



Dear Applicant:

Thank you for your interest in the Radiologic Science major at Avila University. Applications will be accepted between January 15th and April 15th each year for the following spring. Applicants must be accepted to the university prior to the interview. Interviews will be scheduled in April and May each year. You will be notified of your status after all interviews have been completed.

The Department of Radiologic Science is committed to non-discrimination and equal opportunity in its admission process. Please review the attached Standards for Admission in order to determine if you meet the application requirements. You may also phone or email me with your questions.

It is your responsibility to complete the university application process prior to the deadline. All official transcripts from institutions other than Avila must be included as part of your university application.

Thank you for your interest! We look forward to meeting with you.

Sincerely,

A handwritten signature in black ink that reads 'Sarah Sanford'. The signature is written in a cursive, flowing style.

Sarah Sanford, M.S., Ed,RT(R)(CT)
Program Director
School of Allied Health, Radiologic Science
Phone: 816-501-3624 email: Sarah.Sanford@avila.edu

**AVILA UNIVERSITY
DEPARTMENT OF RADIOLOGIC SCIENCE
APPLICATION FOR ADMISSION**

ALL APPLICANTS MUST BE ACCEPTED BY THE UNIVERSITY PRIOR TO THE INTERVIEW FOR THE RADIOLOGIC SCIENCE MAJOR.

Application Information: Applications will be accepted between January 15th and April 15th of each year for consideration of entry into the Radiologic Science major the following spring. Late applications may be reviewed on a space-available basis only. See the "Standards for Admission" for specific acceptance criteria. Accepted students must be able to pass drug and alcohol screenings, criminal background checks and a physical examination. All applicants must submit their written clinical observation experience prior to the interview.

DIRECTIONS: Type or print clearly in blue or black ink.

Applicant Information:

Did you begin at Avila as a freshman? _____

If you are a transfer, have you been accepted for admission to Avila? _____

Name: _____
Last First Middle Initial Maiden or Previous

Address: _____
Street City State Zip Code

Telephone: _____
Home Cell E-mail address

Other Colleges/Schools Attended:

College/School: _____ Dates _____

College/ School: _____ Dates _____

College/School: _____ Date _____

Any additional degrees, certificates, etc. earned. Please explain: _____

Current overall grade point average(GPA): _____

Are there any semesters that have negatively impacted your current GPA? If so, please explain the circumstances: _____

Have you completed the required 4 hours of observation* in a Radiology department? If yes, state where and when:_____

*The analysis of the observation must be submitted **prior to the interview**. No handwritten papers will be accepted.

Provide information about any courses you are currently taking:_____

If you have **not** completed the required prerequisite courses for the major, what is your completion plan?_____

Final consideration of transfer student applications will not be made until all coursework is completed (unless it is addressed in the section above), official transcripts have been received and the written clinical observation analysis has been submitted. .

Are you involved in extracurricular activities that you would like us to know about? Please explain:_____

Applicants who have completed the application process by the deadline and meet the minimum entry requirements must attend an on-campus interview with the Radiologic Science faculty. You will be contacted by the department to set up a time for the mandatory interview.

By signing your name below, you are verifying that the information submitted is correct.

Applicant's Signature_____Date_____

Scan/Email to: Sarah Sanford, M.S., Ed., RT(R)(CT)
Program Director
School of Imaging Science
O'Rielly Hall, Rm. 208D
Avila University
11901 Wornall Road
Kansas City, MO 64145

Standards for Admission to the Bachelor of Science Degree In Radiologic Science

Students are accepted into the Radiologic Science major by decision of the department faculty based on the criteria for admission and the number of positions available after admission to the university. All students must satisfactorily pass drug and alcohol screening, criminal background check, and a physical examination. Additionally, in order to sit for the national certifying examination after completion of the major, candidates must meet certain ethical standards. See www.arrt.org for specific information.

If you wish to be considered for next year's class you will need to be first accepted to the university and submit the major application by the deadline. Applicants will not be eligible for an interview until they have received a letter of acceptance from Avila.

Admission criteria are as follows:

1. Full-time, first-time first-year students*
 - a. Cumulative minimum GPA of 2.5 or above
 - b. A "C" or better in all of the required prerequisite courses for the major
 - c. Minimum of 45 anticipated credit hours prior to the start of the major
 - d. Required prerequisite courses may be only repeated once for a "C"

***First-year, first-time students who declare Radiologic Science as their major by May 1 of the current year, and who meet the criteria, will be admitted to the major according to the four-year plan. There will be a cap of 20 students who can qualify for guaranteed acceptance based on the aforementioned criteria and if the number of students exceeds the cap it will be based on GPA ranking. Any student beyond the cap will be interviewed for potential placement in the program. Students who began at Avila as first-year, first-time students but who change their major to Radiologic Science after May 1 of the current year will not be guaranteed a position in the program according to the four-year plan. These students may have to wait one year until the next cohort begins.**

2. Transfer Students **
 - a. Completed Radiologic Science Major Application by deadline
 - b. Cumulative minimum GPA of 2.5 or above
 - c. A "C" or better in all of the required prerequisite courses for the major
 - d. Minimum of 45 anticipated credit hours prior to the start of the major
 - e. Required prerequisite courses may be only repeated once for a "C"
 - f. Required observation in a Radiology Department, documented by a 1-page typed essay about the experience, including information about the hospital and contact person

Additional considerations for transfer students

- a. Number of credit hours taken at Avila University
- b. Number of prerequisite courses repeated for a "C" or better
- c. On-campus interview
- d. GPA
- e. Number of required prerequisite courses remaining prior to fall semester

****Transfer students are not guaranteed automatic acceptance after meeting the criteria. The number of positions available are calculated after the first-time, full-time first-year students have been admitted to the major. ILCP students are considered transfer students.**

****The lab portion of any science course must be taken on a college campus.**

In order to assure that quality patient care is given to all patients at the clinical sites, the student in the Avila University Radiologic Science Program must be in good physical and mental health.

