



MOUNT SINAI SOUTH NASSAU
ROBERT J. HOCHSTIM
SCHOOL OF RADIOGRAPHY



**NOTE: Information in this catalog is valid
from October 1, 2026, to February 28, 2027**

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The certificate program of radiography at Mount Sinai South Nassau is a 23-month program and is accredited by the JRCERT and NYSDOH.

The program's current JRCERT accreditation is **EIGHT (8) YEARS**, awarded July 2022.



INTRODUCTION

The Robert J. Hochstim School of Radiography, sponsored by Mount Sinai South Nassau, is committed to providing the financial, administrative, educational, and clinical resources necessary to support its mission of preparing competent, entry-level radiologic technologists. The program is a full-time, 23-month educational experience consisting of four (4) six-month semesters. Upon successful completion of all academic and clinical requirements, graduates are awarded a Certificate in Medical Radiography. Classes begin annually on the first Tuesday after each Labor Day holiday. The curriculum is designed in accordance with the educational standards and curriculum guidelines established by the American Society of Radiologic Technologists (ASRT) and the Joint Review Committee on Education in Radiologic Technology (JRCERT). The program integrates classroom, laboratory, and clinical instruction to provide students with the knowledge, skills, and professional behaviors required for the practice of radiography. Classroom learning is reinforced through laboratory exercises and supervised clinical education experiences. Students participate in clinical rotations at the Department of Radiology of Mount Sinai South Nassau, Mount Sinai Doctors Radiology – Oceanside, and Long Beach Medical Arts Pavilion. All didactic coursework is conducted at the main campus located at One Healthy Way, Oceanside, New York. Student progression through the program requires successful completion of all academic coursework, clinical performance evaluations, and competency examinations. The first year of the curriculum focuses on the development of foundational radiographic knowledge and technical skills. The second year expands upon these principles and introduces students to advanced imaging specialties and procedures that include Computed Tomography (CT), Magnetic Resonance Imaging (MRI), Interventional Imaging Procedures (IR), and Advanced Patient Care Applications. Through a combination of classroom instruction, laboratory practice, and clinical experience, the program prepares graduates to provide safe, ethical, and competent patient care and to meet the requirements for professional certification and state licensure in radiography.

RADIOGRAPHY AS A CAREER

Medical radiographers are integral members of the allied healthcare team and play a vital role in the delivery of quality patient care. Radiography is both an art and a science that utilizes ionizing radiation to produce diagnostic images of the body's organs, bones, and vascular structures. These images are interpreted by radiologists and physicians who specialize in medical imaging and diagnosis. As frontline healthcare professionals, radiographers are responsible for a wide range of patient care activities, including patient interaction, assessment, education, accurate positioning for diagnostic procedures, selection of appropriate technical factors, radiation safety practices, and the production of high-quality diagnostic images. The profession offers diverse and rewarding career opportunities in a variety of healthcare settings, including hospitals, physician practices, imaging centers, outpatient facilities, and specialty clinics. Flexible scheduling options are often available to accommodate a variety of lifestyles and career goals. Entry-level salaries are competitive with those of other healthcare professions requiring similar educational preparation. As radiographers gain experience and pursue additional education, opportunities for career advancement expand into areas such as management, education, research, equipment applications, and industry support. Radiographers may also pursue advanced certifications in specialized imaging modalities, including Computed Tomography (CT), Magnetic Resonance Imaging (MRI), Cardiac Interventional Radiography (CI), Bone Densitometry (BD), Vascular Interventional Radiography (VI), Registered Radiologist Assistant (RRA), and Mammography (M), allowing for continued professional growth and expanded clinical responsibilities.

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SPONSORSHIP

Mount Sinai South Nassau has dedicated itself to providing quality healthcare services for residents of Long Island's south shores. As a progressive teaching hospital, Mount Sinai South Nassau offers varied comprehensive services to meet the health care needs in all stages of life. Many medical specialties are represented at the hospital and are supported by advanced diagnostic, therapeutic, and rehabilitative approaches. Mount Sinai South Nassau places significant emphasis on public education, clinical research, support groups, and counseling programs. The hospital has achieved its reputation "where quality matters" as a center for medical excellence by following the principles of caring, innovation, and commitment.

MISSION STATEMENT OF THE SCHOOL OF RADIOGRAPHY

The mission of the Robert J. Hochstim School of Radiography is to provide the students with an education to be competent entry-level radiographers who will provide the highest quality of professionalism, academic, technical, and clinical competence with an awareness and acceptance of societal differences in delivering healthcare services to our community.

GOALS OF THE SCHOOL OF RADIOGRAPHY & STUDENT LEARNING OUTCOMES

Goal 1: Students will demonstrate clinical competence.

Student Learning Outcomes:

- ☑ Students will select appropriate technical factors for imaging studies.
- ☑ Students will apply appropriate positioning skills.
- ☑ Students will practice and apply appropriate radiation protection.

Goal 2: Students will exhibit professionalism.

Student Learning Outcomes:

- ☑ Students will utilize professional judgment.
- ☑ Students will understand the significance of being punctual and in adhering to proper attendance policies.





Goal 3: Students will develop effective communication skills.

Student Learning Outcomes:

- ☑ Students will demonstrate effective verbal communication skills with patients and peers.
- ☑ Students will demonstrate effective written communication skills.

Goal 4: Students will be able to critically think effectively, and problem solve in the performance of their duties.

Student Learning Outcomes:

- ☑ Students will demonstrate an organized approach to non-routine studies.
- ☑ Students will constructively evaluate radiographic images.

