

**COLLEGE
APPLICANTS**



**CHECKLIST FOR RADIOLOGIC
TECHNOLOGY PROGRAM
For September 2018 Admission**

Dear Student:

This checklist will enable you to create a personal record of the documents/activities that you have completed towards applying to the Radiologic Technology program.

Admission Information:

Admission to the Radiologic Technology Program is competitive. There are more qualified applicants to the program than there are seats available. Beginning **October 2, 2017** applicants should meet with an advisor in order to complete their Change of Major/Action Form, the Radiologic Technology Program Admissions Committee reviews **completed applicant files** beginning October 2, 2017 and makes admission decisions on an on-going basis. When the program and waitlist have been filled, no further applications will be accepted. Notifications that applications are no longer being accepted will appear on the Radiologic Technology Program NECC web page.

Addendum to the Admission Information /Checklist for the Radiologic Technology Program:

Effective immediately, qualified applicants will not be accepted into the Radiologic Technology Program, after the second Monday of August, prior to the fall semester beginning. Any applicants past this deadline must be approved by the Program Coordinator, prior to the applicant being accepted.

Academic Advising:

Individuals interested in applying to the Radiologic Technology Program are required to meet with an advisor when starting the admission process to assist with questions and clarify the process. You can walk-in to the Advising Center on either the Haverhill or Lawrence campus and ask to meet with an advisor.

- APPLICATION FOR ADMISSION** (if you are a new student or have not been enrolled for the previous three years) **Major Choice: General Studies: Health Specialization, Interest in Radiologic Technology.**
- Official **high school transcript(s)** showing evidence of high school graduation, or the equivalent with passing GED/HiSet scores.
- Official **college transcript(s)** if transfer credits are being requested. **GPA 2.0 or higher is required each course being requested.**
- Completion of the **Mandatory Radiologic Technology Information Session during the Fall 2017 or Spring 2018 or Summer 2018.** For Information Session dates, go to [our Health information sessions page in our website.](#)
- Pre-requisite courses:**
Two science courses, taken either in high school or college with a grade of "B" or higher. One of the science courses must be in Human Biology with lab, Anatomy + Physiology, Chemistry or Physics. **All sciences that are required as part of the program must be completed within five (5) years prior to the anticipated start date of the Radiologic Technology program to count as credits towards completing the program.** Specific science courses listed above completed beyond the five-year limit with a grade of "B" or higher may serve to meet the admissions criteria only. There is a

process to request an exemption from the five year limit on sciences that are required in the program. See an advisor for information. All science courses listed above as being eligible to meet the criteria required for review MUST be completed with a grade of "B" or higher.

Note: If you have taken the science courses in both high school and college, the courses used to determine eligibility for review will be the college courses as they are the most recent example of your science skill.

NECC Assessment Placement Completed

To obtain the assessment schedule call the Assessment Center (978-556-3428). Assessment results must indicate that the applicant does not need to take any of the following courses: College Reading, Basic Writing, or Basic Algebra II. Students who place into one or more of these courses must take the required course(s) in order to meet the Radiologic Technology Program admission criteria.

Reading Assessment completed on _____.

Writing Assessment completed on _____.

Mathematics Assessment completed on _____.

Completion of the Test of Essential Academic Skills V for Allied Health Professionals (TEAS) with a minimum score of 60% on the individual score and the following scores on the subscales: See attached TEAS FACT SHEET.

| | |
|------------------|------------|
| TEAS Reading | <u>65%</u> |
| TEAS Mathematics | <u>65%</u> |
| TEAS Science | <u>45%</u> |
| TEAS English | <u>55%</u> |

Completion or enrollment/registered in the HES 102 Learning Strategies for Success in Health Care Careers course. Students must attain a "C" or higher for admission to the program.

IMPORTANT FINAL STEP:

- Change of Major/ACTION FORM** –Upon completion of all of the above items from the checklist, meet with an advisor to determine if you are eligible to fill out a Change of Major/Action Form to be considered for acceptance to the Radiologic Technology Program for Fall 2018. You may need to bring documentation of specific criteria to the advisor. You will be required to sign the Change of Major/Action form and you will be given a copy for your records. **All checklist items, including proof of completion of the TEAS MUST be presented as part of your final step. Please submit Action Form as soon as all elements are completed.**

The Radiologic Technology Program and the Division of Health Professions are committed to educating a workforce that mirrors the rich socioethnic culture of the communities we serve. Therefore, we endeavor to attract and recruit a diverse group of students for each incoming class. We also reserve the right to invoke a geographical preference for applicants from the college's primary service area.

