

## MINIMUM CRITERIA FOR ADMISSION CONSIDERATION

### Radiologic Technology Program

To be considered for admission to the Radiologic Technology Program, the following items must be received in the Admissions Office by **February 1**:

- Application to Shawnee State University
- Selective Admission Application-Radiologic Technology
- Official High School Transcript
- Official College Transcripts
- ACT Score with "18" in Science Reasoning
- Minimum GPA of 2.5
- Proof of Algebra and Biology with a C or better

Meeting the minimum criteria does not guarantee admission. Applicants who qualify are ranked, and only a limited number are accepted due to clinical site capacity. Most years, qualified applicants far outnumber available seats, so admitted students typically exceed the minimum requirements.

To further explain these requirements, please read the following information thoroughly. If you have questions regarding these requirements, please contact the Selective Admission Specialist team at [chhs@shawnee.edu](mailto:chhs@shawnee.edu).

1. Applicant must first be a Shawnee State University student or have submitted an application for admission to Shawnee State.
  - Shawnee State-[Apply for Admission](#)
2. All applications must be submitted through the online portal. Please apply before **February 1**.
  - [Selective Admission Application-Radiologic Technology](#)
3. All applicants must include the following materials with the Application:
  - Official high school transcripts
  - Official college transcripts
    - i. Include all previous college transcripts
  - ACT scores
  - Job Shadowing documentation
    - i. Applicants may complete job shadowing at any healthcare facility that permits observation. It is the applicant's responsibility to arrange this process, which may take several weeks. All requirements and procedures set by the healthcare system must be followed. Documentation for this experience can be found at the end of this document, or students can use the [digital DocuSign form](#).
4. Applicants must be eligible to enter MATH 1200/STAT 1150 and ENGL 1101 as the program [curriculum](#) describes.
5. All applicants will be notified by email when the files are reviewed, indicating the completion of an application or if documents are missing. **It is the responsibility of the student to make sure all requirements are submitted before the deadline.**
6. The submission of an Application does not guarantee enrollment into the Radiologic Technology program. All applicants with complete files by the deadline are ranked using the same selection criteria. **The program does not use a waiting list.** The selection criteria includes ACT composite score, math and science class grades, high school grade point average, and college grade point average. Students will be informed via email of the status of their application.

- Additional criteria may be used in cases where some of the applicant's scores are similar. These criteria may include work experience, knowledge of the profession, and improved grades from high school to college. Some of this information may be taken from the **Application**.
  - The selection process strives to ensure maximum fairness and objectivity.
  - The criteria is evaluated yearly. If you have any questions or concerns, please contact the Director of the Radiologic Technology Program at (740) 351-3247.
7. The student **must** participate in a required **information** session with the program faculty. Following the completion of the application deadline, all students who have met the minimum requirements will be contacted via email with available days/times for the information sessions.
  8. Students will have the option to select preference for location to attend lab portion of their education. On the selective admission application, students can select one of three options: SSU Campus, Portsmouth Ohio; Adena PACCAR Medical Education Center, Chillicothe, Ohio; or EITHER. Preference is not guaranteed and location will be assigned at time of offer of acceptance.
  9. The Application is valid for one admission cycle only.

### **ACCEPTANCE OF RESPONSIBILITIES**

**I understand that if admitted to the program, I will be responsible for:**

1. **Traveling** to a clinical site up to 70 miles away from the University/student residence and arriving by 7:00 a.m.
2. **Securing** a reliable source of transportation.
3. **Devoting** up to 12 hours a day to my education, including reading, group study, and clinical preparation.
4. **Spending** up to 25-40 hours weekly in the classroom, lab, or hospital setting.
5. **Caring** for patients of all ages, ethnic, and social backgrounds.
6. **Obtaining and documenting** the completion of required vaccinations and TB skin tests.
7. **Obtaining** background checks and drug screening as requested.
8. **Keeping** program officials updated with current contact information and academic requirements.

### **Certifying Exam Eligibility**

The **American Registry of Radiologic Technologists** is the organization that administers the national certifying examination to our graduates. Their standards require them **to investigate** all cases where candidates have been convicted of either a **felony** or a **misdemeanor**, the only exceptions being speeding and parking violations. The ARRT allows individuals to request a **pre-application** to determine their eligibility for the ARRT exam. Contact the Program Director for more information on this topic at (740) 351-3247.

I understand that by completing this Application, I am noting that I have been informed of the above requirements and agree to abide by them if admitted to the Radiologic Technology Program.

Shawnee State University is committed to providing a campus environment free from discrimination and harassment. The University prohibits discrimination and harassment of any type and affords equal employment opportunities to employees and applicants without regard to race, color, religion, age, national origin, ethnicity, national ancestry, sex, pregnancy, gender, gender identity or expression, sexual orientation, military service or veteran status, mental or physical disability, or genetic information.

## TECHNICAL STANDARDS

Students must meet the following criteria as a prerequisite for clinical education in the Radiologic Technology Program. If at any time during completion of the program that a student becomes unable to follow the following criteria, the student may not be able to continue in the Radiologic Technology Program.