ACCREDITATION AND STANDARDS

The School of Radiography is accredited by the Joint Review Committee on Education in Radiologic Technology {JRCERT- 20 North Wacker Drive, Suite 2850, Chicago, IL, 60606-3182, (312) 704-5300, www.jrcert.org }, and registered by the New York State Department of Health Bureau of Environmental Radiation Protection {NYSDOH-BERP, Corning Tower, Empire State Plaza, 12th Floor, Room 1221, Albany, NY., 12237, (518) 402-7580 www.health.ny.gov}. The program currently maintains an 8-year accreditation status with the JRCERT and is in good standing with the NYSDOH. The current JRCERT Standards are provided below and can be easily accessed on their website:

STANDARD ONE - ACCOUNTABILITY, FAIR PRACTICES AND PUBLIC INFORMATION: *The sponsoring institution and program promote accountability and fair practices in relation to students, faculty, and the public. Policies and procedures of the sponsoring institution and program must support the rights of students and faculty, be well-defined, written, and readily available.*

STANDARD TWO - INSTITUTIONAL COMMITMENT AND RESOURCES: *The sponsoring institution demonstrates a sound financial commitment to the program by assuring sufficient academic, fiscal personnel and physical resources to achieve the program's mission.*

STANDARD THREE - FACULTY AND STAFF: *The sponsoring institution provides the program adequate and qualified faculty that enables the program to meet its mission and promote student learning.*

STANDARD FOUR – CURRICULUM AND ACADEMIC PRACTICES: *The program's curriculum and academic practices prepare students for professional practices.*

STANDARD FIVE – HEALTH AND SAFETY: *The sponsoring institution and program have policies and procedures that promote the health safety and optimal use of radiation for students, patients, and the public.*

STANDARD SIX – PROGRAMMATIC EFFECTIVENESS AND ASSESSMENT: USING DATA FOR SUSTAINED IMPROVEMENT: *- The extent of a program's effectiveness is linked to the ability to meet its mission, goals, and student learning outcomes. A systematic, ongoing assessment process provides credible evidence that enables analysis and critical discussions to foster ongoing program improvement.*

MISSION STATEMENT OF THE SPONSORING INSTITUTION

To provide exceptional clinical experiences and outcomes for patients and families in the many diverse communities we serve through the advancement of nursing practice guided by unrivaled education, equity, leadership, innovation and scientific nursing research.

VISION OF THE SPONSORING INSTITUTION

The Mount Sinai Health System's vision is to continue to grow and challenge convention through our pioneering spirit, scientific advancements, forward-thinking leadership, and collaborative approach to providing exceptional patient care in the many unique communities we serve.

CORE VALUES OF THE SPONSORING INSTITUTION

SAFETY: We protect our patients and our colleagues from harm.

EQUITY: We create a diverse and inclusive environment for our patients, students, and colleagues, free from bias, racism, and favoritism, to foster optimal care and just opportunities based on one's individual needs and abilities.

AGILITY: We are flexible and quick to adapt to changes.

CREATIVITY: We identify and develop forward-thinking approaches to challenge conventions, solve problems, and push the boundaries of medicine.

EMPATHY: We demonstrate a deep understanding of our colleagues, our patients, and their loved ones through inclusion, compassion, respect, and caring.

TEAMWORK: We are better together by including the diverse perspectives of each team member to achieve outcomes far superior to those any individual could achieve alone.



**PROGRAM CALENDAR**

Each year, the program begins the Tuesday after Labor Day. It is a full-time, 23-month program, separated into four semesters (six months each) operating Monday through Friday, from 7:45 a.m. to 4:00 p.m. The current program calendar for the 2027 – 2028 year is found below.

ROBERT J. HOCHSTIM SCHOOL OF RADIOGRAPHY 2027/2028 PROGRAM CALENDAR				
	DATE	CLASS	DAY	COMMENT
1 st Semester Begins	9/7/27	Juniors	Tuesday	New Class of 2029
3 rd Semester Begins	9/7/27	Seniors	Tuesday	Class of 2028
1 st Semester Didactics	9/7/27	Juniors	Tuesday	
Half Day Schedule Begins	9/27/27	Juniors/Seniors	Monday	
3 rd Semester Didactics Begin	9/28/27	Seniors	Tuesday	
Columbus Day Holiday	10/11/27	Juniors/Seniors	Monday	Program Closed
Thanksgiving Holiday Break	11/25/27 & 11/26/27	Juniors/Seniors	Thursday & Friday	Program Closed
Junior Winter Vacation	12/17/27 – 12/23/27	Juniors	Friday-Thursday	
Senior Full Day Schedule	12/17/27 – 12/23/27	Seniors	Friday-Thursday	Full Day Schedule
Christmas Holiday (observed)	12/24/27	Juniors/Seniors	Friday	Program Closed
Senior Winter Vacation	12/27/27 – 1/3/28	Seniors	Monday-Monday	
Junior Full Day Schedule	12/27/27 – 1/3/28	Juniors	Monday-Monday	Full Day Schedule
New Year Day Holiday (observed)	12/31/28	Juniors/Seniors	Friday	Program Closed
Martin Luther King Jr. Holiday	1/17/28	Juniors/Seniors	Monday	Program Closed
President's Day Holiday	2/21/28	Juniors/Seniors	Monday	Program Closed
1 st Semester Ends	2/29/28	Juniors	Tuesday	
3 rd Semester Ends	2/29/28	Seniors	Tuesday	
2 nd Semester Begins	3/1/28	Juniors	Wednesday	
4 th Semester Begins	3/1/28	Seniors	Wednesday	
Junior Spring Vacation	4/10/28 – 4/14/28	Juniors	Monday – Friday	
Senior Full Day Schedule	4/10/28 – 4/14/28	Seniors	Monday – Friday	Full Day Schedule
Senior Spring Vacation	4/17/28– 4/21/28	Seniors	Monday – Friday	
Junior Full Day Schedule	4/17/28– 4/21/28	Juniors	Monday – Friday	Full Day Schedule
Memorial Day Holiday	5/29/28	Juniors/Seniors	Monday	Program Closed
Independence Day Holiday	7/4/28	Juniors/Seniors	Tuesday	Program Closed
Junior Summer Vacation	7/17/28 – 7/28/28	Juniors	Monday – Friday	Two weeks
Senior Full Day Schedule	7/17/28 – 8/1/28	Seniors	Monday – Friday	Two weeks
Junior Full Day Schedule	7/31/28– 9/1/28	Juniors	Monday – Friday	Full Day Schedule
4 th Semester Ends	8/1/28	Seniors	Tuesday	
Graduation Ceremony Class of 2028	8/2/28	Seniors	Wednesday	
2 nd Semester Ends	9/1/28	Juniors	Friday	
Labor Day Holiday	9/4/28	Juniors	Monday	Program Closed
*Begin Next Program Calendar				
Students are not permitted on hospital/program campus during hospital holidays when the program is not in session. *Dates are subject to change*				

ADMISSION POLICY AND APPLICATION REQUIREMENTS

Admission to the Robert J. Hochstim School of Radiography is highly competitive. Applicants must satisfy all minimum admission requirements to be considered for acceptance into the program. Enrollment is limited, with a maximum of twelve (12) students admitted annually. **This current application cycle opens on October 1, 2026, and closes on February 28, 2027, for the September 7, 2027 term.** All application materials, supporting documentation, and required fees must be received by March 1, 2027, to be eligible for review. After March 1, applicants will be notified by email if their submitted application is incomplete or if any required documentation is missing. Applicants may be granted ten (10) business days from the date of notification to submit any missing materials. If the missing items are not received within this 10-day period, the application will be considered incomplete and will no longer be eligible for consideration for admission during this admission cycle. In such cases, both the application fee and the entrance examination fee will be forfeited. All application fees are non-refundable and non-transferable. Applicants are encouraged to review all admission requirements carefully before applying.

