

Fall 2024

APPLICATION DEADLINE IS MAY 20, 2024

Advanced Imaging Programs

CAREER STUDIES CERTIFICATE IN
COMPUTED TOMOGRAPHY (CT)
MAGNETIC RESONANCE IMAGING (MRI)
MAMMOGRAPHY

Admission Requirements and Program Information



Health and Life Sciences Division
Keats Science Building
434.961.5445

Accredited by:
Southern Association of Colleges and Schools Commission on Colleges | 1866 Southern Lane | Decatur, GA 30033-4097 | 404.679.4500

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www.pvcc.edu/ct

www.pvcc.edu/mri

www.pvcc.edu/mammo

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Introduction

CT/MRI

The CT and MRI programs are 9-month, two semester, courses of study that begins in the fall semester (August) and ends with the spring semester the following May. Each of the didactic courses is offered online on Canvas, the college's learning management system. Clinical rotations take place in CT and MRI departments with which the college has clinical affiliation agreements.

Mammography

The Mammography Programs is a 4-month, one semester, course of study that begins in the fall semester (August) and ends in December of that same year. Each of the didactic courses is offered online on Canvas, the college's learning management system. Clinical rotations take place in Mammography departments with which the college has clinical affiliation agreements.

Non-Discrimination Statement

Piedmont Virginia Community College is an equal opportunity institution providing educational and employment opportunities, programs, services, and activities. PVCC does not discriminate on the basis of age, color, disability, family medical history or genetic information, military service, national origin, parental status, political affiliation, race, religion, sex (including pregnancy and gender identity), sexual orientation, or any other non-merit base factor. The college also prohibits sexual harassment including sexual violence or misconduct. The following person has been designated to handle inquiries regarding any of these policies: Human Resources Manager, 501 College Dr., Main Building, Room M810, Charlottesville, VA 22902; 434.961.6567.

Content Disclaimer

Piedmont Virginia Community College (PVCC) provides its website, catalog, handbooks, printed and digital class schedules as well as any other printed materials or electronic media for your general guidance. PVCC does not guarantee that the information contained within them is up-to-date, complete, or accurate. This includes, but is not limited to, the contents of any page that resides under the Domain Naming System (DNS) registrations of www.pvcc.edu, www.facebook.com/PiedmontVaCC, www.twitter.com/PiedmontVaCC or www.youtube.com/PVCCVIRGINIA. Individuals assume any risks associated with relying upon other information without consulting this program's Admission Information Book published for the year in which the student is applying for admission. Links to other materials and websites provided in these sources are also for information purposes only and do not constitute PVCC's endorsement of products or services referenced in such materials.

PVCC reserves the right to make changes to any provision or requirement within these sources, as well as changes to any curriculum or program, whether during a student's enrollment or otherwise.

Personnel and Contacts

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Application Dates

The application for this program and all other PVCC Health and Life Sciences Program can be found on the Health and Life Sciences Application Portal (pvcc.edu/hlsapplication). All applicants must create an account in the portal before beginning an application. Applications which are incomplete by the application due date will not be considered. All applicants will be notified by email of the outcome of their application within seven (7) business days of the decision date at the latest.

Application Open Date

The application portal for this cohort will open on **February 1, 2024, at 9:00 AM**

Application Due Date

All applications for this cohort must be completed by **May 20, 2024, at 5:00 PM**

Decision Date

Admissions decisions for all applicants will be made by **June 20, 2024, at 5:00 PM**

Student Learning Outcomes

Goal 1: Students will be clinically competent.

Student Learning Outcomes:

- Students will produce consistent diagnostic quality images.
- Students will apply appropriate radiation protection or MRI safety precautions.

Goal 2: Students will be professional.

Student Learning Outcomes:

- Students will demonstrate professional behavior in the clinical setting.
- Students will participate in professional learning activities.

Goal 3: Students will be effective communicators.

Student Learning Outcomes:

- Students will effectively explain imaging procedures to age-specific patients.
- Students will document appropriate patient history for assessment to the Radiologist.

Goal 4: Students will demonstrate adequate critical thinking skills

Student Learning Outcomes:

- Students will correctly select appropriate protocol and make adjustments according to patient body habitus, pathologies, etc.
- Students will adapt to non-routine clinical situations.

Mission

The mission of the Career Studies Certificate programs at Piedmont Virginia Community College is to prepare competent, professional technologists to pass the advanced ARRT certification examination in their chosen modality and meet the needs of the community's employers.

Curricula

Successful completion of the program is dependent on satisfactory performance in all courses indicated in the table below. Students may be required to complete certain pre-requisite courses prior to admission.

