1. ☐ Contact the Radiologic Technology Office at (928) 344-7552 and ask to be placed on the Prospective Students List. Read the Prospective Student Information Packet online.

2. ☐ Read the current Student Guide and view the video(s) in About the Profession online.

3. ☐ Earn a CPT-R score of 80 or higher and complete all Prerequisite Courses with a 2.50 GPA or higher by the fall semester prior to the application period.

4. ☐ Submit official transcripts for evaluation for courses not taken at AWC.
   a. A Request for Evaluation/Re-evaluation of Credits must be submitted along with an official (sealed) transcript. Please contact Transfer Services by phone (928) 344-7638 or visit them in the 3C Building on Main Campus, or by mail: Arizona Western College, Attn: Transfer Services Office, PO Box 929, Yuma, AZ 85366.
   b. An Application for Admission must be completed if (a) You are a new student to Arizona Western College or (b) You are a former AWC student and have not taken classes in the past 12 months. There is a separate application form that is required to apply for the Radiologic Technology Program (See #7 below).

5. ☐ View Mandatory Program Information video online and submit completed questionnaire with a score of 80 or above to radiology@azwestern.edu.

6. ☐ Order a Fingerprint Clearance Card (If you do have a current* card, order Fall semester prior to applying).
   a. If you have a valid Fingerprint Clearance Card, the original card must be submitted along with a completed Program application. Copies will be made by the Radiologic Technology Office.
   b. If you do not have a Fingerprint Clearance Card, you will have to apply for one.
      i. Fingerprint Clearance Card application packet & instructions are available OUTSIDE the Radiologic Technology Office (LR 224). Please note it will cost approximately $65 to order.
      ii. Be advised that it can take anywhere from 4 – 8 weeks to receive your card from The Department of Public Safety. We will NOT accept applications without the card.
* A current card is one that will not expire before the end of the 2 year Program enrollment period.

7. ☐ Submit a completed Program application to the Radiologic Technology Office.
   a. Program applications are ONLY available at the Radiologic Technology Office (LR 224). Applications will be available mid January to the last Thursday in February.
   b. CPT-R score, unofficial transcripts, and a valid Fingerprint Clearance Card must be submitted with Program application.
      i. CPT-R score must be obtained from the Testing Services Office.
      ii. Unofficial transcripts must be obtained from the Admissions and Registration Office; printouts from Web Advisor will NOT be accepted.

8. ☐ A testing permit to take the TEAS V Exam will be issued by the Radiologic Technology Office after CPT-R and Prerequisite GPA scores are verified. TEAS V testing will be available mid January to the last Thursday in February. A study guide is available in the AWC Library Reserves Section or for purchase.

9. ☐ Attend a 4-Hour observation at Yuma Regional Medical Center. Observations will be scheduled by the Radiologic Technology Office in March.

10. ☐ Sit for an interview with Program Faculty and Staff. Interviews will be scheduled by the Radiologic Technology Office in March.

11. ☐ Student Selection Process. Notifications of acceptance or declination will be mailed in April.
   a. Please do not call with inquiries about selection.
MISSION STATEMENT
The Radiologic Technology Program is a comprehensive competency-based program of study that prepares students to sit for the National Registry Examination offered by the American Registry of Registered Technologists (ARRT) allowing successful students to graduate with expertise at the entry level in the field of Radiologic Technology and to be eligible for education and training in other specialized diagnostic imaging fields.

PROGRAM GOALS
The Radiologic Technology Program at Arizona Western College serves its communities of interest and its students through meeting and maintaining the following goals:
1. Students will demonstrate competency at the entry level of the field of Radiologic Technology.
2. Students will demonstrate the ability to use critical thinking skills.
3. Students will communicate effectively.
4. Students will apply technical concepts to clinical practice.
5. Students will display the positive affective behaviors of teamwork and professionalism.
6. The Program will monitor its effectiveness.

WHAT IS RADIOLOGIC TECHNOLOGY?
Radiologic Technology is the use of ionizing radiation to produce images of the body for the purpose of assisting the physician in diagnosing diseases. Routine examinations are done on all bony structures, but also on the following systems: Respiratory, Digestive, Urinary, and Reproductive.

Most people are familiar with chest x-rays and also know that x-rays are the best way to diagnose broken bones. The radiographer performs routine procedures, as well as procedures that require the use of contrast agents which make it possible to study organs that cannot otherwise be seen. Radiologic Technologists are valued members of the healthcare team. Through combination of classroom and clinical training, students learn radiographic equipment operations, patient positioning techniques, radiation safety and patient care skills. If you enjoy the latest in computer technology, helping others in need of medical care and learning in a rapidly changing environment – THIS IS THE PROFESSION TO CHOOSE!

THE ROLE OF THE RADIOGRAPHER ON THE HEALTHCARE TEAM
The Radiologic Technologist plays an important role on the medical team as the technical assistant to the radiologist, a physician who has specialized in the use of x-rays for diagnosis and treatment. A Radiologic Technologist is qualified to work in hospitals, doctors’ offices, public health projects, industrial medical clinics, veterans and military hospitals. A skilled Radiologic Technologist assists the radiologist in examining for broken bones, ulcers, tumors, diseases or malfunction of organs.

The technologist adjusts x-ray equipment to the correct setting for specific examinations, puts the patient into the correct position, makes the required x-ray exposure, and processes radiographs. Technologists also use mobile x-ray equipment in the emergency room, in surgery or at a patient’s bedside. Other responsibilities may also include maintaining x-ray equipment in efficient operating condition except for major repairs, keeping records of patient’s radiographs and reports, ordering supplies, updating and maintaining patient data on the computer. Technologists are responsible for the mental and physical comfort of patients while they are in their care, as well as protecting themselves and the patient from harmful radiation.