Any student who applies to this program should be aware of the physical requirements prior to beginning in the major.

Physical Demands Analysis Summary

The physical demands of a radiologic technologist include, but are not limited to, the following:

Activity

Standing/Walking Frequent

Lifting

Floor to waist
Up to 50 pounds Occasional

Waist to shoulder
Up to 20 pounds Occasional

Above the shoulder
Up to 20 pounds Occasional

Upper Body Requirements

Pushing Occasional
 Pulling Occasional
 Carrying Occasional
 Handling Occasional
 Gripping Frequent
 Fingering Occasional
 Feeling Occasional
 Reaching below knees Occasional
 Reaching knee to shoulder Occasional
 Reaching above shoulder Occasional

Lower Body Requirements

Kneeling Occasional
 Crouching/Squatting Occasional
 Stooping Occasional
 Balancing Occasional

Other Requirements

Talking Constant
 Hearing Constant
 Correctible vision Constant
 Color vision Occasional

Occasional (1-33%) Frequent (34-66%) Constant (67-100%)

In summary, a student in the Radiologic Science Program should be able to:

- communicate effectively with patients, peers, supervisors, and other hospital personnel
- listen to, understand, and act on instructions that impact the patient's examination;
- see, hear, interpret, and understand alarms, instructions, warnings, etc., that may occur during clinical hours;
- assist in lifting, moving, and transporting patients to and from the radiology department, from wheelchairs and stretchers to the radiographic table and/or other imaging modalities
- read and understand instructions given on requisitions, patient charts, and/or computers, select technical factors on an imaging console, manipulate radiographic equipment and other necessary equipment needed to performance of a procedure;
- assume responsibility for their actions and understand their impact on patients;
- recognize emergency situations and respond appropriately using sound judgment;
- tolerate physical activity, such as standing and/or walking, for extended periods of time.

Students applying to the major will sign, at the designated spot on the application, that they have read and are able to meet the above requirements.

Avila University Policies

Avila University is an Equal Opportunity Employer and is committed to achieving and maintaining equal opportunity in employment and personnel actions and procedures including, but not limited to, recruitment, hiring, training, transfer, promotion, compensation, and services.

Further, Avila University is committed to non-discrimination and equal opportunity for its students including but not limited to recruitment, admissions, financial aid, educational policies, placement services, housing, athletics, sponsorship, conduct of co-curricular activities, and other University administered programs and services.

These policies for students, faculty, and staff are to be administered without regard to gender, race, religion, age, color, sexual orientation, disability, national origin or ethnic origin, genetic information, or any other characteristic protected by law. Any concerns regarding discrimination should be addressed to the director of human resources in the Business Office, Blasco Hall, (816) 501-3618.

Pregnancy Policy

The policy regarding pregnant students is found in the Radiologic Science Clinical Handbook that is given to all students during Program Orientation as well as made accessible to the public on the program website. The policy is as follows:

Although students are strongly encouraged to inform the program faculty of pregnancy, disclosure is completely voluntary. Declaring a pregnancy will in no way jeopardize the participation of the student in the program. Decisions regarding continuance in the program during pregnancy will depend on the general health of the student and her ability to perform safely and adequately.

If the student informs the Program Director of her pregnancy the following steps will be taken:

1. The student is asked to submit, in writing, the estimated day of conception to the Program Director.
2. The NCR guidelines on radiation protection for the pregnant worker will be strictly enforced.
 - Student will be provided with a second monitor to be worn at waist level under the lead apron. This monitor will be identified as the fetal dose monitor.
 - The Program Director and the Clinical Coordinator will continuously monitor the radiation exposure to ensure that exposure of the pregnant student does not exceed the recommended dose limit of 0.1 rem (100 mrem) during the entire pregnancy (USNRC Regulatory Guide 8.29).
 - Student will be informed of the radiation exposure reports on a monthly basis.
3. The student shall not be relieved of any radiographic or fluoroscopic assignments because of pregnancy. If the student is unable/unwilling to continue with the prescribed clinical plan she may take an incomplete for the semester. This will allow the student to continue with the didactic portion of the program and will delay completion of the clinical portion until the student is able/willing to continue. If the student chooses to postpone the clinical portion before the semester begins she may continue with the didactic portion for that semester and will be able to complete the clinical portion at a later time. The student will set up an individual plan with the Program Director for clinical completion.
4. Following delivery, readmission to the clinical course will be permitted with written approval of the student's physician.
5. The university policy for incomplete grades will be followed.
6. All time and assignments missed must be made up prior to completion of the clinical course.
7. The student may submit a written withdrawal of her disclosure at any time without fear of penalty. Withdrawal of disclosure will in no way jeopardize the student's standing in the program.