in Radiology	5
TOTAL		14

Seventh Quarter (FALL)

RAT 214	Clinical Comp Capstone	4
RAT 226	Synopsis in Radiography	2
RAT 229	Quality Mgmt in Medical Imaging	1
RAT 232	Radiation Biology	2
SOC 145	Comparing Cultures	3

TOTAL 12

TOTAL CREDIT HOURS

114

114 hours includes 17 hours of required prerequisites.

*Students are required to maintain certification in Basic Life Support (CPR) to meet clinical affiliate requirements. BLS for health care providers through American Heart Association or Red Cross is acceptable. **ALH 140** satisfies this requirement and will provide certification for two years.

**Course content is delivered strictly as a Web course.

Courses in **bold** may be completed prior to acceptance into the program. Required prerequisites must be completed to be eligible for program admission.

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Sinclair Community College Radiologic Technology Program

FREQUENTLY ASKED QUESTIONS

This frequently answered questions list has been designed to enhance communication with students regarding program admissions, the wait to begin the program, and other questions often asked of the program faculty and administrative staff.

1. How do I apply to the program?

Please follow the steps identified in the admission requirements checklist located on the second page of this application packet.

2. Is your program available on-line?

While a few courses within our curriculum are taught on-line via the Angel on-line educational platform or through video conferencing technology to our students located at Hocking College, the majority of our program courses are taught either on the Dayton or Hocking College campus.

3. I understand the prerequisite requirements for the program, but how does the acceptance process work?

We maintain database of applicants in the radiology office. A review of applicants is performed each spring to generate a list of students who are eligible for acceptance into the program. Students who have met the required prerequisites are listed in order of application date, and are then accepted into the program each year during spring quarter. An official letter of acceptance is sent to accepted students that requires a timely response to the program. If the response is not received by the designated date then that space will be given to another qualified student. It is in all students' best interest that they make sure our office is made aware of any changes in name, address, phone number, etc.

4. How long will I wait to begin the actual program courses and why is there a wait?

Currently students are waiting three (3) or more years from their date of application. Some students, based on when they meet the prerequisite requirements, have waited longer. In order to maintain quality classroom, lab and especially clinical educational experiences it is necessary to limit the number of students. In the clinical courses we must maintain adequate supervision of students to assure quality patient care and to meet our programmatic accreditation requirements. We can never allow more students in a department than radiographers so we must limit the number of students assigned at each clinical site.

5. Should I contact the program office periodically to check on my status?

While we are happy to answer any questions our students may have, it is not possible to give a student an update on their "status" on the applicant list. Because we maintain only a database of applicants, students are not given a number or position on the applicant list. When the spring review of qualified applicants is performed, acceptance is based on each student's application date at that time. When the review is run the following year students will likely have different placement depending upon how many students have applied prior to them and if those students have met the prerequisites.

6. I have general credits from another college, will they transfer and count toward the program curriculum?

To determine academic course transfer you must meet with an academic advisor to determine which, if any, courses will apply to the program curriculum. Remember to check the program admissions requirements as there is a limit on the length of time from the date of application to which the course was taken. There is also a limit on the number of attempts on which some courses can be taken without successful completion. Please see application packet for details on these and other policies.

7. Does a higher grade point average (gpa) get me accepted into the program sooner?

Currently our system for acceptance into the program is based on the official application date. The minimum gpa required for acceptance is 2.25 so at this time having a higher gpa is not currently used as admissions criteria.

8. I was told I would wait a certain number of years and have waited that long but I'm still not in the program, why is that?

It is our goal to give students the most correct information so we apologize if you were given incorrect information. How long students wait varies depending upon date of application, date of completion of prerequisites, and whether or not the student has earned a minimum of a 2.25 gpa. Sometimes the wait is estimated at the request of the student, and our policy is to give a range of years (e.g.-3-5 years) or tell students you will wait at minimum 3 years. This isn't always what the students want to hear but students currently are waiting a minimum of three (3) years from the date of application to when they are accepted to the program. Some students recently have waited as long as five (5) years, but that is most likely due to their delayed completion of the prerequisites and obtaining the minimum gpa required by the program.

9. So if I have to wait 3+ years to begin the program, what do I do while I'm waiting?

The program does not require students to continue taking courses after meeting the prerequisites, however many students chose to take courses to maintain financial aid, to meet insurance requirements, etc. Remember that students must maintain the minimum 2.25 gpa in order to be accepted when their application date is reviewed each spring. Except for any RAT course and PHY 106, all other general education courses can be completed prior to beginning the actual program course sequence. These courses are in bold print on the curriculum sheets. Please watch for the five (5) year limit on specific courses identified in the application packet.