Successful completion of the Radiologic Technology Program at Arizona Western College is based on achievement of clinical competency which involves clinical practice gained from emergency room rotations,
rotations through routine diagnostic areas and scheduled weekend and evening rotations, which are designed to help students achieve clinical competency.

**WHAT TYPE OF PERSON IS SUCCESSFUL IN THIS PROGRAM?**
Successful students are those who want to help people, enjoy a rapidly changing environment, can adapt to changing technology, can think and respond quickly to changing situations and can tolerate the stress of being a member of the health care team. This profession is one that has had tremendous changes since the discovery of x-ray in 1895. New procedures for detecting and diagnosing disease are being invented each day. Diagnostic Radiology and all of its other imaging modalities are used in these new procedures. If you like to be in an environment that is changing, growing and action packed, this is the profession to choose!!!

**TECHNICAL STANDARDS**
(Physical, cognitive, and behavioral requirements for students in the Radiologic Technology Program)

**Requirements:**
Radiologic Technology students must be able to gain experience in many settings, e.g., hospital, public health offices, doctor’s offices, and clinics. Some of the physically demanding settings include the hospital, and various clinical sites. The work terrain often varies and students are expected to walk long distances. Training in Radiologic Technology includes active, complex experiences, requiring the ability to keep track of a large number of activities at a time. Transportation to health care facilities and clinics is the responsibility of the student.

**Standard 1:**
In order to provide safe care in the Radiologic Technology Program, the students must be able to satisfy, with or without reasonable accommodation, physical, cognitive, and behavioral abilities required for satisfactory completion of all aspects of the curriculum. The essential abilities required by the curriculum are in the following areas: motor, sensory, communication, intellectual (conceptual, integrative and quantitative abilities for problem solving and patient assessment) and the behavioral and social aspects that impact the performance of a radiology student. Any change in physical, cognitive and/or behavioral status of the student requires a new student medical history form to be placed in the student’s file.

**Standard 2:**
The Program requires the use of comprehensive speech, memory, reading and writing to communicate with clients, families and other health professionals. The student must be able to quickly and efficiently provide direct care functions, engage in therapeutic communication and function effectively in stressful situations.

**Standard 3:**
Essential functions for patient care include the use of senses to gather information, i.e. color changes in the skin, hearing heart and lung sounds through a stethoscope, feeling pulses and feeling hot/cold skin, etc. Patient care requires the ability to synthesize information from a variety of sources and apply it in making decisions regarding safe patient care. The student must be focused and alert to maintain patient care safety. This includes the ability to place the patient care’s needs first.

**Standard 4:**
During clinical training, the student must be able to accomplish tasks that ordinarily require the student to stoop/bend, squat, kneel, climb, push/pull, grasp/handle, reach over shoulders, reach at waist, reach below waist, lift, hear, see, smell, touch, stand and walk during most of the entire clinical day (between 4 and 10 hours). Physical agility is required while working. There is pushing and pulling of various medical equipment and items required for patient care. There may be a need to lift patient with and without mechanical devices.
Note: AccessABILITY Resource Services (ARS)
The AccessABILITY Resource Services office works in partnership with students with disabilities, faculty and staff to remove barriers in the educational process through design and accommodation. We recognize disability as an aspect of diversity and promote a culture of inclusion for all diverse groups.

Goals for students:

- Become effective self-advocates, independent and self-sufficient
- Build self-awareness, self-esteem and self-identity
- Work through personal obstacles and obtain academic success

Requesting Accommodations

- Students must self-identify with AccessABILITY Resource Services and submit documentation on the disability/(ies).
  - The eligibility determination process is not a same day process. Once documentation is received, it will be reviewed in order of receipt; therefore, it is recommended that documentation be submitted well in advance of any accommodation related needs (e.g. exam accommodations and alternative media services).
- Students must make an appointment with the ARS Coordinator; located on the second floor of the 3C building at 928.344.7674 (V) Students must meet with the coordinator each semester to develop the accommodation letter.
  - Be prepared to speak to the Coordinator about their disability and the barriers they feel they may encounter in the classroom, as well as, accommodations or design modifications needed to ensure equal access.
  - The ARS Coordinator works with students to determine which design modifications or accommodations are appropriate for each class.
  - We encourage all students to contact instructors two weeks before the start of classes to discuss accommodations and success strategies for the semester. This not only gives the instructor time to consider the changes that will be needed to ensure access to materials, but also breaks the ice and encourages more effective communication.

Note: Services can be requested at any time during the semester; however, requesting services well in advance will help ensure resources are available when needed.

Equal Opportunity Policy and Students with Disabilities
Arizona Western College does not discriminate in admission or access to, or treatment or employment in, its services, programs, or activities on the basis of race, color, national origin, sex, religion, age (40+), or disability, in compliance with the laws of the United States and the State of Arizona. Any questions regarding that applicability of state and federal anti-Discrimination laws to Arizona Western College and its services, programs or activities, and any grievances or claims of violation of such laws, should be directed to its compliance officer: the Vice President for Business and Administrative Services, P.O. Box 929, Yuma, AZ, 85366-0929, (928) 344-7515.
THE APPLICATION PROCESS

BE PLACED ON PROSPECTIVE STUDENTS LIST
Contact the Radiologic Technology Office at (928) 344-7552 and ask to be placed on the Prospective Students List. Read the Prospective Student Information Packet online. This is simply a list of students who are interested in the program and does not hold a place for you to be admitted into the Program.

READ STUDENT GUIDE AND VIEW VIDEO(S)
Read the current Student Guide and view the video(s) in About the Profession online.