ADMISSION AND APPLICATION REQUIREMENTS

- ◆ Application fee of \$100.00, by check or money order, payable to Mount Sinai South Nassau
- ◆ Completed and signed application form (pages 13-14)
- ◆ RT Exploration Interview (see page 15 for instructions)
- ◆ An official college transcript demonstrating the conferral of an associate degree or higher from an accredited institution is required for admission consideration.





A minimum cumulative grade point average (GPA) of 2.50 is preferred. The academic discipline or major of the conferred degree is not a factor in the admissions decision, provided the degree requirements have been successfully completed and awarded prior to enrollment in the program.

- * All foreign transcripts must be officially evaluated and provided by World Education Services (WES.org). No other translations will be accepted.
- ◆ Entrance Examination with a minimum score of 70% (reservation form page 16)
- ◆ Meeting all technical standards (page 5)
- ◆ Interview with our admissions committee (once above is completed). Applicants living abroad may be permitted to schedule a telephone or virtual interview. The purpose of the interview is to get a better understanding of the applicant's personality, motivation, and interest in the health-care field, as well as answering any questions relating to the profession, program, background, or institution.
- ◆ Clearance from the Human Resources Health Assessment Service (upon acceptance).
- ◆ Note: New York State Department of Health (NYSDOH) mandates that all health care workers (including students) to be vaccinated for annual season influenza (flu) or wear a mask, at all times, while on hospital property and off-site campuses during declared flu season. Amendments to this policy are fluid based on NYSDOH policies.

All communications regarding the application process will be conducted via email or telephone.

TECHNICAL STANDARDS

All candidates accepted and retained in the program must have:

- ◆ normal functional vision with or without corrective eyewear, and the ability to observe both verbal and non-verbal communication.
- ◆ sufficient hearing for physical monitoring and assessment of patient needs which include hearing faint body sounds, faint voices, hearing situations when unable to see lips and hearing auditory alarms with or without supportive aids.
- ◆ sufficient nonverbal, verbal, and written skills in English to express needs promptly and effectively for all backgrounds and educational levels.
- ◆ sufficient gross and fine motor coordination to respond promptly, manipulate equipment, lift a minimum of 25–100 pounds to ensure patient safety; prolonged walking and standing throughout the day, bending, stooping or twisting repeatedly and reach a height of 6 feet to be able to operate equipment safely.
- ◆ the ability to wear a 10-pound protective apron for extended periods.
- ◆ the emotional stability to approach situations and apply critical thinking skills in a logical and professional manner in both the classroom and clinical setting. Candidates must be able to deal with the stress encountered in the hospital and classroom environments, as well as family and life demands. They must be able to express their ideas and feelings clearly and demonstrate a willingness and ability to give and receive constructive criticism.
- ◆ the ability to practice radiologic technology in an ethical manner by abiding by professional practice standards of the ARRT as well as the moral standards set forth by Mount Sinai South Nassau.

Being accepted and graduating successfully does not guarantee eligibility to take the ARRT certifying examination. The ARRT requires each candidate to be of good moral character, before, during, and after their education and practice. Any infractions of these ethical standards will require your case to be put before the ARRT Ethics Committee to further evaluate your application for admission into the profession of radiologic technology.

ENTRANCE EXAMINATION

The Entrance Examination is administered each January and February. It is a 4-part, timed examination consisting of general knowledge, spelling, reading comprehension, and math. The reservation form for the examination, along with the scheduled exam dates, are provided at the end of this catalog (page 16). Seating for each examination date is limited. Reservations are accepted on a first-come, first-served basis. Once all available seats have been filled, no additional applicants will be permitted to sit for the examination. Applications will not be considered for admission without a complete entrance examination, regardless of whether all required documents were submitted by the stated deadline. Only applicants who score 70% or higher on the entrance examination will be considered for admission.

ARTICULATION AGREEMENT

The Robert J. Hochstim School of Radiography does not have an articulation or affiliation agreement with any college, university, or any other clinical site. A certificate of completion is provided at graduation after satisfying all requirements.





NON-DISCRIMINATION POLICY

The Robert J. Hochstim School of Radiography and Mount Sinai South Nassau are committed to providing an educational environment that promotes equal opportunity, fairness, dignity, and respect for all individuals. The program does not discriminate on the basis of age, race, color, religion, creed, sex, gender, gender identity or expression, sexual orientation, national origin, ethnicity, disability, marital status, pregnancy, veteran status, military status, genetic information, citizenship status, or any other characteristic protected by applicable federal, state, or local law. This policy applies to all aspects of the educational program, including but not limited to student recruitment and admissions, enrollment and retention, academic and clinical education, evaluation and grading, student services and activities, faculty and staff employment practices, and access to program resources and facilities. The program is committed to maintaining a learning environment free from discrimination, harassment, bullying, and retaliation. Students who believe they have been subjected to discrimination or harassment are encouraged to report their concerns through established institutional and program grievance procedures (page 11). Reports will be reviewed promptly and handled in accordance with applicable policies and legal requirements. The Robert J. Hochstim School of Radiography seeks to foster an environment in which all students, faculty, staff, patients, and visitors are treated with professionalism, dignity, and respect.



ACCOMMODATION FOR PEOPLE WITH DISABILITIES

In accordance with the Americans with Disabilities Act (ADA), the program is committed to providing equal educational opportunities to qualified individuals with disabilities. The program will make reasonable accommodation in its policies, practices, services, and facilities when such accommodation enables a qualified prospective or enrolled student to participate in and meet the essential requirements of the program. The program reserves the right to deny requests for accommodation that would fundamentally alter the nature of the educational program, lower academic or technical standards, create an undue hardship for the program or institution, or pose a direct threat to the health or safety of the student, other students, patients, faculty, staff, or members of the healthcare community. Reasonable accommodation may be provided when they enable a student to perform the essential functions and requirements of the program without compromising patient care, safety standards, or program integrity. Accommodation is determined through an individualized assessment process and is evaluated on a case-by-case basis. Prospective or newly admitted students requesting accommodation must submit a written request to the Program Director no later than four (4) weeks prior to the start of the program. Enrolled students who develop or are newly diagnosed with a disability or impairment must submit a written request within two (2) weeks of the determination. Requests for accommodation must include:

- 1- a specific description of the accommodation requested;
- 2- an explanation of why the accommodation is necessary; and
- 3- a description of how the accommodation will assist the student in meeting the essential requirements of the program.