ADDITIONAL PROGRAM INFORMATION

Program Capacity

The Associate Degree in Radiologic Technology has a limited number of seats. In general, the College accepts 17 students to begin the program each September.

The criteria describe the MINIMUM standards that must be met in order to be reviewed for admission to this program. Currently, the number of qualified applicants exceeds the number of available seats.

Consequently, once it has been determined that the applicant meets the MINIMUM criteria, he/she is admitted on a rolling admission process.

Wait List Status

A Wait List for qualified applicants is established for those qualified applicants who are not initially accepted into the program. The Wait List is approximately 50% of the program capacity. Students are called from the Wait List on a space available basis. Students who are placed on the Wait List, and for whom a seat does not open during the current admission cycle, are given first option on admission for the following year.

If there are significant changes in the admission criteria, students on the Wait List may be required to comply with the new criteria. This decision is at the sole discretion of the academic program.

Health Requirements

Information regarding the College's health requirements will be sent to you upon your acceptance to the program.

Information about the Program's Technical Standards which describe the physical and behavioral characteristic required to successfully complete the program are available the [health forms at our website](#), which can be found at <http://www.necc.mass.edu/academics/courses-programs/areas/health/required-form/> and we encourage you to review these as soon as possible.

Transfer Credits

Transfer credits from other colleges/universities are awarded only for comparable courses that are completed with a grade of "C" or higher.

CPR Certification

All students in the Radiologic Technology Program are required to hold CPR certification at the Health Care Provider or Professional Rescuer level. Evidence of current certification is required before a student is allowed to participate in clinical education courses, and certification must be maintained throughout the program.

Criminal Offender Record Information (CORI) and Sex Offender Record Information (SORI)

Students interested in participation in an academic program that involves working with children, the disabled, or the elderly, or a cooperative education experience or a program that includes a clinical affiliation with a private or public health care provider, may be required to undergo a Criminal Offender Record Information (CORI) check, a Sex Offender Registry Information (SORI) check, and/or a Criminal History Record Information (CHRI) check. Students will need to provide a government issued photo identification and sign a release form allowing the college to view the student's CORI or SORI reports. Depending on the contents of a student's CORI or SORI reports, participation in an academic program or a cooperative education experience

or a clinical or practicum affiliation related thereto, may be denied. CORI checks may be performed pursuant to Mass. General Laws, Chapter 6, Sections 172(C), and consistent with guidelines promulgated by the Executive Office for Health and Human Services, and/or the Commonwealth's Department of Public Health. SORI checks may be performed pursuant to Mass. General Laws, Chapter 6, Section 172(C). CHRI checks may be performed based on the NH Code of Administrative Rules and state statutes to include RSA 106-B:14 and RSA 106-B:7,1(b). For more information, contact the Registrar at 978-556-3700.

Clinical Affiliate Random Drug & Alcohol Screening Analysis Notification to Students

Please be advised that students enrolled in the following Health Professions programs will be required to undergo and pass a drug screening or a drug & alcohol screening analysis in order to be eligible for placement in a clinical facility. Students who are assigned to clinical education experiences at the clinical facilities may be required to undergo and pass random drug screening or random drug & alcohol screening analysis in order to remain at that clinical facility. Students who either fail to pass, or refuse to submit to, or fail to report within the required time frame for a drug screening or a drug & alcohol screening analysis will be deemed ineligible for clinical placement, which may affect their status in the program. Health Programs in which Students are Subject to Drug Screening Analysis only: Dental Assisting, Paramedic Technology (EMT-P), Medical Assisting, Nursing Associate Degree, Phlebotomy Technician, Practical Nursing, Radiologic Technology, Computed Tomography, Community Health Worker, Public Health and Clinical Research Coordinator Advanced Certificate. Health Programs in which Students are Subject to Drug & Alcohol Screening Analysis: Sleep Technologist, Respiratory Care. If you have any questions pertaining to this policy, please contact the Office of the Dean of Health Professions.

Information about Massachusetts Licensure and ARRT certification

In order to practice as a radiologic technologist in Massachusetts individuals must obtain a Radiography license, which according to the Radiologic Technologist Licensing regulations, requires that individuals must: complete an accredited radiologic technology program, be of good moral character, pass the American Registry of Radiologic Technologists (ARRT) national certification examination and apply to and pay the appropriate fee to the Commonwealth of Massachusetts' Radiation Control Program before full licensure in Radiography may be obtained.

Individuals with a court record or previous convictions of felonies or misdemeanors should contact the American Registry of Radiologic Technologists (ARRT) Ethics Committee to determine their eligibility to apply to sit for the ARRT's certification exam and for guidelines in determining "good moral character," before entering the Radiologic Technology program. This will allow the individual to make an informed decision about choosing to pursue Radiologic Technology education at this time.