COMPUTERIZED PLACEMENT TEST - READING (CPT-R) SCORE
All prospective students are required to have a score of 80 or above on the Computerized Placement Test - Reading (CPT-R). This is part of the standard college placement tests. As part of the admission process to AWC, students are required to take a Computerized Placement Test (CPT) which tests the students in Reading, Writing, and Math. Students are placed in appropriate courses based on their scores for each individual test. Students applying to the Radiologic Technology Program are required to have a minimum CPT-R score of 80.

This test is available at no cost to the student through the AWC Testing Center located in the 3C Building. Please call (928) 344-7641 for Testing Center hours. If you have already taken the test and have achieved the appropriate score, you will not be required to retest. If the student has not taken the test or did not attain the minimum score, the student will have to take/retake the test until the appropriate score is obtained. A student wishing to retest within 90 days will be charged $20.00 after a 24-hour waiting period. If the minimum score is still not obtained, the student may retest again but only after a 90-day waiting period which will then be at no charge.

PREREQUISITE COURSES
The Program is an intense and comprehensive program of study; it is a combination of academic course work and clinical training for two years. A strong background in mathematics and science courses is recommended in order to be eligible to apply to the AWC Radiologic Technology Program. The GPA of the prerequisites is used as part of the student ranking process; all prerequisites must be completed before the student applies to the Program. Applicant’s GPA for the below mentioned courses must be a minimum of 2.50 in order to be eligible to apply to the Program. Students must attain a minimum grade of “C” or above in all prerequisite courses. Prerequisites may not be repeated more than once. Students are not permitted to repeat more than 2 prerequisite courses. The student should submit transcripts of courses not taken at AWC to the Transfer Services Office to be evaluated.

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Cr</th>
</tr>
</thead>
<tbody>
<tr>
<td>CIS 120</td>
<td>Introduction to Computer</td>
<td>3</td>
</tr>
<tr>
<td>MAT 142</td>
<td>College Math with Applications (or higher)**</td>
<td>3</td>
</tr>
<tr>
<td>ENG 100</td>
<td>Introduction to Composition I (or higher)</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>Freshman Composition (or higher)</td>
<td>3</td>
</tr>
<tr>
<td>PSY 101</td>
<td>Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>AHE 101</td>
<td>Medical Terminology</td>
<td>3</td>
</tr>
<tr>
<td>BIO 160</td>
<td>Anatomy &amp; Physiology (BIO 201 &amp; 202 may be substituted)</td>
<td>4</td>
</tr>
<tr>
<td>(</td>
<td>Approved Arts &amp; Humanities Course (see page 17)</td>
<td>3</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>25</td>
</tr>
</tbody>
</table>
**NOTE: Only 3 credits of math will be used to calculate a student’s prerequisite GPA. If a student has taken a higher level math course (e.g., MAT 151) excluding MAT 183, the math course will be calculated based on a 3-credit scale. This does not affect a student’s Official Transcripts; the conversion is used solely for ranking purposes.

**TRANSCRIPTS**

If a student has attended a college or university other than AWC, official transcripts must be evaluated by the Office of Transfer Services for transfer credit. It is the student’s responsibility to request the official transcript(s) from the prior college(s). Transfer credits will not be considered until the evaluation is completed and posted to the student’s AWC record. *The transcript evaluation process may take three to six weeks and must be completed by the application period deadline.* Please contact Transfer Services by phone (928) 344-7638 or visit them in the 3C Building of AWC Main Campus, or by mail.

A Request for Evaluation/Re-Evaluation of Credits MUST be filled out in order for your transcripts to be evaluated. The student must specify Radiologic Technology as their Major. NOTE: If the institution that you are transferring your credits from ONLY sends out ELECTRONIC transcripts, you need to have them send DIRECTLY to AWC at transferservices@azwestern.edu. Faxed or printed copies will NOT be acceptable. Acceptable transcripts require the imprint of the official school seal and be sent directly from the issuing institution to: Arizona Western College, Attn: Transfer Services Office, PO Box 929, Yuma, AZ 85366-0929.

An Application for Admission must be completed if (a) You are a new student to Arizona Western College or (b) You are a former AWC student and have not taken classes in the past 12 months. *There is a separate application form that is required to apply for the Radiologic Technology Program (See below).*

**VIEW MANDATORY PROGRAM INFORMATION VIDEO, COMPLETE QUESTIONNAIRE, & SUBMIT**

The Mandatory Program Information video and questionnaire is for students who are interested in applying to the Program and who have completed the prerequisite coursework. The questionnaire must be submitted to radiology@azwestern.edu with a score of 80 or above before applying to the Radiologic Technology Program.

**ORDER A FINGERPRINT CLEARANCE CARD (If you do not have a current* card)**

Fingerprint Clearance Card application packet & instructions are available OUTSIDE the Radiologic Technology Office (LR 224). Please note it will cost approximately $65 to order. *Be advised that it can take anywhere from 4 – 8 weeks to receive the card from The Department of Public Safety.* The Radiologic Technology Program will NOT accept Program applications without the card. If the student already has a Fingerprint Clearance Card that has not expired, the student will have to submit the original card along with the completed Program application. Copies of the card will be made at time of submission. The Radiologic Technology office will verify the validity of the submitted card with the Department of Public Safety. Applicants must submit the original valid Fingerprint Clearance Card along with a completed Program application. **Copies will not be accepted.** Students who are unable to submit a valid Fingerprint Clearance Card will NOT be allowed to apply. *It is recommended to order Fingerprint Clearance Card in the Fall semester prior to applying in January.*

*A current card is one that will not expire before the end of the 2 year Program enrollment period.