Upon receipt of a request, the Program Director will begin an interactive process with the student to determine whether a reasonable accommodation can be provided. This process may include meetings with the student, reviewing medical or professional documentation, and consultation with appropriate institutional representatives. Students are expected to actively cooperate throughout the process by providing requested information and attending meetings. The program is not obligated to implement a specific requested accommodation and may offer an alternative accommodation that effectively addresses the student's needs while avoiding undue hardship or safety concerns. All accommodation requests are evaluated individually, taking into consideration the specific circumstances, essential functions of the program, patient safety concerns, and operational issues. As part of its review, the program may consult with hospital administration, legal counsel, disability service professionals, or other appropriate institutional representatives. A written determination regarding the request will be provided within four (4) weeks of receiving all required documentation. If the program determines that no reasonable accommodation can be provided that would allow the individual to meet the essential requirements of the program safely and effectively, the prospective or accepted student may be deemed ineligible for enrollment or continuation in the program. In such circumstances, the individual will be required to relinquish their seat. Any fees or expenses incurred prior to the determination may be non-refundable in accordance with program policies. All information related to accommodation requests, including medical documentation and discussions regarding the student's disability or impairment, will be treated as confidential and maintained in accordance with applicable laws and institutional policies. The program is not required to adopt or implement accommodation solely on the basis of an Individualized Education Program (IEP) or similar educational plan. Students seeking testing accommodation for the certification examination administered by the American Registry of Radiologic Technologists (ARRT) must apply directly to the ARRT and are responsible for submitting all required documentation in support of their request.





PROGRAM TUITION AND FEES (All costs & fees listed below are estimated and subject to change)
 Tuition for the first year requires a \$500.00 nonrefundable deposit upon acceptance to reserve the seat, and \$8,000.00 due on the first day of the term. The second-year tuition requires \$8,500.00 on the first day of the senior term, making the entire program tuition \$17,000.00.

ITEM	COST	DUE
Application Fee (Nonrefundable)	\$100.00	Upon submission
Entrance Examination (Nonrefundable)	\$75.00	Date of examination
Acceptance Deposit- (Nonrefundable)	\$ 500.00	Upon Acceptance
Junior tuition -	\$8,000.00	1 ST day of Junior year
Senior tuition -	\$8,500.00	1 ST day of Senior year
Textbooks (Estimated)	\$900.00	Purchase of books
Uniforms (Estimated)	\$300.00	Purchase of uniforms
CPR Course	\$65.00	October of Junior year
Clover Learning (Optional-Estimated)	\$200.00	March of Senior year
ARRT Examination Fee	\$225.00	May of Senior year
NYS DOH Licensing Application Fee	\$120.00	May of Senior year
Registry Review Seminar (Estimated)	\$250.00	May of Senior year
ASRT Student Membership	\$35.00	September of Senior year

TUITION REFUND POLICY

The following refund schedule will be granted if a student decides to withdraw from the program up to and within the:

- First week.....80% refund will be provided.
- Second through fourth weeks.....20% refund will be provided.
- After fourth week.....No refund will be provided

Application fee, entrance examination fee, and acceptance deposit are nonrefundable fees. No refund will be granted after four weeks in the program. Students who voluntarily withdraw or are dismissed from the program for any reason after the fourth week of the academic year will forfeit all tuition, fees, and other program-related costs previously paid.

FINANCIAL AID

The program does not participate in federal Title IV Financial Aid programs, including federal student loans, nor does it participate in the New York State Tuition Assistance Program (TAP). Students who have previously incurred educational loan obligations remain responsible for meeting the repayment terms established by their respective lending institutions. In addition, the program does not participate in educational benefit programs administered through the U.S. Department of Veterans Affairs and therefore does not accept Veteran educational benefits.

MODIFICATION OF FEES, POLICIES AND CURRICULUM

The program administration expressly reserves the right, where it deems advisable, to change any policy herein as well as:

- ♦ to change or modify its schedule of tuition, fees and costs;
- ♦ to modify existing policies and create policies as necessary;
- ♦ to withdraw, cancel, reschedule, modify any course of program study or any requirement in connection with any of the foregoing.

Any changes to policies or procedures will be provided to the enrolled student via paper handout, verbal meetings, or electronic communication. Documentation of these modifications to the Student Handbook or institutional policies will be declared with a sign-in sheet attesting to the students' knowledge of such changes.

REQUIREMENTS FOR GRADUATION

- ☐ Completion of each course with a minimum grade of 80%
- ☐ Successful completion of each Clinical Performance Evaluation
- ☐ Successful completion of each Clinical Competency
- ☐ Satisfaction of all financial responsibilities to the program

Once these are all successfully satisfied, the student will be eligible to:

- Apply for the New York State License as a Radiologic Technologist (NYSDOH-BERP)- (\$120⁰⁰)
- Apply for the American Registry of Radiologic Technologists (ARRT)- (\$225⁰⁰)

ADVANCED PLACEMENT

The program does not accept advanced placement students either from foreign or domestic schools.

TRANSFER OF CREDITS

The program does not accept educational credits from other institutions. All courses must be taken during the normal progression of the program for all incoming students.





PROGRAM CURRICULUM

During the 23 months, the student will receive approximately 2877 total hours of educational training, which comprises 2395 hours of clinical training and 482 hours of didactic education. At no time shall the student exceed more than 40 hours in any given week. The program operates on a 50-minute clock hour for didactic courses and a 60-minute clock hour for clinical practice. The curriculum will cover, but is not limited to the following courses:

JUNIOR COURSES:

Clinical Experience I & II
Human Structure and Function I & II
Image Evaluation
Introduction to Radiography
Medical Ethics and Law
Medical Terminology
Methods of Patient Care
Principles of Radiographic Exposure
Radiation Physics
Radiation Protection
Radiographic Procedures I & II

SENIOR COURSES:

Clinical Experience III & IV
Computer Literacy and CT
Cross Sectional Anatomy
Human Structure and Function II
Imaging Equipment and Acquisition
Mammography
Quality Assurance
Radiation Biology
Radiographic Pathology
Radiographic Procedures III & IV



During weekly clinical rotations, the student will have opportunities to experience all areas of the Radiology Department. This includes, but is not limited to: Fluoroscopy, Emergency Department, Portable Radiography, Operating Suites, CT, MRI, Interventional Radiography, Nuclear Medicine, and Ultrasound.