After completion of the general education courses some students chose to take additional courses that may help them in the program once they begin. These courses would include any computer course, psychology and/or sociology, communication, additional biology and/or anatomy and physiology courses, etc.

Some student work on a one-year certificate program that they can complete and perhaps obtain work in while they are waiting. Other students work on courses that apply to another associate degree---especially if the student has received transfer credit for a number of courses from another institution. Students can also work on courses that may apply later to a bachelor degree if they wish to continue after completion of the radiologic technology associate degree.

Other students chose to not take any additional course and instead find full-time employment to earn extra money while waiting. This helps students reduce the number of hours of work while they are in the program, which helps with their retention in program courses.

10. In the past I received a letter each winter asking me if I wanted to continue in the program and I had to send something back to the program office. Are you still sending these letters out each year?

We are no longer sending out annual "Letters of Intent" to students in our applicant database. We currently have 1000+ applicants for our program so sending letters each year is simply not possible. Once you have submitted your application and it is received in our office, your name and information is stored in the database and will be reviewed annually until you meet the requirements for program admission. Since other students are affected by your name in the database, if you decide NOT to pursue our program please notify our office in writing so we can remove your name from our applicant database.

11. If something changes in the program how will I be notified?

The program primarily utilizes e-mail for distribution of pertinent information to students. In some instances information may be sent via postal mail. To assure you receive updates you should make sure to check your my.sinclair e-mail account regularly and inform the program office and college admissions office of any address changes.

12. Why does the program have a three-strike rule for ALH, BIO/BIOS, MAT and PHY courses?

As stated in the policy, "Students may withdraw or fail, but must successfully complete the course on or before the third attempt. Students are ineligible for admission to the Radiologic Technology Program after a third unsuccessful course attempt. Retention and attrition records indicate that students who take any of these courses four (4) or more times are not successful in the technical courses of the Radiologic Technology curriculum." The entire three-strike rule can be found earlier in the application packet.

13. Once I am in the program I understand that I have to earn a C or better in all required RAT and PHY courses, why is that important?

Minimum grade and/or score requirements are necessary to assure students are learning an appropriate amount of information. The certification examination offered by the American Registry of Radiologic Technologists (ARRT) requires a minimum score of 75% to pass their exam. A grade of C or better assures student preparation for this minimum score and also is necessary for the safety of the patients under our care.

14. Why is there a time limit of five (5) years from the date of application on when science and math courses can be taken?

This time limit applies to courses taken at Sinclair and also to transfer credits, and assures current student knowledge of concepts contained within applicable courses. Student success in the program is higher when students enter with prerequisite information that is current.

15. Can I work while I am in the program?

The radiologic technology program is a rigorous program that keeps students busy both in classes and labs and also studying outside of scheduled hours on campus or in clinicals. The suggested ratio for our program is three (3) hours of study outside of class/lab for every hour in class/lab. That being said, we highly discourage attempts by students to work full-time while in our program. In order to be successful, we recommend you work no more than 20hrs /week.

16. How much does the program cost?

A detailed estimate of program associated costs can be found in this application packet.

17. Do you offer certificates for certain program courses?

The Radiologic Technology Program is offered as an associate degree program and it is not possible to piece together a partial list of courses for a certificate.

18. I started a radiology program somewhere else and want to finish at Sinclair. Can I just pick up in your program where I left off in the other program?

*Students transferring from other radiologic technology programs must complete the college and program application process and meet all prerequisite requirements prior to being reviewed for admission. As a part of the college admissions process official transcripts must be sent to the Sinclair admissions office. Students wishing to receive advanced standing for radiologic technology courses must identify courses that they feel they have already completed and submit it to the Department Chair/Program Director. **In order to receive credit toward the program curriculum, demonstration of knowledge is required. (e.g.- Students must test out of requested radiologic technology courses.)***

Even if advanced standing for clinical courses is given, ALL required clinical competencies must be performed within our system, regardless of any competencies demonstrated in another program. On average, our program requires four (4) clinical courses to be completed within our competency system, regardless of previously completed courses at

another institution. Sinclair also has a residency requirement that states a student must complete a certain number of courses at our institution in order to earn a Sinclair degree. In other words, in order to meet our college residency requirement you may have to retake courses you have already successfully completed elsewhere. So the answer to this question is simple, it is very complicated and involves layers of documentation, evaluation, etc.

In addition, we currently have a wait to begin the program course curriculum. Even after evaluation of transfer courses and demonstration of knowledge if didactic, lab and/or clinical space is not available then qualified students will need to wait until space becomes available.