State Fair Community College

Radiologic Technology
Associate of Applied Science Degree
Application

Deadline to apply: March 1st

This means all application materials must be received in the Radiologic Technology Department by 3:00 pm on March 1st or the 1st business day of March. If you are mailing your materials, it is highly suggested you mail them by February 15th to ensure timely arrival.

You may drop off or mail all application materials to the address listed below:

ATTN: Radiologic Technology Administrative Assistant, Fielding 246
State Fair Community College
3201 West 16th Street
Sedalia, MO 65301-2199

State Fair Community College does not discriminate based on race, color, national origin, sex, disability, religion, sexual orientation, veteran status, or age in its programs and activities or in employment. The following persons have been designated to handle inquiries regarding the nondiscrimination policy: Director of Human Resources, Hopkins Student Services Center, (660) 596-7484, or Dean of Student and Academic Support Services, Hopkins Student Services Center, (660) 596-7393. The Hopkins Center is located on SFCC's Sedalia campus at 3201 W. 16th St. Sedalia, MO 65301. Inquires also may be directed to the U.S Department of Education, Office of Civil Rights at OCR.KansasCity@ed.gov.

Interested persons may obtain information as to the existence and location of services, activities and facilities at State Fair Community College that are accessible to and usable by persons with disabilities by contacting the Access office, Yeater Learning Center, Room 159, SFCC, 3201 W. 16th Street, Sedalia, MO 65301, (660) 530-5832.

Title IV and Licensure Requirements

The State Fair Community College Radiologic Technology Program is designed to meet educational requirements for an ARRT professional license/certification in Radiography required for employment as a Radiologic Technologist in ALL 50 STATES. If you have questions about licensure/certification requirements in a specific state, contact the program directly or view the information listed in Consumer Information at https://www.sfccmo.edu/about/consumer-information/. The information will be reviewed and updated on an annual basis prior to the start of fall semester.

If a student is determined to be located in a state where the Radiologic Technology Program does not meet educational requirements, in order to enroll in the Radiologic Technology Program, the student will be required to complete an attestation prior to starting the program indicating plans to work in a state where the Radiologic Technology Program meets educational requirements.

Revised August 2024

SFCC Student ID   SFCC Email Address (no personal accounts)

Last Name   First Name   Middle Name

Preferred Name   Other Names You Have Used

(Area) Home Phone No.   (Area) Cell Phone No.

Address – Street, Route, or Box Number

City   State   Zip Code

Please select one:

☐ I have applied AND completed my Enrollment Checklist to be fully accepted to State Fair Community College.

☐ I have applied AND completed my Enrollment Checklist to be fully accepted to State Fair Community College BUT currently enrolled in courses at another college. Unofficial transcripts are included.

If applying to more than one SFCC Health Science program, please select first choice:

☐ Radiologic Technology program
☐ Diagnostic Medical Sonography program
☐ Dental Hygiene program
☐ Other:_____

![State Fair Community College logo]

State Fair
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3201 W. 16ᵗʰ St. • Sedalia, MO 65301-2199

Application for Admission Form
RADIOLOGIC TECHNOLOGY PROGRAM

Has a regulatory authority or verification board ever:
- Denied, revoked or suspended your professional license, permit, registration, or certification, or
- Placed you on probation, under agreement, or under consent order; or
- Allowed voluntary surrender of your professional license, permit, registration, or certification; or
- Subjected you to any conditions or disciplinary actions by such an organization

YES ☐ NO ☐

While attending an educational program to meet ARRT certification and registration requirements, were you ever suspended, dismissed, or expelled from that program?

YES ☐ NO ☐

Have you submitted an eligible application to the SFCC Radiologic Technology program in a previous year? YES ☐ NO ☐

Radiologic Technology Program Application Checklist
If you are already a SFCC student skip Step One
Please initial as each step is completed.

Step One: Meet State Fair Community College (SFCC) Admission Procedures

— Submit an online SFCC Application for Admission at www.sfccmo.edu/admissions. Students must be **fully admitted (Enrollment Checklist completed)** to SFCC with all official transcripts **received and articulated** before March 1. Students must submit official college transcripts from all colleges where credit was earned or attempted, including dual credit earned in High School. In progress, Spring courses will be articulated at the end of Spring semester.