ACADEMIC GRADING POLICY

The program utilizes a numerical grading system in which students are required to achieve a minimum grade of 80% in each course to pass. Any grade below 80% is considered a failing course grade and may be subject to review based on the student's overall academic performance. Individual instructors establish course expectations, including test, quiz, and assignment schedules, and students are expected to communicate directly with instructors regarding any course-related concerns as soon as an issue is identified. If a student receives a failing grade in a completed course, the student's academic record will be reviewed by the Program Director and faculty to determine appropriate action regarding continued progression in the program.

1. Students earning below 80% will be placed on Academic Probation and formally counseled.
2. The Program Director and faculty may assign remediation options, which may include completion of a comprehensive examination, completion of a designated project, or repetition of the course (for junior courses only).
 - a- Successful completion of an approved comprehensive examination or remediation project will result in a recorded course grade of 80% regardless of the actual grade achieved on the remediation.
 - b- If a student successfully completes a remediation option but subsequently fails another course within the same academic year, the student may be subject to dismissal for academic deficiency and may forfeit eligibility for tuition refund, based on review of the academic record.
 - c- All assigned remediation must be completed within four weeks of the academic probation counseling date.
 - d- Students who decline an assigned remediation will receive a failing grade for the course and will be dismissed from the program.
 - e- The Program Director, in consultation with course faculty, may also require additional academic interventions such as retesting, supplemental instruction, or course repetition when deemed necessary to ensure competency in course material and safe practices moving into clinical practice.

Students are responsible for all missed coursework due to absences. Academic integrity is strictly enforced; cheating may result in suspension or dismissal from the program in accordance with the Honor Code (see page 30). Students are expected to maintain professional conduct at all times, including being prepared, respectful, and non-disruptive in all academic and clinical settings. Any student who fails to meet these expectations may be subject to disciplinary action, including suspension or dismissal. Students wishing to appeal a final course grade must submit a written request to the Program Director within 30 days of course completion.

CLINICAL OBLIGATIONS

Clinical obligations for required clinical education activities within the program curriculum are designed to achieve competency in radiologic technology while promoting the development of clinical skills, critical thinking, and professional behavior. Clearly defined educational objectives provide equitable learning opportunities that allow students to develop and demonstrate competency in procedures, patient care, and





professional skills. At no time shall students be substituted for staffing needs or replace paid personnel. Students will be supervised in accordance with the standards of the JRCERT, including direct supervision prior to competency and for all repeat images, and indirect supervision after competency has been achieved. A 1:1 student-to-radiographer ratio will be maintained at all times to ensure patient safety and to support the student learning environment. Student progression in clinical responsibilities is based on demonstrated competency and program-defined criteria.

Clinical education focuses on ensuring high-quality training and education in radiographic imaging technology. To ensure individual attention, each clinical rotation is based on a 1:1 ratio between the student and the qualified staff. As each individual student advances in their training, the clinical staff releases more hands-on responsibility to the student as they see fit, always keeping patient safety at the forefront. Each student is responsible for successfully completing each required clinical competency to successfully graduate from the program. Clinical Obligations include but are not limited to:

- ◆ Each incoming student must successfully complete a health physical provided by Mount Sinai South Nassau prior to beginning the didactic and clinical education.
- ◆ Compliance with learned radiation safety standards and procedures
- ◆ Practice ethical and moral standards of patient care and professionalism
- ◆ Adhere to a 1:1 ratio between student and staff in each clinical rotation
- ◆ Demonstrate the ability to observe all procedures in assigned rotations
- ◆ Adhere to using effective communication with patients and healthcare team members
- ◆ Demonstrate the ability to amend practices with all age groups and demographics
- ◆ Earn monthly clinical evaluations reflecting growth and initiative
- ◆ Clinical rotations at off campus sites may require transportation to and from the site. The student assigned to these off sites will be provided sufficient departure time to get lunch and to ensure timely arrival time for afternoon classes at the main campus. (See Off Campus Expectations policy on page 8 – 9 of this catalog).
- ◆ Off-hour clinical assignments are voluntary and may only be conducted during the last six months of a student's education. (See Off Hour Education policy on page 9 of this catalog).
- ◆ Presently, the program does not perform drug testing on incoming students and may use references provided by each applicant

OFF CAMPUS SITE EXPECTATIONS

Throughout their education, each student will be rotated to several off-campus sites. To date, they include:

- a) Mount Sinai Doctors Radiology – Oceanside (MSD), 185 Merrick Road, Oceanside (across from hospital)
- b) Center for Women's Imaging (CWI), 440 Merrick Road, Oceanside.
- c) Long Beach Medical Arts Pavilion- Mount Sinai Doctors (MAP), 440 East Bay Drive, Long Beach.
- d) Long Beach Emergency Room- 325 East Bay Drive Long Beach.

The students assigned to the Long Beach off-campus sites will be expected to abide by the following:

- 1- Upon arrival at the site, you will have to sign in on an attendance sheet provided by the program and have the supervising technologist initial the sheet to verify your attendance. You will also need to sign out as well and have the technologist verify your time out. The sheet must be submitted to the clinical coordinator after the end of your week rotation at the main campus. Should you need to call out for any reason, you must use the program's main campus telephone number (516-632-4678).
- 2- The program's faculty may call the site to ensure the student is arriving and departing on time.
- 3- The students are allotted 30 minutes early departure time enabling them to get lunch and to ensure that they arrive on time to start afternoon class scheduled at 1pm.
- 4- The student is accountable for being forthcoming with any lateness or early release, unless given permission by the program faculty.
- 5- Each student is responsible for safe transportation and personal liability during transportation.

NOTE: Should falsification of a student's presence or sign in/out time, at any off-campus site emerge, penalties will be incurred, up to and including suspension or termination from the program.