A minimum final grade of 80% is required in all listed courses unless otherwise indicated.

Computed Tomography (CT)

COURSE	COURSE NAME	CREDITS	NOTES
RAD 196	On-Site Training	5.0	Topic: CT
RAD 228	Enhanced Patient Care for CT Imaging	3.0	
RAD 242	Computed Tomography Procedures and Instrumentation	2.0	
RAD 244	Case Studies in CT	1.0	
RAD 247	Cross Sectional Anatomy	3.0	
RAD 296	On-Site Training II	5.0	Topic: CT

Magnetic Resonance Imaging (MRI)

COURSE	COURSE NAME	CREDITS	NOTES
RAD 115	Principles of MRI	3.0	
RAD 196	On-Site Training	5.0	Topic: MRI
RAD 247	Cross Sectional Anatomy	3.0	
RAD 248	Case Studies in MRI	3.0	
RAD 251	Advanced Patient Care	3.0	
RAD 296	On-Site Training II	5.0	Topic: MRI

Mammography

COURSE	COURSE NAME	CREDITS	NOTES
RAD 195	Topics in Radiography	5.0	Topic: Mammography Clinical
RAD 233	Anatomy & Positioning of the Breast	1.0	
RAD 234	Breast Imaging Instrumentation	1.0	
RAD 235	Quality Assurance in Mammography	1.0	
RAD 249	Comprehensive Foundation of Breast Imaging	3.0	
RAD 252	Foundational Mammography Clinical Training	1.0	

Some courses may only be offered during specific semesters. Students in any Advanced Imaging program may be required to take these courses during the given semesters in order to complete the program.

Essential Functions and Standards of Performance

To successfully complete the classroom and clinical components of the program, qualified applicants are expected to meet all admission criteria, as well as these essential functions with or without reasonable accommodations, and to maintain related satisfactory demonstration of these standards for progression through the program.

1. **Speech:** Establish interpersonal rapport and communicate verbally and in writing with clients, physicians, peers, family members, and the health-care team from a variety of social, emotional, cultural, and intellectual backgrounds.
2. **Hearing and Comprehension:** Auditory acuity sufficient to respond to verbal instruction, perceive and interpret various equipment signals, use the telephone, understand, and respond appropriately to verbal directions, and hear faint body sounds.
3. **Vision:** Visual acuity sufficient to identify and distinguish colors, read handwritten orders and any other handwritten or printed data such as medication records or scales, chart data, and provide for the safety of clients' condition by clearly viewing monitors and other equipment in order to correctly interpret data.
4. **Mobility:** Stand and/or walk eight hours daily in the clinical setting. Bend, squat, or kneel. Assist in lifting or moving clients of all age groups and weights. Perform cardiopulmonary resuscitation (move around client to manually compress chest and ventilate). Work with arms fully extended overhead. Lift 50 pounds independently and 125 pounds with assistance.
5. **Manual Dexterity:** Demonstrate eye/hand coordination sufficient to manipulate equipment.
6. **Fine Motor Ability:** Ability to use hands for grasping, pushing, pulling, and fine manipulation. Have tactile ability sufficient for physical assessment and manipulation of equipment.
7. **Mentation:** Ability to remain focused on multiple details and tasks for at least an eight-hour period of time. Assimilate and apply knowledge acquired through lectures, discussions, and readings.
8. **Smell:** Olfactory ability sufficient to monitor and assess health needs.
9. **Writing:** Ability to organize thoughts and present them clearly and logically in writing.
10. **Reading:** Ability to read and understand written directions, instructions, and comments in both classroom and clinical settings.

Program Behavior Expectations

The PVCC Health and Life Sciences Division reserves the right to refuse admission to applicants if such refusal is in the best interest of the program. The program will not accept any student who has been dismissed from another college or program due to misconduct or threatening behavior or who has been determined to be a potential threat. Students may be denied admission to the program if there is sufficient reason to believe that they present a danger to themselves, other members of the college community or clients in the clinical setting.

Clinical Compliance Requirements

All students who have been admitted to the program are required to provide documentation that they have met the program's clinical compliance requirements by the given deadline (typically mid-August). These requirements may include – but are not limited to – a complete health assessment by a licensed healthcare provider, specific immunizations, and completed tests. Please note that becoming clinically compliant is time-consuming so incoming students should plan accordingly. Students who do not meet deadlines for providing documentation of clinical compliance may be barred from attending clinical sites and may be dismissed from the program. This includes any failure to follow instructions for properly submitting documentation.

Clinical compliance requirements are set by the clinical sites. PVCC does not have the authority to waive, exempt, or alter these requirements.