Step Two: Meet SFCC Radiologic Technology Program Admission Requirements

— Read the Radiologic Technology Program, Program Information and meet the Essential Qualifications for the Radiologic Technology Program located at www.sfccmo.edu/radiologic-technology.

— Complete the ATI TEAS – AH (Allied Health) pre-entrance program exam **with an overall score of 60 or above** prior to application deadline. This test is required for all students. If exam was completed at testing center other than SFCC, official transcript must be requestsed from ATI; visit https://help.atitesting.com/how-do-ati-teas-transcripts-and-score-submissions-work for more information.

— Complete prerequisite courses by the end of the spring semester in which the student is applying. (*If course is currently in progress, please note IP by the course AND INCLUDE UNOFFICIAL TRANSCRIPT*)

☐ BIO 207 Human Anatomy with Lab – 4 credit hours with **B or higher**

☐ BIO 208 Human Physiology with Lab – 4 credit hours with **B or higher**

☐ MATH 110, 112, 113, 114, 119, or higher – 3 credit hours with **B or higher**

☐ ENGL 101 English Composition I or ENGL 102 English Composition II – 3 credit hours with **C or higher**

☐ HEOC 119 Medical Terminology – 3 credit hours with **C or higher**

— No minimum GPA, cumulative or otherwise, is required for the Radiologic Technology Program. However, the **prerequisite GPA** earned by the student will be calculated into the points awarded during the selection process. GPA is checked at the end of the spring semester of the school year in which the student is applying. If two grades exist for a required course on the transcript the higher of the two grades will be used for the GPA computation. The GPA will be figured to the one hundredth position, such as 3.45 or 2.54, and not rounded beyond that point; for example, a 2.46 will not be rounded to 2.5.

Step Three: Communication with SFCC about Program Requirements and Application Process

Met with Navigator or Program Official (face to face, e-mail, Zoom or via telephone) regarding program expectations and application process.

Step Four: Application Submission

— **Submit application packet containing the following by March 1ˢᵗ or 1ˢᵗ business day of March.**
  o Application for Admission Form
  o Applicant Observation Form(s)
  o Essay
  o Application Checklist with all steps initialed
  o Unofficial transcript if currently enrolled in non-SFCC prerequisite courses during Spring semester

Selection Process

Students in the Radiologic Technology program are admitted to the college on the same basis as other students, but admission to the college does not ensure admission into the Radiologic Technology program. The Admissions Committee may be comprised of the Program Director, Clinical Coordinator, members of the advisory committee and possibly other college personnel may evaluate students for the class. Candidates will be evaluated based on a point scale. Points will be awarded as described below:

Criteria	Formula for calculating points	Points Possible
GPA in prerequisite courses	GPA x 100/4.0	100
ATI TEAS	Score from exam	100
Essay	Avg. score from Admissions Committee	50
Health Sciences Interview	Avg. score from Admissions Committee	50
Total		**300**

Any Student who has previously completed the entire application process will be awarded 5 additional points.

All applicants will be notified of their status **via SFCC student email**. All attempts will be made to have notifications out by the first week of June. Please do not contact the program or Navigator to request your status prior to the second week of June. All accepted or alternate applicants must return the acceptance notification form by the deadline indicating acceptance or decline of the offer as a class member or alternate. Applicants who did not achieve a class member or alternate selection will also be notified by June 1ˢᵗ. Please be sure you have a current address, email, and phone number in the mySFCC system on the Academics tab under "personal information". IT support for accessing SFCC student email is available at https://www.sfccmo.edu/its-knowledge-base/email-for-students/.

We cannot offer admission to all the qualified applicants. Our enrollment is limited to 18 students. Only students meeting the minimum requirements will be presented to the Admissions Committee. Final selection will be made by the Admissions Committee and the 18 applicants with the highest total scores will be selected for the class. The following information may be evaluated during the selection process: GPA in prerequisite courses, oral communication skills, written communication skills, professionalism, critical thinking ability, motivation for the profession, commitment to completing the program, career and professional goals, and realistic expectations.

The information above is directly related to the program's mission, vision and goals. Every effort is made to ensure the selection process is fair and equitable to all applicants. The selection process strives to achieve a well-rounded assessment of the student as a whole.

Essay Instructions

Please use the following instructions as you prepare your admission essay:
Submit a 2-page typed essay with your SFCC student ID# in the top left-hand corner. Your name should not be used anywhere in the essay. The essay should be double-spaced, 12-point Times New Roman font, and have 1-inch margins. The essay should use correct grammar, any necessary medical terminology, punctuation, and spelling.

