Application Process for an RCC Radiologic Technology Program

APPLICATIONS ARE ACCEPTED BEGINNING JANUARY 17, 2017

Application Deadline Classes Begin
March 20, 2017 September, 2017

Students returning to Radiologic Technology Program (This is ONLY for students who have previously participated in the Radiologic Technology Program)

Application Deadline Classes Begin
April 15, 2017 September, 2017
October 15, 2017 January, 2018

Due to specific requirements in the Radiologic Technology Program the admission process is very selective and competitive. There are more qualified applicants than can be admitted. To be considered for acceptance into a program, please note the following:

1. Applications are available in late January each year for general admission in September. DO NOT SUBMIT APPLICATIONS EARLIER THAN THE DATE NOTED-THEY WILL NOT BE CONSIDERED. A student not accepted to the program MUST RE-APPLY to be considered for the following year. Follow steps 2-4 and meet deadlines.

2. A completed program application sent to the RCC Admissions Department includes:
   (a) Application to the college with all college application requirements completed including validation of high school graduation or GED.
   (b) A separate Radiologic Technology Program application form (see following page).
   (c) Submission of official transcripts from other post-secondary schools with the college and Radiologic Technology Program applications.
   (d) Completion of pre-requisite courses, college placement tests, and ATI-TEAS exam.
   (e) ATI-TEAS exam does not have to be taken at Roxbury Community College but you will be responsible for getting the exam grade to RCC. Exam must be ATI-TEAS exam. (Any applicant who has taken the TEAS V exam at RCC in the last year will still be eligible to apply. You will not have to take the ATI-TEAS exam unless you want to try for a better score).

3. Students will be selected by results of the ATI-TEAS Exam (Test of Essential Academic Skills) and grade point average (GPA). Scores and four sub-scores on the ATI-TEAS exam are the primary criteria, but grade point average in prerequisite courses and other factors will be considered as a secondary criteria. Applicants must have completed prequisites courses or currently enrolled to be considered during the initial application screening. Completion of co-requisite courses will be considered in close decisions.
4. Only those students with complete and timely applications will be reviewed by the Admissions Committee. See the submission and deadline information above.

5. Obtain information from the Assessment and Placement Office Building 4, Room-102 (P) 617-427-0060 ext. 5349 about testing dates, times and how to register for the exam. The ATI-TEAS test can be taken more than once during an admission cycle/semester. Also contact the Assessment and Placement Office for information about CLEP exams and college placement tests.

6. Students are encouraged to take the elective, The College Experience (ACS 102) to strengthen their academic skills prior to applying.

The Radiologic Technology Program reserves the right to update and revise program admission criteria and program information as needed.

**Advising suggestions for program success:**

Refer to the TEAS study guide for information about preparing for the TEAS exam. It is available at the RCC Bookstore and RCC Library.

Students find Radiologic Technology course work to be very challenging. Students are advised to complete required general education credits, to work part-time, and to have support systems in place BEFORE entering a program.

**Information session attendance is required for all applicants.**

**Criminal Offense Record Information (CORI)**

In order for a student to be eligible to participate in an academic, community or clinical program that involves potential unsupervised contact with children, the disabled, or the elderly, the student will be required to undergo a Criminal Offender Record Information (CORI) check and/or a Sex Offender Registry Information (SORI) check. Students found to have certain criminal convictions or pending criminal actions may be presumed ineligible to participate in academic, community or clinical programs. The College is authorized by the Commonwealth’s Criminal History Systems Board, pursuant to Massachusetts General Laws, Chapter 6, Sections 167-178B, to access CORI records The College shall refer to regulations issued by the Commonwealth’s Executive Office of Health and Human Services, 101 Code of Massachusetts Regulations 15.00-15.16, as guidance when assessing student CORI records. Sex Offender checks shall be performed pursuant to Massachusetts General Laws, Chapter 6, and Sections 178C-178P. For more information regarding the College’s CORI/SORI check process, please contact the Director of Human Resources at 617.5415386.
Immunizations, Health Status, and CPR
All RCC students in the Radiologic Technology Program must provide documentation of the following immunizations:
- Tdap – (1 dose)
- Td (booster required if last dose over 10 years ago)
- MMR (or positive titers of Measles, Mumps, Rubella)
- Measles- (2 doses required)
- Mumps- (2 doses required)
- Rubella – (2 doses required)
- Hepatitis B – (3 doses required or positive titer)
- Varicella (positive titer or 2 immunization dates
- PPD (Mantoux) test within 6 months
- Chest X-ray required if PPD is positive
- Physical within one year of admission to program.

Documentation of seasonal influenza immunization or exemption is required to meet the requirements of health care facilities. (September to March). Students who have a documented exemption to receiving the seasonal influenza immunization should follow the exemption policy of the health care facility.

Proof of immunization must be presented to the student health office prior to entry in the clinical area in September. Serologic proof of immunity will be acceptable. Students will not be able to attend clinical without this documentation.

The programs also have specific policies related to maintaining health status. Contact the Student Health Services office at extension 5030 for details.

