

Admissions Policy

Policy

West Virginia University Hospitals and those responsible for the administration and management of the Radiologic Technology Education Programs consider each applicant for admission without regards to age, sex, race, color, religion, ancestry, national origin, handicap, or veteran status. Although accredited to enroll 4 students per academic year, program officials reserve the right to limit enrollment based upon the quality of the applicant pool and current employment market conditions. Due to the academic structure and length of the program, the radiation therapy education program does not accommodate part-time students, transfer students, advanced placement students, or early release from the Program. Admission to the Radiation Therapy Education Program sponsored by West Virginia University Hospitals is governed in accordance with the following minimum admission requirements.

Requirements for Admission Consideration

All of the following criteria are required for admission consideration and documentation must be received on or before February 1st of the year in which the student is applying for admission.

1. Applicant must be a graduate (or pending graduate) from a JRCERT accredited program in Radiologic Technology.
2. Applicant must **review** the Essential Performance Standards document on the program's web-site (www.wvuhradtech.com).
3. Applicant must **submit** the following by the February 1st to be considered for the program starting in July each year:
 - a. Program Application
 - b. Three personal reference forms (included with the application packet)
 - c. Official High School or GED scores
 - i. Satisfactory completion (passing grade of "C" or higher) of at least 2 courses of high school level (or higher) mathematics. One of the courses must be a high school level Algebra course and the other must be a higher math course (i.e. Algebra 2, Geometry, Trigonometry, Calculus, College Algebra, etc).
 - ii. Satisfactory completion (passing grade of "C" or higher) of at least 3 courses of high school level (or higher) science (i.e. Biology, Physics, Chemistry, or Human Anatomy and Physiology).
 - d. Official Transcript(s) of all post-secondary education (college, radiography, technical school, etc.)
 - i. Radiography Transcripts from an accredited program approved by the Joint Review Committee on Education in Radiologic Technology (JRCERT).
 - e. American College Test (ACT) scores or Scholastic Aptitude Test (SAT) scores
 1. Applicants must meet the following minimum scores for admission considerations:
 - i. Minimum required composite score: **ACT-19 or better, or 900 SAT equivalent.**
 - ii. The ACT or SAT Writing component is not required or included in the minimum score.
 - iii. ACT or SAT requirement is waived for applicants possessing a baccalaureate degree or higher.
 - iv. ACT School Code - 4549 SAT School code - 3863
4. American Registry of Radiologic Technologists (ARRT certification).
 - a. Registry eligible students are accepted on the condition that they successfully pass the ARRT examination in Radiography. Proof of American Registry of Radiologic Technologists (ARRT) certification in Radiography if applicable. Students who are currently enrolled in a JRCERT accredited Radiography Program and have not yet taken the ARRT exam may apply in accordance with the Non-Registered Student Admissions Policy.
 - b. Students who do not pass must withdraw from the Program and can only regain admission by entering the applicant pool in subsequent enrollment years.
5. To be eligible to sit for the primary certification exam in Radiation Therapy administered by the American Registry of Radiologic Technologists, applicants must document the following:
 - a. Completion of an Associate's degree (or higher) from an accredited post-secondary institution. The degree can be in any field or discipline.

Academic Evaluation

Program officials utilize an established, objective screening mechanism to assign academic points to a candidate based on their currently level of academic achievement. The following categories are evaluated in assigning academic points

1. ACT Composite score or SAT (Critical Reading & Math) score.
2. Radiography program and college level grades to include:
 - a. Physics & Radiobiology
 - b. Image Production & Characteristics (Exposure)
 - c. Human Structure and Function Anatomy & Physiology
 - d. Radiographic Procedures & Positioning
 - e. Applied Radiographic Procedures (Clinic)
 - f. Mathematics (cumulative)
 - g. Science (cumulative)
 - h. Healthcare – other applicable (cumulative)
3. Radiography + University Credit and or Degree (based on GPA relative to number of hours completed)
4. Healthcare experience
5. Personal Interview

6. Military Service / VA Benefit Eligible

For applicants that will potentially be using VA educational benefits if accepted, WVUH will accept, review and maintain a written record of previous education and training for each candidate. Such materials will be reviewed to determine if credit towards admission or program completion is possible.

Interview Evaluation

Interviews are granted to the top 12 academic candidates each year; however, the Education Coordinator reserves the right to limit or expand this number based on the quality of the applicant pool. Applicants not receiving an interview will be notified by mail. Interviews will be conducted in February or March of each year and candidates will be notified of their admission status no later than April 1st of each year.

Interviews are conducted by an Admissions committee consisting of a least 3 members selected by the education coordinator and may include faculty members, department managers and /or clinical staff. Using a standardized form, total interview scores from each committee member will be calculated and averaged for each candidate. Candidates must score a minimum average of **25 interview points** (out of a possible 40) to be considered eligible for admission to the program. (See Interview Form).

Overall Evaluation

The Education Coordinator will combine the Academic & Interview points into a cumulative score for each candidate and will rank the candidates in descending order. The Admission committee will review the scores and finalize the assessment by assigning up to **5 additional points** to the candidates score based on programmatic / institutional fit, and the candidates projected ability to be successful in the program. All points will be summated and a Total Point score will be assigned.

Selection

The Education Coordinator will rank the candidates in descending order and will extend offers up to the 4 candidates having the highest Total Points scores. The next 2 candidates will be waitlisted in the event one or more of the top 4 candidates do not accept the position. Waitlisted positions expire once a class is filled and do not carry over to the next admission year.

The 4 candidates selected for admission will receive:

1. Acceptance letter
2. Copy of the student handbook
3. Invoice for Admission Fee
4. The following forms (to be completed, signed and returned)
 - Statement of Intent To Enroll
 - Essential Performance Standards
 - Non-ARRT registered verification

All other applicants interviewed will receive a written verification of their non-admission or waitlisted status.

Acceptance

The 4 selected applicants will be given approximately 10-15 business days to respond to the offer of admission by completing the following prior to the established deadline:

1. Read the Student Handbook
2. Complete, sign & return the following forms:
 - Statement of Intent to Enroll
 - Essential Performance Standards
 - Non-ARRT registered verification
3. Submit a \$50.00 check to WVUH for the admissions fee.

If an applicant fails to respond to the offer of admission by the established deadline, program officials will consider the offer as null and void, and will proceed by offering the position to a wait-listed applicant.

Enrollment

Enrollment is contingent upon the student satisfactorily completing the following screening and assessment procedures within the guidelines specified by West Virginia University Hospitals. These screenings will be conducted during the orientation time frame or at a time specified by program officials. Students will be provided with additional information regarding these procedures prior to the program start date.

Students will be required to:

1. Complete a health assessment and a vaccination record review conducted by the Employee Health department.
2. Complete the criminal background investigation process. (See WVUH Policy V.036)
3. Complete the drug screening / testing process. (See WVUH Policy V.035)

Program Director/Education Coordinator Signature

Date