**CRIMINAL BACKGROUND CHECK BY VALID FINGERPRINT CLEARANCE CARD:**

I. Applicants to the College’s Radiologic Technology Program (the “Program”) must present a valid fingerprint clearance card in order to be cleared for clinical placement prior to submitting an application to the Radiologic Technology Program. The primary clinical affiliate for the Program, Yuma Regional Medical Center, requires all students operating in a clinical setting to be cleared for patient contact using the...
same criteria as outlined in the American Registry of Radiologic Technologists (ARRT) Standard of Ethics, Section B – Rules of Ethics, Subsection 3. An applicant not cleared for clinical placement will not be allowed to apply to the Program until he/she presents a valid fingerprint clearance card. The card must not expire during the student’s enrollment period in the program (2 years). If a review of the current card shows that it will expire during the enrollment period in the program, the applicant will be required to apply for a new fingerprint clearance card. Admission to the program is contingent on presentation of a valid fingerprint clearance card.

II. Students applying for enrollment in the Radiologic Technology Program are required to disclose the following information on their application:
   a. Criminal proceedings including:
      i. misdemeanor charges and convictions;
      ii. felony charges and convictions;
      iii. military court-martial;
   b. disciplinary actions taken by a state federal regulatory authority or certification board; and/or;
   c. Honor Code Violations

III. Falsification or presentation of fraudulent information on the application form will result in denial of enrollment in the program or once enrolled, is grounds for disciplinary action by the College including expulsion and conditions placed on future enrollment.

IV. Clearance of a student with a criminal history to participate in clinical settings in the Program does not insure that, upon completion of the Program, the student will meet the requirements for certification imposed by the ARRT. A student with any criminal history should contact the ARRT at the time of application to the Program to review his or her eligibility for eventual certification as a radiologic technologist. Students are advised to complete the Ethics Review Pre-Application Packet and submit to the ARRT.

The College may request an updated fingerprint clearance card at any time during enrollment in the Program. Students must inform the Program Director of any involvement with the criminal justice system while they are enrolled in the program. A criminal conviction which occurs while the student is enrolled in the Program will impact the student’s ability to participate in clinical assignments and will be cause for removal from the Program.

The validity of the fingerprint clearance card will be checked by AWC. (See Authorization to Verify Validity of Fingerprint Clearance Card form; given with Program Application)

ARRT ETHICS REVIEW (if applicable to you)

After graduation students are considered candidates to sit for the American Registry of Radiologic Technologists (ARRT) National Certification Board Examination. Candidates must comply with the “Rules of Ethics” contained in the American Registry’s “Standards of Ethics”.

Applicants must disclose any:
   1. Felony charges and convictions; and/or
   2. Misdemeanor charges and convictions; and/or
   3. Military court martial; and/or
   4. Disciplinary actions taken by a state or federal regulatory authority or certification board; and/or
   5. Honor code violations
   6. Dismissal from another Radiologic Technology Program

Revised 07/2015
A conviction of, or plea of guilty to, or a plea of nolo contendere to a crime that is either a felony or a misdemeanor, must be investigated by the ARRT in order to determine eligibility.

If violations are disclosed, the student must:
1. Make an appointment with the Program Director to discuss the ethics review process; and
2. Complete and submit to the ARRT the “Ethics Review Pre-Application Packet” found online at [www.arrt.org](http://www.arrt.org) or go directly to [https://www.arrt.org/pdfs/Ethics/Ethics-Review-Pre-Application.pdf](https://www.arrt.org/pdfs/Ethics/Ethics-Review-Pre-Application.pdf).

**SUBMIT PROGRAM APPLICATION**

Program applications are ONLY available at the Radiologic Technology Office (LR 224). Applications will be available **mid January to the last Thursday in February** and must be filled out completely before submitting to Radiologic Technology Office. Students must submit the following documents along with the completed application:
1. CPT-R score must be obtained from Testing Services located in the 3C Building.
2. Unofficial transcripts to verify prerequisite GPA must be obtained from the Admissions and Registration Office located in the 3C Building; printouts from Web Advisor will **NOT** be accepted.
3. Valid Fingerprint Clearance Card.

**TEAS V EXAM**

The **TEAS V Exam** is the computerized Test of Essential Academic Skills V for Allied Health and is taken at AWC Testing Center (located in the 3C Building). A testing permit for the TEAS V Exam will be issued by the Radiologic Technology Office upon verification of acceptable prerequisite GPA and CPT-R Test score. The TEAS V measures basic essential skills in the academic content area domains of reading, mathematics, science and English and language usage. The Program requires the student to take this exam to measure their academic preparation for the medical field. All students are required to take the exam and pass with a minimum score of 50% or above to continue with the application process. The TEAS V exam is comprised of 150 questions with four subject areas including: Reading, Mathematics, Science, and English and Language Usage. There is a copy of the Study Guide available in the AWC Library Reserves Section. This copy is available for a 2-hour period and can only be viewed in the library. If you would like to purchase a copy of the study manual and/or practice assessments, they are available at [https://www.atitesting.com/ati_store/TEAS-Products.aspx](https://www.atitesting.com/ati_store/TEAS-Products.aspx) or direct link to study manual only is at [http://www.atitesting.com/2/teas-prep/study-guide.aspx](http://www.atitesting.com/2/teas-prep/study-guide.aspx) for an estimated cost of $50.00.

The TEAS V exam is administered by the AWC Testing Center between mid January to the last Thursday in February. Test scores must be turned in to the Radiologic Technology Office by the due date; no exceptions will be made. A testing permit must be issued first prior to taking the TEAS V exam. The TEAS V exam can only be taken one time and the student must attain a score of 50% or higher on their first attempt. **A student cannot retake the exam to improve their score.** If a student’s score is above the minimum 50%, that score will be recorded in the ranking process. Students will only be allowed to retake the TEAS V one time if their score is below a 50%. **A student who has a score below 50% has to request a retake exam permit from the Program. There will be a 7-day waiting period before a student can retake the exam.** A student can only retake the exam once per application period. The initial exam is free to the student. If a student must retake the exam because they did not pass the first time, then a retake fee of $45.00 will need to be paid to the AWC Business Office / Cashier (payable to 10-0000-13746-5210).