1. Observation: The student must possess sufficient eyesight either naturally or through correction to maintain a range of 20/20 to 20/60 and to effectively:
  - a. Observe patients for any changes in their condition during an imaging procedure.
  - b. Manipulate equipment, such as setting technical factors on the radiographic control panel.
  - c. Evaluate radiographic quality for correct exposure factors and proper positioning.
  - d. Read and interpret printed material such as a textbook or imaging procedure request.
  - e. Able to distinguish color shade changes for safe patient assessment.
2. Communication: The student must possess good verbal and nonverbal skills such as:
  - a. Possess hearing ability, with or without correction, to hear and respond to a patient from distance of 6 to 20 feet.
  - b. Communicate verbally with patients and other health care providers.
  - c. Sufficient verbal and written skills to communicate needs promptly and effectively in English.
3. Motor Skills: The student must possess gross and fine motor coordination to:
  - a. Effectively grasp and hold securely using two functional upper limbs, with or without an assistive device or method.
  - b. Walk without assistive devices including, but not limited to, braces, canes, crutches, walkers, for extended periods of time.
  - c. Respond promptly to patient and health care providers request for assistance in moving wheelchairs, carts, and other medical equipment.
  - d. Lift a minimum of 30 pounds, and pull approximately 150 pounds of weight safely.
  - e. Provide CPR or other emergency treatment to patients with no restrictions.
  - f. Possess skills to carry out diagnostic procedures.
  - g. Demonstrate the ability to operate and adjust radiographic equipment from a height that may exceed 80 inches from the floor.
4. Intellectual/Conceptual Integrative and Quantitative Abilities: The student must possess satisfactory intellectual and emotional function to:
  - a. Exercise independent judgment in the safe practice of medical imaging procedures.
  - b. Use discretion in performing radiographic imaging procedures and handling confidential patient information.
  - c. Solve problems in obtaining radiographic information in difficult situations without causing harm to the patient.
  - d. Apply critical thinking to perform effectively in high-stress situations while demonstrating professional decision-making.
  - e. Analyze feedback and integrate constructive criticism into clinical and didactic performance, exercising sound judgment with integrity.

### Radiologic Technology Applicant's Checklist

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| <ol style="list-style-type: none"><li>1. Completed Application to Shawnee State (if not currently enrolled)</li><li>2. Selective Admission Application-Radiologic Technology</li></ol> |
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| <ol style="list-style-type: none"><li>3. Submitted all high school and college transcripts</li><li>4. Submitted ACT scores</li></ol> |
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**Non-RDLT courses required in the RDLT curriculum (these courses can be taken before entering the program or along with RDLT program classes)**

\_\_\_ENGL 1101/1102

\_\_\_ENGL 1105

\_\_\_MATH 1200/STAT 1150\* (MATH 1200 preferred)

\_\_\_PSYC 1101

\_\_\_BIOL 1130\*

\_\_\_BIOL 1131\*

\_\_\_BIOL 3635\*

\_\_\_COMM 1103

\_\_\_AHNR 1102

\*These are not pre-requisites to apply but help increase the applicant's chance of being accepted if they are completed before the February 1 application deadline.



## **Job Shadowing Guidelines**

Job shadowing is an excellent way to provide insight and first-hand observation for a possible career or major. Keep in mind that when shadowing, you are representing the institution or business that has granted you permission to shadow. You will be in contact with their patients, clients, business associates, and the public in general. You need to ensure that you represent them, Shawnee State University, and yourself in a positive and professional manner. Below are guidelines to help display professionalism.

**Arrive on Time:** Always be punctual and listen carefully to the person you are shadowing.

**Ask Questions:** Ask appropriate questions during the observation time. If you have any questions about job shadowing attire or policies, ensure you ask questions before arriving so that you can properly prepare.

**Attire:** Do not wear jeans, jean skirts, hooded sweatshirts/jackets, shorts, sandals, halter-tops, sundresses, or similar casual attire. Shoes should be closed-toed for safety. Clothing should fit properly. Ensure clothing is not too tight or too loose. Both clothing and shoes need to be clean and well-maintained. For example, khaki pants and a polo shirt are often acceptable.

**Hair:** Hair should be clean, combed, and neatly styled. For those with long hair, pulling it back is highly recommended. Shaggy, unkempt hair does not appear professional. Ensure beards, sideburns, and moustaches are neatly trimmed and groomed.

**Jewelry:** Use discretion and consider safety precautions when wearing jewelry during shadowing. Visible jewelry applied through body piercings, with the exception of pierced earrings, is highly discouraged. Earrings should be modest size and number.

**Tattoos:** It is recommended to cover all tattoos. This may require wearing long sleeves, turtleneck shirts or modifying attire to cover any tattoos. Some host institutions require that all tattoos be covered.

**Cell Phones:** Power off cell phones at all times. Do not check texts, email, or take phone calls while shadowing. It is highly suggested that you leave your phone locked up in your car glovebox or in a secure location while shadowing.

**Remember, some believe it only takes seven seconds to make a first impression (Gorman, 2011), so professionally presenting yourself is vitally important! Go Bears!**

Gorman, C. (2011, February 13). Seven Seconds to Make a First Impression. *Forbes*. Retrieved from <https://www.forbes.com/sites/carolkinseygoman/2011/02/13/seven-seconds-to-make-a-first-impression/#4a4d46682722>



Student applicants must perform at least 10, no more than 32 observation hours in a Radiology department. It is recommended, but not needed that the student observes as many modalities as possible (General X-Ray; Computed Tomography, CT; Magnetic Resonance Imaging, MRI; Ultrasound; Nuclear Medicine; Radiation Therapy; or Interventional Procedures). Students must follow the facility's requirements regarding HIPAA confidentiality and any other requirements deemed necessary by the facility.

Please attach this completed form to the Selective Admission Application-Radiologic Technology or email it to [chhs@shawnee.edu](mailto:chhs@shawnee.edu). Using the [digital DocuSign form](#) is preferred.

Student Name (print): \_\_\_\_\_

Student SSU I.D. # (if applicable): \_\_\_\_\_

Facility where observation hours were completed: \_\_\_\_\_

Date	Hours observed	Modality observed	Name of Supervising Technologist

Total Number of Hours: \_\_\_\_\_

Student signature: \_\_\_\_\_