Anything less than complete and total disclosure of any and all convictions will be considered as having provided false or misleading information to the ARRT and is grounds for permanent denial of eligibility for ARRT certification.

The ARRT may be contacted for further information by mail at 1255 Northland Drive, St. Paul, MN 55120-1155, by phone at (651) 687-0048. Specific language regarding ethics, education and the ARRT examination process can be viewed on the [ARRT website](#).

Affirmative Action

For further information please go to the [Affirmative Action Policy](#) website.

RADIOLOGIC TECHNOLOGY PROGRAM
Test of Essential Academic Skills V for Allied Health Professionals (TEAS)
FACT SHEET

1. What is the Test of Essential Academic Skills V for Allied Health Professionals used for Radiologic Technology Program admission?

This test is an assessment of an applicant's scholastic aptitude. It is designed to predict an applicant's academic readiness prior to admission into the Radiologic Technology Program. The specific test used by NECC is the Test of Essential Academic Skills V for Allied Health Professionals.

2. Where can I take the test?

The TEAS Test used to meet the criteria can **only be taken** at Northern Essex Community College at the Academic Placement & Testing Center on either the Haverhill or Lawrence campus.

3. What academic content areas will I be tested on?

The TEAS consists of four content areas: **Math, Reading, English and Science**.

The **Math** subtest covers whole numbers, metric conversion, fractions and decimals, algebraic equations, percentages and ratio/proportion.

The **Reading** subtest covers paragraph comprehension, passage comprehension, and inferences/conclusions.

The **English** subtest measures knowledge of punctuation, grammar, sentence structure, words and spelling.

The **Science** portion of the test covers scientific reasoning science knowledge, biology, chemistry, anatomy and physiology, basic physical principles and general science.

4. Are there essay questions on this test?

No. This is an on-line test, consisting of all multiple choice questions.

5. How long will it take for me to complete the TEAS?

This test will take approximately four hours. Each of the four content area tests must be completed within a specified time.

6. Is there a particular score I must achieve on the TEAS?

You must achieve a minimum score of **60% on the individual total score** and the following scores on the sub-scales:

| | |
|--------------------------|-------------------|
| TEAS Reading: | <u>65%</u> |
| TEAS Mathematics: | <u>65%</u> |
| TEAS Science | <u>45%</u> |
| TEAS English | <u>55%</u> |

7. Is there any way that I can prepare for the TEAS?

Yes. There is a Pre-Test Study Manual which you may purchase to assist you in preparing for this test. The study manual provides sample questions and general information in the areas of Reading, Math, Science and English. You may purchase this manual at the NECC Bookstore or online at [the ATI testing site](#). You may also purchase and take an Online TEAS Practice Assessment by going to [the ATI testing site](#).

The Academic Coaching Center has a resource available free of charge to NECC students interested in applying for admission into a NECC Health Program that requires applicants to take the TEAS. The center has available the PLATO TEAS preparation courseware. The PLATO courseware was developed to align with the strands and topics that are assessed on the high-stakes exams like the TEAS. It includes the four content areas of the TEAS: English, Reading, Science and Math. The preparation program is web-based and self-directed. Students can work on the program in the Academic Coaching Center or at home. *The program does not have TEAS practice tests.*

Students, who are interested in enrolling in the program, can schedule an appointment for an orientation by contacting Denise Trinidad by email: dtrinidad@necc.mass.edu or telephone 978-738-7452. For more information on how to enroll in the program, please go to the [Academic Placement and Testing Center webpage](#).

8. When will I take the TEAS?

The TEAS is administered on a regular basis. For more information, go to: [the ATI registration page](#).

9. Is there a fee to take the TEAS?

Yes. **There is a non-refundable fee of \$94.00***. Registration and payment for the test are done on-line. For more information, go to [our Health Profession Testing site](#) which can be found at <http://www.necc.mass.edu/academics/testing/hptesting/>

*Note: Fee subject to change

10. What should I bring with me on the testing date?

- **2 forms of identification including a picture ID.**
- Your ATI confirmation e-mail
- Your ATI username and password.

No water, food, calculators, beepers or cell phones are allowed. As room temperature varies, it is suggested that you dress in layers to accommodate the environment.

11. How will I know how I performed on the TEAS?

Results will be available immediately. Students can access their score reports by logging onto [the ATI website](#).

12. How often can I take the TEAS?

An applicant may take the admission test two times during an admission cycle. The most recent test results will be used for that admission cycle only.

13. What happens if I miss the test?

If the testing session is missed, you will not be refunded.