**ATTEND AN OBSERVATION**

The Radiologic Technology Office will schedule a 4-hour observation in the Radiology Department at Yuma Regional Medical Center. This will be done at the beginning of March after verification of TEAS V score. Applicants will report to Yuma Regional Medical Center Radiology Department on the scheduled date and specified time to observe for 4 hours. Observation Policies for Prospective Students will be e-mailed, along with the scheduled date and specified time of the observation, which must be followed. All applicants will wear a lab coat during the observation which will be provided at the clinical site. There will be paperwork at the
observation site that will need to be completed. **The observation process is not complete until the student has contacted the Radiologic Technology Office by e-mail after the observation and confirmed the intent to proceed.**

**THE INTERVIEW**

The Radiologic Technology Office will schedule interviews when a student has confirmed their intent to continue with the application process. Communication skills are very important. Radiologic Technologists must explain all procedures to patients in order to get informed consent to perform exams, to obtain medical histories, to calm and comfort anxious patients and to give vital information to Radiologists, Physicians, and other members of the healthcare team. The interview process allows your communication skills to be assessed. No applicant is admitted without successfully completing the interview process.

1. Please report promptly for the interview at the scheduled date and specified time.
2. The interview will last approximately 30 minutes.
3. There will be three or four persons on the committee.
4. Applicants will be evaluated for communication skills and their ability to deal with stressful situations.

**STUDENT SELECTION PROCESS**

Student ranking will be completed after all applicants have been interviewed. Applicants will be notified in April of acceptance or declination by mail by the Radiologic Technology Office. **Please do not call with inquiries about selection.**

Student ranking is based on:

<table>
<thead>
<tr>
<th>Category</th>
<th>Minimum Score Required</th>
<th>Highest Possible Score</th>
<th>Ranked Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prerequisite GPA</td>
<td>2.5</td>
<td>4.00</td>
<td>4 point</td>
</tr>
<tr>
<td>CPT-R score</td>
<td>80</td>
<td>105</td>
<td>1 point</td>
</tr>
<tr>
<td>TEAS V Exam</td>
<td>50</td>
<td>100</td>
<td>1 point</td>
</tr>
<tr>
<td>Interview</td>
<td>21</td>
<td>33</td>
<td>1 point</td>
</tr>
<tr>
<td><strong>Total Points Possible</strong></td>
<td></td>
<td><strong>7 points</strong></td>
<td></td>
</tr>
</tbody>
</table>

Applicants will be ranked in 2 separate groups:

**1st ranking:** Includes students in the top 20 after all scores have been weighted. Their transcripts will reflect successful completion of all prerequisite courses, acceptable CPT-R, TEAS V and Interview scores. The highest-ranking students will be offered seats for the summer semester. Students who are considered in this ranking will be notified of their status no later than April 15th.

A **2nd ranking** will be done when/if seats are available after the 1st ranking. Students who were not selected in the 1st ranking will be offered seats if the students who were initially selected defer their admission or change their career choice. The highest ranking students on the list will then be offered those remaining seats.

**Students will be notified by mail of acceptance or declination to the Program.**

*Arizona Western College does not discriminate in admission or access to, or treatment in employment in, its services, programs, or activities on the basis of race, color, national origin, sex, religion, age, or disability.*
Health and safety requirements must be completed and all documentation turned into the Radiologic Technology Office in order for students to be cleared for clinical placement one month prior to the first day of class. Students must follow a specific timeline in order to ensure that all requirements are met by the deadline. Timeline will be explained in detail to accepted students during the “New Student Health Meeting”.

**Health and Safety Requirements include:**

1. **CPR Certification**
   a. Valid Health Care Provider Basic Life Support – CPR Certification
      i. American Heart Association or Red Cross Certification is acceptable
      ii. Card must state either Health Care Provider (AHA) or Professional Rescuer (ARC)
   b. Students must complete a basic first aid and CPR course one month prior to the first day of class
   c. Re-certification will be required during the second year

2. **Physical Examination**
   a. The Student Medical History Form must be completed and signed by a Licensed Nurse Practitioner, a Physician Assistant (PA), or Physician (MD or DO)

3. **2-Step TB Screening**
   a. Testing is done twice, one week apart, and must be repeated every 6 months
   b. Submit documentation of a TB skin test done in May and November
      i. If there is history of a positive skin test provide:
         1. Completed TB symptoms questionnaire
         2. Chest x-ray results, done within a year after the positive skin test

4. **Immunizations or titers**
   a. Measles, Rubella, Rubeola, Varicella
   b. Tetanus (Td), Pertussis
   c. Hepatitis B Vaccination – optional
   d. Influenza Vaccination – optional

5. **Negative Drug Screen**
   a. The drug screening must be completed and results submitted 1-week prior to the first day of class.
   b. The Health Evaluation/Drug Screen Consent and Release form must be submitted.
   c. Students with a positive drug screen will not be allowed to enroll in Radiology courses.

