

West Virginia University Hospitals
Radiologic Technology Education Programs
Radiography

Policy No: **2.006**
Effective: **7/1994**
Revised: **11/2010**

Admission 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 15 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. Admission to the program in Radiography 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 must be received on or before February 1st of the year in which the student is applying for admission.

1. Completed and signed application form.
2. High School graduate or equivalent (i.e. General Education Development GED).
 - a. High school seniors are considered contingent upon their successful completion of high school prior to matriculation
3. Transcript of high school grades or G.E.D. scores
4. Satisfactory completion of 15 credit hours of post-secondary (college level) coursework in general education studies, which must include at least one course in Mathematics, and one course in Written/ Oral Communications. The balance of the general education coursework requirements can be completed in any of the following disciplines:
 - a. Arts & Humanities
 - b. Information Systems
 - c. Social / Behavioral sciences
 - d. Natural Sciences

Post-secondary (college level) coursework can be completed as a prerequisite or a co-requisite but must be completed as a requirement for graduation. Student must either document completion of the aforementioned requirement prior to the program start date or complete these requirements through an accredited college or university while enrolled in the program.

5. Satisfactory completion (passing grade of "C" or higher) of at least two courses of high school level (or higher) mathematics. One must be a minimum high school level Algebra course with the other being recommended as Geometry, Algebra II, or Trigonometry.
6. Satisfactory completion (passing grade of "C" or higher) of at least three courses of high school level (or higher) science (i.e., Biology, Physics, Chemistry, or Human Anatomy and Physiology).
7. Transcript(s) of all post-secondary education (college, technical school, etc.)
8. American College Test (ACT) scores **or** Scholastic Aptitude Test scores
 - a. Minimum required composite score: **ACT-19, SAT - 900.**
 - b. Requirement may be waived for applicants possessing a baccalaureate degree.
 - c. ACT School Code - 4549 SAT School code - 3863
9. Three letters of personal reference
10. Completed and signed Applicant Performance requirements

Evaluation

Program officials utilize an established, objective screening mechanism to assign academic points to a candidate based on their current level of academic achievement. To qualify for an interview, candidates must score in the top 60 of their applicant pool **and** score a minimum of 30 cumulative academic points. The following categories are evaluated in assigning academic points:

1. ACT Composite score or SAT (Critical Reading & Math) score.
2. High school grades (Chemistry, Physics, Biology, Algebra, Human Anatomy and Physiology, Computer Literacy, Cumulative Mathematics, and other applicable courses (at the discretion of the Admission Committee Chairperson)
3. GED scores (Math, Writing Skills, Science and Average standard scores)
4. High School Cumulative G.P.A.
5. College grades (Chemistry, Physics, Biology, Algebra, Human Anatomy and Physiology, Computer Literacy, Cumulative Mathematics, and other applicable courses (at the discretion of the Admission Committee Chairperson)
6. College Credits based on GPA relative to the number of hours completed.
7. College degree awarded (Graduate, Undergraduate)
8. Work experience (Health-related / Non- health related)

Candidates not achieving the 30 academic point minimum or not scoring in the top 60 of their respective applicant pool will be notified by letter regarding their non-admission status.

Interview

Candidates meeting the aforementioned criteria will be granted a personal interview and will be notified by mail regarding the date and time of their interview. Interviews will be conducted during the last two weeks of February and throughout the month of March. Members of Admissions Committee (Education Coordinator, Clinical Education Coordinators, and/or Clinical Instructors) will conduct the interview(s). Each member will score the applicant's interview on the Interview Report form. A candidate must score a **minimum of 25** (out of 40) interview points to be considered for a position in the program. The mean interview score will be calculated and the total number of points (academic & interview) will be entered on the applicant's respective tally sheet (see attached Applicant Tally Sheet).

Selection

Each applicant will then be ranked according to the total number of points accumulated and the 15 applicants with the highest point totals will be offered a position in the program. The next four applicants, ranked in positions 16-19, will be wait-listed according to their point totals. In the event that a position becomes available prior to the July 1 programmatic start date, the vacancy will be offered to the remaining wait-listed applicant with the highest point total. If a position is not offered to a wait-listed applicant prior to July 1, the applicant will be required to reapply if they wish to be considered for admission to the next enrollment period.

The 15 applicants chosen for admission will receive:

- a. Acceptance letter
- b. Copy of the student handbook
- c. Statement of Intent To Enroll (to be signed and returned)
- d. Invoice for Admission Fee

All other applicants interviewed will receive a written verification of their status.

Acceptance

The 15 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. Sign and return the Statement of Intent to Enroll form
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

Prior to enrollment, each student will be required to

1. Submit documentation of completed general health physical (forms & information to be provided upon admission)
2. Successfully complete the criminal background screening process (to be conducted during orientation)

Education Manager

Date