OFF HOUR EDUCATION

The program permits limited, voluntary off-hour clinical education experiences for senior students under the following conditions:

Only senior students, within the final six (6) months of their clinical education, may request to participate in a maximum of two (2) off-hour clinical shifts. Participation is strictly voluntary and each request must receive prior approval from the Program Director. During these experiences, students will be supervised by a qualified, registered radiographer and will remain under direct supervision at all times, regardless of competency status. A 1:1 student-to-radiographer ratio will be maintained. These off-hour shifts are intended solely for educational purposes and shall not be used to meet staffing needs. Only one (1) student may be scheduled per off-hour shift. The supervising radiographer must complete an evaluation





documenting the student's educational experience. Total student clinical and didactic hours shall not exceed forty (40) hours per week. Students participating in an off-hour shift must be scheduled for appropriate time off within that same week to maintain compliance. In the event that faculty support is needed during off-hour experiences, the clinical site supervisor will be provided with appropriate program contact information.

RADIATION SAFETY POLICY (ALARA)

R Ionizing radiation can be dangerous to the patient and the user. The program complies with the ALARA ("As Low As Reasonably Achievable") concept of dispensing radiation. The radiographer, through education, understands radiation and applies that knowledge safely in the production of high quality diagnostic procedures. In accordance with the ALARA concept the program has the following levels for exposure that should not exceed:

- ◆ 1.25 mSv/quarter (125 mRem/quarter) of deep whole-body radiation according to the radiation monitoring report.
- ◆ 5 mSv/year (500 mRem/year) of deep whole-body radiation according to the radiation monitoring report.

At this level, students will be counseled regarding their exposure. Students will not exceed State and Federal guidelines for radiation exposure.

PREGNANCY POLICY

P A female student may, at her own discretion and by her own decision, report a suspected or confirmed pregnancy to the Program Director. Should she voluntarily choose to declare this suspected or confirmed pregnancy, she must do so in writing and submit this document to the Program Director. Upon receiving this declaration, four options will be presented to the student:

1 Option 1: No Modifications

1 She may voluntarily choose to continue in the program with full knowledge of the exposure risks associated to herself and the fetus without any modifications to her schedule or clinical rotations. She will be given the opportunity to have counsel with the Radiation Safety Officer (RSO) regarding ALARA limitations and reinforcement of protection practices. She will be issued a fetal dosimeter along with her primary radiation dosimeter. A signed document from her obstetrician declaring her clearance to participate fully in the program without any limitations is necessary in this option. Maternity leave granted for a vaginal delivery will be four (4) weeks. Maternity leave granted for a Caesarean Section will be six (6) weeks. All program requirements are necessary for successful completion of the program, including making up additional time owed after the established graduation date.

2 Option 2: Withdrawal From Clinical Rotations

2 She may voluntarily choose to withdraw from all clinical rotations while continuing academic lecture courses for the duration of her pregnancy. A signed document from her obstetrician declaring her clearance to participate in only academic lecture requirements is necessary in this option. Maternity leave granted for a vaginal delivery will be four (4) weeks. Maternity leave granted for a Caesarean Section will be six (6) weeks. All program requirements along with incomplete and deficient clinical rotations, as determined by the Program Director, must be made up upon return from maternity leave up to and including after the established graduation date.

3 Option 3: Modification of Clinical Rotations

3 She may voluntarily choose to continue in the program with full knowledge of the exposure risks associated to herself and to the fetus with modifications to her clinical rotation schedule. Modifications are exclusion of any "live" ionizing radiation exposures, including but not limited to portable, fluoroscopic, and operating room rotations. She will be given the opportunity to have counsel with the RSO regarding ALARA limitations and reinforcement of protection practices. She will be issued a fetal dosimeter along with her primary dosimeter. A signed document from her obstetrician declaring her clearance to participate with these clinical modifications is necessary in this option. Maternity leave granted for a vaginal delivery will be four (4) weeks. Maternity leave granted for a Caesarean Section will be six (6) weeks. All program requirements, including deficiencies in the clinical rotations are necessary for successful completion of the program including making up these additional clinical rotations after the established graduation date.

4 Option 4: Withdrawal From Program

4 She may voluntarily choose to withdraw or declare a leave of absence. A leave of absence may require starting the junior or senior year from the beginning depending upon the level of education and/or competencies at the time of declaration. This will be determined by the faculty and consider the current academic grades and amount of course and/or clinical completion. With a granted leave of absence (see Leave of Absence policy on page 6), the program will guarantee a seat to the student up to one year after the baby's delivery date. After one year, the student is not guaranteed a seat and would need to reapply with other applicants for the impending September semester.





Note: The student, at any time, may voluntarily “declare” or “undeclare” her pregnancy. This must be in writing and submitted to the Program Director. Upon returning after maternity leave, all options require a signed document from her obstetrician declaring clearance for all academic and clinical duties without limitations.

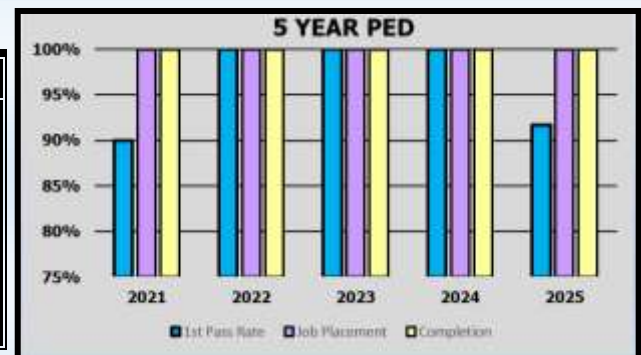
Exposure limits during the pregnancy are based on recommendations appearing in NCRP Handbook 39, which states that exposure should not exceed 5 mSv (500 mRem) (to the fetus) during the entire gestational period (approximately 0.5 mSv/month) (50 mRem/month). The RSO will review specific precautions with the student. A second radiation-monitoring device is provided to monitor fetal dose. This device is always worn at waist level beneath a lead apron. Proper radiation protection practices regardless of pregnancy are expected by all individuals working with ionizing radiation. Protective aprons and thyroid collar shields are provided for all students, and all students are responsible for using them appropriately. All policies regarding radiation safety can be accessed on the Mount Sinai South Nassau intranet website (SNCH.net)

HOUSING AND CHILDCARE

Mount Sinai South Nassau does not provide housing or childcare services.