All students must have current CPR certification before the start of classes and throughout the program. Certification must be for adult, infant and child & AED.

Code of Ethics
The American Registry of Radiologic Technologists(ARRT) Standards of Ethics require that all RT applicants for initial licensing by examination furnish satisfactory proof of ethical behavior. This information includes, but is not limited to, the absence of a felony, certain misdemeanors, and court martial. Further information can be found at www.arrt.org/ethics.

Program Approval Status
Roxbury Community College's program in Radiologic Technology is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT), 20 North Wacker Drive, Chicago, IL 60606. www.jrcert.org.
Decisions regarding admission are made using the nursing admission rubric.

- ATI TEAS scores (20 possible points)
- Points for overall GPA (this includes all college level credits – courses taken at RCC and transferred from other institutions (4 possible points)
- Points for GPA in pre-requisite science course (A & P I)
- Admission Essay based on grade received on a separate rubric (4 points possible)
- The Radiologic Technology Admissions committee evaluates TEAS scores comprehensively with other critical components of your Radiologic Technology program application. Admission is based upon a point system and space availability. **Satisfaction of the minimum requirements does not guarantee admission.** Students with higher points are given preference. All eligible candidates are ranked according to the number of points they receive using the admission rubric.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>0 points</th>
<th>1 point</th>
<th>2 points</th>
<th>3 points</th>
<th>4 points</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEAS Total Score</td>
<td>&lt;50</td>
<td>50-60</td>
<td>61-70</td>
<td>71-80</td>
<td>&gt;80</td>
</tr>
<tr>
<td>TEAS English Score</td>
<td>&lt;40</td>
<td>40-50</td>
<td>51-60</td>
<td>61-70</td>
<td>&gt;70</td>
</tr>
<tr>
<td>TEAS Reading Score</td>
<td>&lt;47.6</td>
<td>47.6-55.4</td>
<td>55.5-68.9</td>
<td>69-83.2</td>
<td>&gt;83.3</td>
</tr>
<tr>
<td>TEAS Mathematics Score</td>
<td>&lt;46.7</td>
<td>46.7-55</td>
<td>55.1-63.2</td>
<td>63.3-86.7</td>
<td>&gt;86.8</td>
</tr>
<tr>
<td>TEAS Science Score</td>
<td>&lt;33.3</td>
<td>33.3-39.5</td>
<td>39.6-45.8</td>
<td>45.8-66.6</td>
<td>&gt;66.6</td>
</tr>
<tr>
<td>Overall GPA (all college level credits RCC and transferred)</td>
<td>2.0</td>
<td>2.1-2.5</td>
<td>2.6-3</td>
<td>3.1-3.5</td>
<td>3.6-4.0</td>
</tr>
<tr>
<td>GPA for Pre-requisite Science Course</td>
<td>2.0</td>
<td>2.1-2.5</td>
<td>2.6-3</td>
<td>3.1-3.5</td>
<td>3.6-4.0</td>
</tr>
<tr>
<td>Admission Essay</td>
<td>4-5</td>
<td>6-7</td>
<td>8-9</td>
<td>10-12</td>
<td>12-16</td>
</tr>
<tr>
<td>(Please see separate grading rubric)</td>
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</table>
Information about TEAS requirements

Applicants are required to take an academic entrance test, the ATI Test of Essential Academic Skills. The TEAS measures basic skills in reading, mathematics, science, English and language usage. No cut off score has been established for the TEAS test, but ranking points will be based on the actual test score one receives on each component. The ATI TEAS is the only version accepted by the RCC Radiologic Technology admissions committee*. The test can be taken at another college but you must submit the score to RCC. (The Rad Tech admissions committee will also accept the TEAS V version exam for the 2017 application cycle).

TEAS is designed to evaluate the academic readiness of candidates as one of the criteria to determine admission into the RCC radiologic technology program. TEAS scores will be used as part of the application process but are not the sole criteria for admission to the radiologic technology program. To have a competitive application, applicants should strive to achieve a score of “Proficient” in each category.

Information about the essay

Your essay will be reviewed by the Admissions Committee and/or the radiologic technology faculty. The essay will be evaluated based on an established grading rubric. A copy of the grading rubric is provided below. This essay will help to provide evidence of your ability to communicate effectively through written words. Language, grammar and expression of ideas will be reviewed for clarity and creativity. Attention will be placed on formatting requirements as being indicative of the ability to follow directions. If there is evidence of plagiarism, the essay will not be graded and the applicant will not be accepted to the program.