6. **Fingerprint Clearance Card**
Students may register for these courses **after** they have been admitted into the Radiologic Technology Program. *Registration for RAD courses requires the Director’s signature.*

<table>
<thead>
<tr>
<th>Year 1 – SUMMER</th>
<th>Course Name</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>RAD 100*</td>
<td>Introduction to Radiography &amp; Patient Care (12 hrs)</td>
<td></td>
<td>2.0</td>
</tr>
</tbody>
</table>

*Course must be completed before moving on to the next semester*

Total credits **2.0**

<table>
<thead>
<tr>
<th>Year 1 – FALL</th>
<th>Course Name</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>RAD 105</td>
<td>Basic Radiographic Procedures</td>
<td></td>
<td>3.0</td>
</tr>
<tr>
<td>RAD 110</td>
<td>Patient Care in Imaging Technology</td>
<td></td>
<td>3.0</td>
</tr>
<tr>
<td>RAD 115</td>
<td>Principles of Radiographic Imaging I</td>
<td></td>
<td>3.0</td>
</tr>
<tr>
<td>RAD 120*</td>
<td>Clinical 1 Medical Radiologic Technology (18 hrs)</td>
<td></td>
<td>3.0</td>
</tr>
</tbody>
</table>

*Courses must be completed before moving on to the next semester*

Total credits **12.0**

<table>
<thead>
<tr>
<th>Year 1 – SPRING</th>
<th>Course Name</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>RAD 106</td>
<td>Intermediate Radiographic Procedures</td>
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</tr>
<tr>
<td>RAD 111</td>
<td>Radiographic Anatomy &amp; Physiology</td>
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</tr>
<tr>
<td>RAD 121*</td>
<td>Clinical 2 Medical Radiologic Technology (24 hrs)</td>
<td></td>
<td>4.0</td>
</tr>
<tr>
<td>RAD 215</td>
<td>Principles of Radiographic Imaging 2</td>
<td></td>
<td>3.0</td>
</tr>
</tbody>
</table>

*Courses must be completed before moving on to the next semester*

Total credits **13.0**

<table>
<thead>
<tr>
<th>Year 2 – SUMMER</th>
<th>Course Name</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>RAD 122*</td>
<td>Clinical 3 Medical Radiologic Technology (24 hrs)</td>
<td></td>
<td>4.0</td>
</tr>
</tbody>
</table>

*Course must be completed before moving on to the next semester*

Total credits **4.0**

<table>
<thead>
<tr>
<th>Year 2 – FALL</th>
<th>Course Name</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>RAD 200</td>
<td>Radiographic Imaging Equipment</td>
<td></td>
<td>3.0</td>
</tr>
<tr>
<td>RAD 205</td>
<td>Advanced Radiologic Procedures</td>
<td></td>
<td>3.0</td>
</tr>
<tr>
<td>RAD 216</td>
<td>Radiologic Pathology</td>
<td></td>
<td>3.0</td>
</tr>
<tr>
<td>RAD 220*</td>
<td>Clinical 4 Medical Radiologic Technology (30 hrs)</td>
<td></td>
<td>5.0</td>
</tr>
</tbody>
</table>

*Courses must be completed before moving on to the next semester*

Total credits **14.0**

<table>
<thead>
<tr>
<th>Year 2 – SPRING</th>
<th>Course Name</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>RAD 207**</td>
<td>Radiation Biology and Protection</td>
<td></td>
<td>3.0</td>
</tr>
<tr>
<td>RAD 217</td>
<td>Advanced Medical Imaging</td>
<td></td>
<td>2.0</td>
</tr>
<tr>
<td>RAD 221*</td>
<td>Clinical 5 Medical Radiologic Technology (30 hrs)</td>
<td></td>
<td>5.0</td>
</tr>
<tr>
<td>RAD 225</td>
<td>Radiologic Technology Seminar</td>
<td></td>
<td>2.0</td>
</tr>
</tbody>
</table>

*All courses must be completed prior to sitting for the ARRT Exam*

Total credits **12.0**

*Each clinic course has a $1,000 fee*

**If offered online, there will be an online course fee.*
ADVANCED PLACEMENT FOR PRACTICAL TECHNOLOGIST IN RADIOLOGY (PTR) WITH VALID LICENSE (Excludes Podiatry and Chiropractic Licenses)

Prospective students with documented prior Radiologic Technology experience, who have completed the prerequisites for admission to the Radiologic Technology Program at AWC, may apply to the Program as soon as the prerequisites are completed. Applicants who hold an active, current, valid PTR license to practice upper and lower extremities, chest and abdomen (excludes podiatry and chiropractic licenses) will be admitted into the Program at the start of the Program’s 3rd semester (Spring), if there are available seats in the current class, and if the following criteria are met:

1. Contact the Radiologic Technology Office at (928) 344-7552 before the end of May of the year prior to the Spring semester, to set up an appointment with the Program Director to discuss your options.
2. Meet the Program’s entire minimum standards for admission to include all health and safety requirements (See Health and Safety Requirements).
3. Submit documentation of completion of training in a Practical Technologist in Radiology Program.
   a. Valid MRTBE card
   b. Transcripts
4. Enroll in RAD 101 in the Fall of the year prior to your admission ($1,000 course fee).
5. Obtain a passing score of 75% or above on a challenge exam for RAD 105 – Basic Radiographic Procedures, RAD 110 – Patient Care in Imaging Technology, and RAD 115 – Principles of Radiographic Imaging 1 prior to being accepted to the Program. Challenge exams cannot be repeated.
6. Simulate the exams for RAD 120 & RAD 121 (upper and lower extremity, chest, abdomen, and pelvis) with a passing score of 32 or above prior to being admitted to the Program.
7. Attend 80-hours of observation in the fluoroscopy area.

Applicants are advised to review the Student Guide online (also available in the AWC Library) and to contact the Program at (928) 344-7552 to schedule an appointment with the Program Director.

The Radiologic Technology Program will provide students with a list of resources to ensure successful completion of advance placement requirements (computer software in labs, Radiologic Technology textbooks at AWC Library, access to tutoring services).