PROGRAM EFFECTIVENESS DATA

PROGRAM EFFECTIVENESS DATA (PED) 2021 – 2025	
1 st Time Credentialing Examination Rate (2021–25)	96%
Job Placement Rate (within 12 months)	100%
2025 Annual Completion Rate (2024)	100%
Note: Complete program statistics and program effectiveness data can be accessed through the hospital's website (www.southnassau.org/schoolofradiography) and the JRCERT website (www.jrcert.org)	



GRIEVANCE POLICY

All students have the right to be heard and are encouraged to submit complaints, problems, and suggestions relating to their education or environment. These issues may come from the interpretation, application, or alleged breach of program or hospital rules and regulations and JRCERT Standards.

The following steps must be observed as part of the Grievance Policy:

- ☐ Any student with an issue must first discuss it with the Program Director or Clinical Coordinator. Issues can be best resolved at this stage and every effort should be made to move towards an agreeable solution. The student must bring the problem to the Program Director's attention within 5 school days. Failure to do so may cause an inability to resolve the issue satisfactorily. If the problem is not resolved to the mutual satisfaction of the student and/or Program Director, within 5 school days, the student may present the problem to the Radiology Administrative Director who will respond within 5 school days.
- ☐ If the student is not satisfied with the decision of the Radiology Administrative Director, the issue then must be referred to the Director of Human Resources within 5 school days. The problem at this point and all subsequent steps must be in writing with the signatures of the student, Program Director, and Manager. Action must be taken by the Director of Human Resources within 3 school days.
- ☐ If no solution is possible, the Director of Human Resources will arrange a conference with the President and CEO of the Hospital within 5 school days. The decision of the President and CEO (or his designee) will be final and binding.
- ☐ In the event the student's issue is with the Program Director, he/she may present the issue to the Radiology Administrative Director within 5 school days. In the event the student's problem is with the Radiology Administrator, he/she may present the issue directly to the Director of Human Resources. (Within the initial 10 school day period)
- ☐ All grievance and resolution documentation are kept in the student file for the duration of the student's tenure in the Program and for a two-year period following their departure.

NOTE: The entire Grievance Policy procedure should be resolved within a 25-school day period. Use of the Grievance Policy procedure will not adversely affect the position of the student in the program in any way. Students may also contact the JRCERT directly with any issue or concern they do not believe has been met with a satisfactory resolution or if they believe the program is not operating under the guidelines of the JRCERT Standards (See page 3 for contact information). Complaints may include, but are not limited to, allegations regarding non-compliance with JRCERT Standards and failure to resolve complaints within the institution to the satisfaction of the individual.

HEALTH SERVICES

A physical examination is required upon enrollment and is provided by Mount Sinai South Nassau (MSSN) at no cost to enrolled students. Students must meet all immunization and





health-clearance requirements established by MSSN and applicable New York State Department of Health regulations before beginning the program. If a student's titer test is negative for rubella or rubeola, the required MMR vaccination must be obtained. No student will be permitted to begin the program without the required immunizations and health clearance. An annual PPD test and/or chest x-ray may be required and, when provided through MSSN, will be administered at no cost to the student. MSSN Personnel Health Services provides the Hepatitis B vaccination series and seasonal influenza vaccination to students at no charge. Students who decline recommended vaccinations may be required to sign a letter of declination. New York State Department of Health regulations require medical personnel, including students, who are not immunized against influenza during the designated influenza season to wear a face mask while on hospital property, regardless of patient interaction. Students are encouraged to obtain personal health insurance while enrolled in the program. MSSN does not provide health insurance coverage to students. Students are not covered under workers' compensation and are responsible for all personal medical expenses incurred during their enrollment. Students are therefore strongly encouraged to maintain appropriate medical or hospitalization insurance throughout the program.

HOSPITAL SECURITY

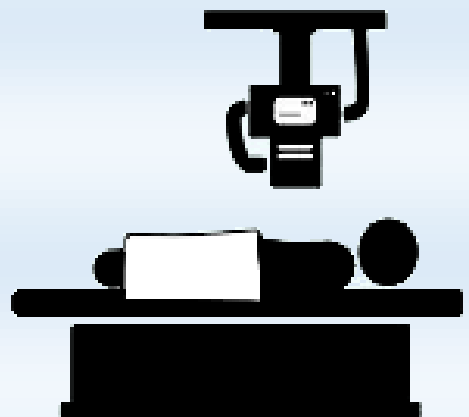
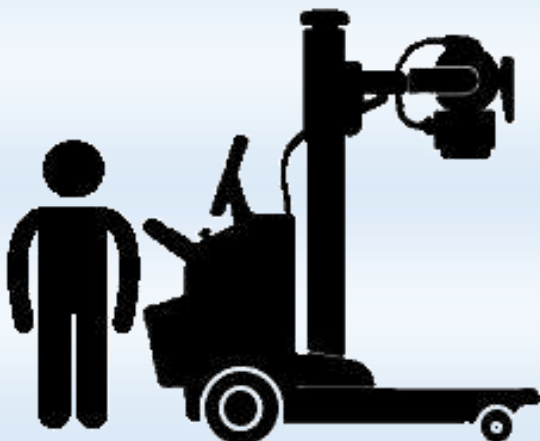
The hospital operates the Department of Safety and Security. Security is provided 24 hours, 7 days a week, 365 days a year. Security guards patrol and monitor the internal and the external premises including parking areas.



***Thank you for your interest in our program.
Please feel free to contact the faculty of the
Robert J. Hochstim School of Radiography
should you have any questions regarding
the program or its policies.
(516) 632-4678.***

***The program will make all policies and
procedures available upon written request for
any individual seeking additional information
about the program.***

**THE APPLICATION, RT EXPLORATION INTERVIEW INSTRUCTIONS,
AND ENTRANCE EXAM RESERVATION FORMS ARE FOUND
ON THE FOLLOWING PAGES AND SHOULD BE PRINTED,
COMPLETED AND MAILED DIRECTLY TO THE PROGRAM**