The essay should address the following writing prompts:

1. In your opinion, where does U.S. healthcare need to improve to better serve the population?
2. Explain the reasoning behind your answer.
3. Provide at least one solution that you believe is viable for the challenge(s) you have discussed.
4. Make sure to cite any direct information or references used, if necessary.

**Feel free to address any issue, in any branch of healthcare. Choose your topic based on something that you are informed and passionate about. Be sure to elaborate on all of your thoughts, while adhering to the length requirement.

The essay is a crucial component of the application process as many program classes include written assignments; therefore, strong writing and communication skills are essential. Communication is vital for healthcare professionals because they must be able to communicate with patients and other members of their team, such as technologists, radiologists, and nurses.
Applicants are encouraged to utilize the Academic Success Center. Students may send their papers to the tutors via email. Tutor contact information may be found at: https://www.sfccmo.edu/offices-services/tutoring-services/

The tutors may not be able to help with some healthcare-related wording, but they would be able to help with writing mechanics, such as critical thinking, organization, and professionalism, as well as sentence structure, grammar, spelling, and clarity.

Applicant Observation Form
RADIOLOGIC TECHNOLOGY PROGRAM

To the applicant: Observe a <u>minimum of **8** hours with a Registered Radiologic Technologist (RT)</u> in one or more clinical sites and use a new form for each site (make copies of this form as necessary). Observation hours are good for 18 months. It is recommended to observe more than 8 hours and in more than one clinical setting. Contact the site in advance and schedule the observation. Please dress appropriately for your observation. Take this form with you to give to the RT to complete and sign. Submit the signed form with your application packet. If employed at this facility, a maximum of 8 hours observation at this site may be counted. NOTE: The Admissions Committee may contact the facility for additional information or verification.

_____   _____

Dates of Observation   Total # of Hours Observed

_____

Student Name (please print)

_____

Facility Name   City/State

To the Radiologic Technologist: As an admission requirement to the SFCC Radiologic Technology Program, applicants are required to observe an RT for a minimum of 8 hours in one or more clinical settings. If the information listed above for the prospective student is correct for today's observation, please complete the section below, sign the form and return it to the student. Forms with missing signatures will not be accepted.

Type of exams that the student observed at this facility on the above date(s):

_____ Computed Radiography	_____ Direct Capture	_____ Surgery
_____ Fluoroscopy	_____ Contrast Study	_____ Trauma
_____ Portable	_____ CT	_____ MRI
_____ Pediatrics	_____ Geriatrics	_____ Pain Clinic

Printed name of observed RT: _____

Signature: _____

Did the student present himself or herself in a professional manner? ____ Yes   ____ No

Thank you for sharing your time and expertise. Please complete the comment box below or contact our office if you have further comments regarding this applicant.

Additional comments about this applicant:

State Fair Community College
Danielle Beumer, Director
660-596-7178

Post-Application Program Admission Checklist

☐ Health Sciences Interview - Applicants will be notified within two weeks of application deadline about their eligibility status. Please do not contact SFCC about acceptance into program. We will contact you **via your SFCC student email**. Upon invitation, attend the Health Sciences interview session as scheduled. Students invited to the interviews will receive a letter **via SFCC student email** with a specific date and time. Students who have been invited to the Health Sciences interview must RSVP and participate in their session, non-participation will result in the loss of 50 points.

☐ Acceptance and alternate letters will be sent to students via SFCC student email once final grades have been received; typically during the first week of June. Students must respond by the stated deadline to accept their position in the program.

☐ Satisfactory background check – Students must have a satisfactory background check utilizing a United States Social Security number. Background check is completed after admission to program. Any applicant who has been convicted of felonies and/or misdemeanors must discuss this matter with the Radiologic Technology Program Director. This could affect your ability to take the ARRT Registry after graduating from the program. Refer to policy included in the Radiology Technology Information Packet.

☐ Drug screening - Drug testing is completed after admission to program.

☐ Completion of Immunization Requirements – Occurs after admission to program. Refer to policy included in the Radiologic Technology Information Packet.

☐ Program orientation/campus store day – Occurs after admission to program. Details will be sent to students via SFCC student email.

Final decision of admission to the program will occur when the above criteria have been met and completed, and reviewed by the Radiologic Technology Admissions Committee.