TRANSFER CREDITS FOR ADVANCED PLACEMENT FOR PRACTICAL TECHNOLOGIST IN RADIOLOGY (PTR) WITH VALID LICENSE (Excludes Podiatry and Chiropractic Licenses)

<table>
<thead>
<tr>
<th>Year 1: Summer</th>
<th>Course Prefix</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>RAD 100</td>
<td>Introduction to Radiography &amp; Patient Care (12 hours)</td>
<td>2.00</td>
</tr>
<tr>
<td>Total credits</td>
<td></td>
<td></td>
<td>2.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Year 2: Fall</th>
<th>Course Prefix</th>
<th>Course Title</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>RAD 105</td>
<td>Basic Radiographic Procedures</td>
<td>3.00</td>
</tr>
<tr>
<td></td>
<td>RAD 110</td>
<td>Patient Care in Imaging Technology</td>
<td>3.00</td>
</tr>
<tr>
<td></td>
<td>RAD 115</td>
<td>Principles of Radiographic Imaging 1</td>
<td>3.00</td>
</tr>
<tr>
<td></td>
<td>RAD 120</td>
<td>Clinical I Medical Radiologic Technology (18 hours)</td>
<td>3.00</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td></td>
<td>12.00</td>
</tr>
</tbody>
</table>

Revised 07/2015
WHAT IS CLINICAL TRAINING?
This component of the Program happens in the hospital or at outpatient medical offices. The students have tremendous opportunities to perform radiographic examinations on patients under the direct supervision of registered Radiologic Technologists. This aspect of the Program is vital to the area of teaching proper patient care skills, and the proper methods of positioning the patient. This is the actual “hands-on” portion of the Program.

WHERE DO WE GO FOR CLINICAL TRAINING?
The Radiologic Technology Program is very fortunate to have the following facilities as Clinical sites:

- Yuma Regional Medical Center
- Yuma Regional Medical Center Foothills Campus
- Outpatient Centers
- Urgent Care Centers
- Doctor’s offices in Yuma

CLINICAL INFORMATION
There are some very important facts about the Radiologic Technology Program students should be aware of prior to applying for this Program. Because of the clinical education requirements of this Program, students do not follow the college’s published academic calendar. Students are assigned to specific clinical rotations to enhance clinical skills and to meet Program requirements during semester breaks. Appropriate vacation and break times are provided throughout the curriculum.

Students in this Program are involved in professional coursework and clinical education rotations for 12 hours per week in the first summer semester and up to but not exceeding 40 hours per week in the last semester. Full time work outside of the Program requirements is strongly discouraged.

Radiography students deal with a variety of sick and injured patients. Rotations through trauma (emergency) areas, coronary care and pediatric intensive care are necessary to provide students with a comprehensive clinical education.

Rotations through the trauma area are required; these rotations will be scheduled during the evening hours to insure sufficient clinical education experiences. The schedules are posted well in advance to allow the student time to alter work or personal schedules. Students will rotate on a weekly basis through other clinical rotations and can expect to rotate the evening rotations approximately 5 times during the remainder of the curriculum to allow for competency and proficiency.

Clinical rotations through weekends (Saturday and Sunday) are required. These rotations provide students with trauma experiences that are normally not available during regular weekday clinical education assignments. Rotations are scheduled on the day shift and the night shift. These rotations are posted well in advance to allow the student time to alter work or personal schedules.

Students can expect to rotate the weekend rotations approximately five times during the remainder of the curriculum, to allow for competency and proficiency. Students must be of a physical and emotional state that will allow them to meet clinical goals such as moving patients and equipment, and communicating with patients and other medical staff.

Students will adhere to a prescribed dress code while in the clinical rotations, as well as follow rules and regulations set forth by the Program to properly orient students to the hospital setting. Attendance requirements for class and clinical rotations are much more stringent than the overall college’s policy.
WHY ARE APPLICATIONS ONLY ACCEPTED ONCE A YEAR?
Applications are only accepted on a yearly basis because we want to give students the opportunity to complete all prerequisites before the application process in January.

IS THERE A WAITING LIST TO GET INTO THE PROGRAM?
No, the Program does not have a waitlist. A Student not accepted into the Program after the application process is required to contact the Radiologic Technology Office to reactive their application the following year. Applications are valid one year after declination.

CAN I FINISH MY PREREQUISITES WHILE I AM IN THE PROGRAM?
No, we do not allow students to complete prerequisites while in the Program for two reasons:
1. Part of the application process includes taking into account a student’s prerequisite GPA score, without completing all courses, we cannot include this score in the ranking process.
2. Taking additional courses with the pre-scribed Radiologic Technology courses can hinder a student’s success in the required core courses. Students are enrolled in 12 – 14 credits of academic and clinical courses each semester, by allowing a student to take more classes they would be:
   a. Disrupting their clinical rotations because the prerequisite courses many interfere with their clinical schedule, and
   b. Disrupting their focus on academic courses by adding extra study time for classes they should have completed before the Program began.

HOW MANY STUDENTS ARE ACCEPTED INTO THE PROGRAM EACH YEAR?
The Program accepts 20 students each year. Classes begin in the summer, with an intense Clinical Orientation Course, RAD 100, that prepares the student for achieving clinical goals in the following fall semester.

HOW LONG IS THE PROGRAM?
This Program is a 22 -month program spanning six continuous semesters beginning with the summer of the application period.

WHY DO WE HAVE TO INTERVIEW FOR THE PROGRAM?
Communication skills are very important. Radiologic Technologists must explain all procedures to patients in order to get informed consent to perform exams, to obtain medical histories, to calm and comfort anxious patients and to give vital information to Radiologists, Physicians, and other members of the healthcare team. The interview process allows your communication skills to be assessed. No applicant is admitted without completing the interview process. The Radiologic Technology Office will schedule interviews once a student has confirmed their intent to continue with the application process. Students are encouraged to review the Program material online before their interview.