**APPLICATION FOR ADMISSION TO THE MSSN RADIOGRAPHY PROGRAM****ROBERT J. HOCHSTIM SCHOOL OF RADIOGRAPHY**

MOUNT SINAI SOUTH NASSAU
ONE HEALTHY WAY, OCEANSIDE, NEW YORK 11572
(516) 632 – 4678

*PLEASE PRINT CLEARLY

NAME			
STREET ADDRESS			
TOWN		STATE	ZIP CODE
PREFERRED TELEPHONE	()	<i>Official Use Only</i>	
SOCIAL SECURITY NUMBER			
EMAIL ADDRESS	(PRINT LEGIBLY – This is the primary communication method)		
PERSON TO BE NOTIFIED IN CASE OF EMERGENCY	Name:		Relationship:
	Emergency Telephone Number:		
Have you ever been known by another name?	☐ NO	☐ YES... What name?→	
Are you legally eligible to attend school in the USA as per the Immigration Reform and Control Act?			☐ NO ☐ YES
Have you ever been convicted of a criminal offense? (felony/misdemeanor) <i>*An affirmative response will not automatically exclude anyone from the program. If you have ever been convicted of a crime (other than a parking violation), involved in a crime of moral turpitude, convicted of driving while intoxicated, or a felony, you must check with the New York State Department of Health and American Registry of Radiologic Technologists (ARRT) to verify that you satisfy requirements for licensure and registration.</i>			☐ NO ☐ YES
Our standards for acceptance require a minimum of a two-year college degree conferred. I attest that I have an accredited & conferred: ☐ Associate's degree ☐ Bachelor's degree ☐ Master's degree			
What is the name of the institution in which this degree was conferred:			Year Conferred:
I attest that I am able to perform the duties of a student radiographer as delineated in the Technical Standards on page 5.			☐ NO ☐ YES
Have you ever had any previous training in radiography?			☐ NO ☐ YES
Have you previously applied to our program? If Yes, what year?			☐ NO ☐ YES
Have you ever had any previous healthcare experience?			☐ NO ☐ YES
☐	RT EXPLORATION INTERVIEW: On a separate piece of paper, please complete the required RT Exploration Interview as described on page 15.		
☐	TRANSCRIPTS: Please arrange for all higher education institutions you have attended to send official transcripts to the Robert J. Hochstim School of Radiography. Official transcripts must be sent directly from the issuing institution, either electronically or in a sealed envelope. Transcripts submitted by applicants will not be accepted.		
☐	ENTRANCE EXAMINATION: Please submit the Entrance Examination Reservation Form (page 16) as soon as you select your preferred examination date. The reservation form may be submitted before any other application requirement. Seating for each examination date is limited. Your reservation will be reviewed and, once approved, you will receive an email confirmation from the program. Your examination date is not considered confirmed until you receive this confirmation email from a program official. A minimum score of 70% on the entrance examination is required for consideration for admission.		



**PLEASE PROVIDE A LIST OF YOUR PREVIOUS EMPLOYERS, BEGINNING WITH THE MOST RECENT.**

Most Recent or ↓ Current Employer ↓	Title Held	Years Employed From → To	Reason for Leaving
Name:			
Location:			
Second Most ↓ Recent Employer ↓	Title Held	Years Employed From → To	Reason for Leaving
Name:			
Location:			
Third Most ↓ Recent Employer ↓	Title Held	Years Employed From → To	Reason for Leaving
Name:			
Location:			
Fourth Most ↓ Recent Employer ↓	Title Held	Years Employed From → To	Reason for Leaving
Name:			
Location:			

Please provide three (3) professional references below (no relatives, or friends).

NAME	CONTACT INFORMATION (telephone or email)	PROFESSIONAL RELATIONSHIP
1-		
2-		
3-		

Applicant Certification and Acknowledgment

"I hereby certify that all information provided in this application and any supporting documentation is complete, accurate, and truthful to the best of my knowledge. I understand that any falsification, omission, misrepresentation, or failure to disclose relevant information may result in the denial of admission, rescission of an offer of admission, or immediate dismissal from the Robert J. Hochstim School of Radiography if discovered at any time before or after enrollment. In such circumstances, any application fees, tuition, deposits, or other monies paid or owed to the program may be forfeited and remain the responsibility of the applicant or student. I further understand that admission to the program is contingent upon compliance with all program and institutional requirements. If accepted, I agree to abide by all policies, procedures, rules, regulations, and standards established by the Robert J. Hochstim School of Radiography and Mount Sinai South Nassau. By signing below, I acknowledge that I have read, understand, and agree to the statements above and certify that the information submitted is true, complete, and correct."

Signature → (required)		Today's → Date:
I have enclosed the non-refundable application fee of \$100 ⁰⁰ : ☐ Personal Check ☐ Money Order ☐ Bank Check		Official Use Only





RADIOLOGIC TECHNOLOGY CAREER EXPLORATION INTERVIEW

Before you commit to a rigorous 24-month radiography program, we want you to have an opportunity to speak with someone who actually works in the profession.

As part of the application process, prospective students are required to interview a practicing Registered Radiologic Technologist (RT) currently working in the field. The purpose of this interview is to provide applicants with an opportunity to gain firsthand insight into the profession and to better understand the responsibilities, expectations, rewards, and challenges associated with a career in radiologic technology.

Applicants will select a practicing RT who is not a family member and conduct an interview using the questions provided by the program below. The interview may be conducted in person, by telephone, or virtually.

Please provide your written responses to the interview questions, along with the required information about the radiologic technologist you interviewed, as part of your admission documents.

This information is requested solely to document that the career-exploration interview was completed. We will not contact the technologist unless you give us permission to do so.

Name of RT interviewed: _____

Contact information of RT: _____

Workplace: _____

Job title: _____

Date of interview: _____

Minimum topics to be asked and documented in writing, during the interview of the RT:

1. What attracted you to radiologic technology?
2. What does a typical day look like?
3. What do you enjoy most about being an RT?
4. What is the most challenging aspect of the profession?
5. What qualities make someone successful as an RT?
6. What surprised you most about the profession after you began working?
7. What advice would you give someone considering radiography as a career?
8. After hearing about your experiences, is there anything you think a prospective student should seriously consider before entering a radiography program?

PLEASE COPY THE EXACT ATTESTATION STATEMENT BELOW, ALONG WITH YOUR SIGNATURE AND DATE, ON THE INTERVIEW DOCUMENT YOU PROVIDE.

Applicant attestation statement:

"I confirm that I completed the required career exploration interview with a practicing radiologic technologist and that the information provided is true and accurate."

Applicant Signature: _____

Date: _____

THIS ASSIGNMENT DOES NOT HAVE TO BE SUBMITTED ALONG WITH ANY OTHER ADMISSION DOCUMENTS. IT MUST BE RECEIVED PRIOR TO THE FEBRUARY 28, 2027, DEADLINE AS PART OF THE REQUIRED ADMISSION DOCUMENTS.



RESERVATION FORM
ENTRANCE EXAMINATION

EXAM NUMBER	MONTH
Exam # 1	January 11, 2027
Exam # 2	January 25, 2027

KEEP TOP PORTION FOR YOUR REFERENCE
MAIL BOTTOM PORTION TO PROGRAM