Essay format:

- Maximum of 500 words/ minimum 200 words
- Typed double-spaced pages (8 x 11) with one-inch margins
- Times New Roman 12 point font
- At the top of the page please include the following information:
  - Name
  - Date (Month, Day and Year)
<table>
<thead>
<tr>
<th>Category</th>
<th>Below Average 1</th>
<th>Average 2</th>
<th>Good 3</th>
<th>Excellent 4</th>
<th>Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Content</td>
<td>Thesis is not clear/not well developed</td>
<td>Main idea addresses prompt/has a thesis</td>
<td>Main idea addresses prompt/well developed and consistent thesis</td>
<td>Main idea addresses prompt/well developed and consistent thesis.</td>
<td></td>
</tr>
<tr>
<td>Organization</td>
<td>There is little or no organization of the essay’s content.</td>
<td>The essay is difficult to follow because of inadequate transitions and/or disorganized format</td>
<td>The essay flows logically, can be easily followed, and professionally written with some exceptions.</td>
<td>The essay flows logically and can be easily followed. The essay is professionally written.</td>
<td></td>
</tr>
<tr>
<td>Spelling, Grammar and Formatting</td>
<td>Major mechanical errors (S/V agreement, fragments, etc.) The essay is difficult to read and understand (&gt;10 errors)</td>
<td>Some mechanical errors (5-10 errors)</td>
<td>Relatively free of mechanical errors; complex and varied sentence structure (&lt;5 errors)</td>
<td>Completely free of mechanical errors.</td>
<td></td>
</tr>
<tr>
<td>Motivation for Radiologic Technology</td>
<td>No sense of caring or altruism is demonstrated. Voice is not personal.</td>
<td>Caring and altruism is mentioned; however, the ideas are not supported by examples of personal motivation and experiences. Voice is generally impersonal.</td>
<td>Caring and altruism is discussed; however, the ideas are minimally supported by examples of personal motivation and experiences. Voice is generally individualistic.</td>
<td>Caring and altruism is evident throughout the essay supported by multiple examples of personal motivation and experiences. Voice is strongly individualistic.</td>
<td></td>
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</tbody>
</table>

Total Score:
Check One Box:

☐ Associate of Science Degree Radiologic Technology Program
☐ Former RCC Radiologic Technology student seeking reentry

Name:

Last ___________________________ First ___________________________ Middle Initial __________
Maiden name or any other name you have enrolled under at RCC: ______________________________________

Address: (please print)
Street: ___________________________ Apt: ___________________________
City: ___________________________ State: ___________________________ Zip Code: ___________________________ Country: ___________________________

Telephone:

Email Address:

RCC Student ID number or Social Security number:

Have you been accepted to a Radiologic Technology program in the past?

☐ No
☐ Yes

Please be sure you have read, completed and attached or sent the following documents:

☐ Application to the Roxbury Community College
☐ Submission of official transcripts from other post-secondary schools attached: and evaluated if needed
☐ Successful completion of pre-requisite courses (listed on back of page)
☐ Radiologic Technology Program Admissions Exam - TEAS, ATI version
☐ Advising requirements including immunization and ethical behavior
☐ Personal statement indicating "Why I want to be a radiographer?" (no less than 200 words no more than 500)
☐ Attended a Radiologic Technology Information Session. Date: ___________________________

Missing documents may delay review or prevent admission. Deadlines need to be followed. Admission to a health program is selective, based on exam score, completion of pre-requisite coursework, and other criteria. Acceptance into a health program does not guarantee clinical placement. Clinical placement is necessary for successful completion of Radiologic Technology curriculum. Please refer to college student handbook and the program's student handbook.

List transcripts you have submitted with this application. If you took TEAS V or ATI TEAS during a previous cycle or at another college, please indicate this as well. Note that some colleges do not give the full four part TEAS that RCC requires.

I hereby certify that all information stated in this application is complete and accurate. I understand that falsification or omission of information may result in disqualification or dismissal.

Signature: ___________________________ Date: ___________________________

Return this page and related documents to: RCC Admissions Office, Attention: Ms. Carrie Monestime, 1234 Columbus Avenue, Roxbury Crossing, MA 02120-3400. 617-541-5310. Keep unofficial copies of transcripts and exam scores for your files.
Instructions to Applicant
In the box below, carefully print your name and address. RCC staff will use this form to notify you when the application and supporting documents are received. It is your responsibility to ensure that your application is complete, but we will attempt to notify you if any documents are missing or prove inadequate. Do not write on this form, except in the address box directly below.

<table>
<thead>
<tr>
<th>Name:</th>
<th>Record dates of notices sent to applicant</th>
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<tbody>
<tr>
<td>Address:</td>
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</table>

**DO NOT WRITE IN SPACE BELOW**

<table>
<thead>
<tr>
<th>Document</th>
<th>Received</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Radiologic Technology Program Application</td>
<td></td>
<td></td>
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<tr>
<td>RCC (College) Application</td>
<td></td>
<td></td>
</tr>
<tr>
<td>RT Admission Exam ATI TEAS</td>
<td></td>
<td></td>
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<tr>
<td>(not required for advanced placement)</td>
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<td></td>
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<tr>
<td>English Composition I</td>
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<tr>
<td>College Level Math</td>
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<tr>
<td>(Algebra, Statistics, Pre-calculus, Calculus)</td>
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<tr>
<td>Anatomy &amp; Physiology I</td>
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<tr>
<td>Other - (not required): A &amp; P II, Eng. Comp.II, Gen Psychology, Elective</td>
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Radiologic Technology Program Application 2017