WHAT HAPPENS IF I AM NOT ACCEPTED INTO THE PROGRAM? CAN I APPLY AGAIN NEXT YEAR?
If you are not accepted into the Program, you can reactivate/re-apply the following year. The student must contact the Radiologic Technology Office to request that their application be reactivated. Applications can only be reactivated the following application period; if more than one application period has elapsed between the initial application and re-application, a student will need to begin the application period all over again. This includes sitting for the TEAS V, attending an observation, and participating in the interview process.
WHY DO I HAVE TO SUBMIT A COPY OF MY FINGERPRINT CLEARANCE CARD?
Our Background Check Policy states that “Applicants to the College’s Radiologic Technology Program (the “Program”) must present a valid Fingerprint Clearance Card in order to be cleared for clinical placement along with a completed application. The primary clinical affiliate for the Program, Yuma Regional Medical Center, requires all students operating in a clinical setting to be cleared for patient contact using the same criteria as outlined in the American Registry of Radiologic Technologists (ARRT) Standard of Ethics, Section B – Rules of Ethics, Subsection 2.” Requiring students to present a valid Fingerprint Clearance Card before being accepted ensures students will be cleared for clinical placement before classes begin.

WHEN CAN I BEGIN COMPLETING THE HEALTH REQUIREMENTS?
Students who are accepted into the Program will be required to attend a “Health Requirements” meeting where they will be instructed on the various requirements as well as deadlines to complete each requirement. It is not recommended that students attempt to complete their health requirements until after they have attended the meeting.

HOW DO I BECOME REGISTERED?
Graduating students will take the National Credentialing Board Examination. This is given by the national credentialing body called the American Registry of Radiologic Technologists (ARRT). Passing this examination give you the status of “registered” and will allow you to work across the country. Many states though, will require you to take an additional examination called a “Licensing Examination”. You must be licensed by the State of Arizona to practice in this state after graduation. For more information visit; http://www.arra.state.az.us/MRTBE.htm

Please feel free to call the Radiologic Technology Office regarding your questions about the application process, the Program’s requirements, or about the Radiologic Technology profession. Thank you for your interest in the Program.

Victoria V. Holas, M. Ed RT (R)
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Learning Resource Building (LR), Room 223
(928) 314-9574

Marcela Castro
Senior Secretary, Radiologic Technology Program
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Shelly Sizemore, BS RT (R)
Clinical Coordinator, Radiologic Technology Program
shelly.sizemore@azwestern.edu
(928) 336-7951

Affirmed by the Arizona Western College Radiologic Technology Advisory Committee.
APPROVED ARTS & HUMANITIES COURSES

**Arts**
ARH 141 Survey of World Art 1
ARH 142 Survey of World Art 2
ENG 281 Intro to Film Studies
MUS 120 Music Appreciation
THE 101 Survey of Theatre
THE 102 History of Contemporary Theatre

**Humanities**
AJS 123 Ethics and Criminal Justice
ENG 170 Intro to the Literature of the Bible
ENG 180 Literature of the American West
ENG 185 Myths and Other Traditional Narratives
ENG 186 Folklore
ENG 190 Intro to Literature
ENG 220 Science Fiction
ENG 231 World Literature to 1600
ENG 232 World Literature 1600 to Present
ENG 241 English Literature to 1800
ENG 242 English Literature 1800 to Present
ENG 245 Contemporary Multicultural Literature
ENG 251 American Literature to 1860
ENG 252 American Literature 1860 to Present
ENG 261 Introduction to Shakespeare
PHI 101 Intro to Philosophy
PHI 103 Intro to Logic
PHI 105 Intro to Ethics
PHI 220 Medical Ethics
PHI 233 Philosophy of Religion
PHI 240 Ancient Philosophy
PHI 257 Social and Political Philosophy
REL 201 Comparative World Religions
REL 210 Introduction to the Old Testament (Hebrew Bible)
REL 220 Introduction to the New Testament
SPA 260 Mexican-American Literature
SPA 261 Intro to Spanish Literature
SPA 263 Intro to Hispanic Film and Culture
SPA 265 Survey of Spanish and Spanish-American Literature

*** Subject to change, see current AWC Catalog for approved Arts & Humanities courses ***

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ESTIMATED PROGRAM COSTS

During the Application Process
Fingerprint Clearance Card \(^2\) $65.00
TEAS V Exam retake \(^3\) $45.00
Misc: Ethic Review Packet to ARRT \(^4\) $100.00
(Students with Misdemeanor/Felony record only)

Once Accepted into the Program
Health Requirements \(^5\) $250.00
Uniforms (scrubs, patches, shoes, etc. for 2 years) \(^6\) $550.00
Tuition \(^7\) $12,396.00
Prerequisites - ($78.00 per credit – 25 credit) $1,950.00
Radiology - ($78.00 per credit – 57 credits) $4,446.00
Clinic Course Fees ($1,000.00 per course) $6,000.00
Program ID Badge $10.00
Text Books \(^8\) $975.00
Online Registry review course $100.00

Graduation Expenses*
Fee $15.00
Gown $40.00
Pin $64.00

*Subject to change, please call the Bookstore for current cost

Total Estimated Program Costs $14,610.00

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\(^1\) PLEASE NOTE: ALL FEES AND COSTS ARE SUBJECT TO CHANGE
\(^2\) Valid Fingerprint Clearance Card must be submitted with completed application.
\(^3\) There is no charge for the 1st try; fee is applied to subsequent tries. Applicant is only allowed to re-take the TEAS V exam if a minimum score of 50% is not attained.
\(^4\) Students with a criminal record should complete Ethics Review Pre-Application and submit to ARRT.
\(^5\) Cost of health requirements may vary depending on the health provider the student chooses.
\(^6\) Scrub uniforms can be purchased at the AWC Bookstore with Financial Aid funds. Cost of Uniforms will vary depending on number of scrubs, patches, type of shoes, etc.
\(^7\) Tuition is based on fee schedule for the current school year. (See AWC Tuition & Fees Schedule web link)
\(^8\) All books must be purchased in the Fall semester after being accepted, except for the Patient Care in Imaging Technology text which is purchased in the summer for RAD 100

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