These are not requirements for admission but are required to attend clinical rotations. Please note: Any student who is not compliant to attend clinical rotations may be dismissed for failure to complete clinical competencies.

The following is a list of clinical compliance requirements for the program as of the date of this publication.

- Immunity to Measles, Mumps, and Rubella (MMR)
- Immunity to Varicella (Chicken Pox)
- Immunity to Hepatitis B or Declination Form
- Immunity to Tetanus, Diphtheria, and Pertussis (TDaP)
- Tuberculosis (TB) test, which determines exposure or active infection
- Vaccinated against Influenza
- An annual Virginia Risk Assessment Form
- Completed Physical Exam and Essential Functions Form
- Background Check
- Drug and Nicotine Screening (nicotine use does not prevent clinical attendance)
- CPR certification by American Heart Association Basic Life Support for Health Providers or American Red Cross Basic Life Support

The program's clinical compliance requirements are subject to change at any time. Changes to clinical compliance requirements which were made after the date of publication are not reflected in this document.

A current list of clinical compliance requirements can be obtained by contacting the Clinical Compliance Coordinator ([see Personnel and Contacts](#)).

Criminal Background Check and Drug Screening

All students admitted to the program must complete a background check and drug screening through the service and vendor designated by the Clinical Compliance Coordinator ([see Personnel and Contacts](#)). No other processes may be substituted for this requirement and no other service or vendor may be used. Forms and information will be made available to students after acceptance into the program. This testing is completed through an outside vendor and all fees must be paid directly to this vendor. Students are responsible for payment of this service and must complete the background check and drug screening by the deadline provided after admission. Students who have not completed the background check and drug screen within the required timeframe will be dismissed from the program.

Students may be required to complete background checks or drug screenings through multiple vendors and services as required by our clinical partners. These additional requirements, if any, will be communicated to admitted students.

No PVCC employee is authorized to predetermine the outcome of a background check or drug screening. Any information provided by a PVCC employee regarding a specific background check or drug screening should be considered as advisory only.

Background Check

The background check will search for misdemeanor and felony convictions of any type. However, only certain circumstances result in failure of the background check. Students who fail the background check - or who are charged/convicted of any crime after admission that would result in failure of the background check - may be dismissed from the program.

The following circumstances will result in failure of the background check.

Convictions of Barrier Crimes

The following is a list of barrier crimes for the program as of the date of publication. Students convicted of any of these crimes are not eligible for admission at this time.

Generally, criminal convictions for offenses involving abuse or neglect disqualify an applicant from employment. A more complete list of barrier crimes can be found on the Virginia Department of Health website:

<https://www.vdh.virginia.gov/content/uploads/sites/96/2016/07/Barrier-Crimes.pdf>

Students who have criminal convictions but passed the background check for barrier crimes to employment, should be aware that students applying to take the ARRT licensing exam will be required to answer questions regarding conviction of any misdemeanor or felony (except juvenile convictions processed in a juvenile court or traffic citations that did not involve drugs or alcohol.) If a student answers yes to any of these questions, they will be required to provide documentation to ARRT. For further information, see the ARRT's website: <https://www.rrt.org/pages/resources/ethics-information>.

The program's barrier crimes are subject to change at any time. Changes to barrier crimes which were made after the date of publication are not reflected in this document.

Charges/Convictions of Clinically Disqualifying Crimes

A crime is clinically disqualifying if a clinical site will not allow a student to attend a clinical rotation due to a charge or conviction of that crime. Most clinical sites consider charges/convictions on a case-by-case basis. If you are unsure of whether your criminal record is disqualifying, please reach out to the head of the program (see Personnel and Contacts).

PVCC cannot guarantee placement at any specific clinical site. Each clinical site has the right to change their policies and procedures regarding disqualifying crimes which may impact a student's clinical placement after admission. The program will make every effort to provide advanced notice to students of changes that may affect them.

Drug Screening

The drug screen tests for amphetamine (methamphetamine), barbiturates, benzodiazepine, cocaine, marijuana, methadone, methaqualone, opiates (codeine, morphine), phencyclidine and propoxyphene.

Any of these drugs found in the student's drug screen will result in the student failing the drug screen. In cases of failure, the student will be contacted for further evaluation. Students may be granted an exception for a valid prescription. Students who fail the drug screen and do not receive an exception will be dismissed from the program.

Minimum Program Eligibility Requirements

Only applicants who have completed the requirements listed below will be considered for admission.

All requirements **must** be met by the application due date (see [Application Dates](#)).

Applicants who meet all minimum program eligibility requirements are **not** guaranteed admission into the program. Applicants who do not meet each of the minimum program eligibility requirements will not be admitted into the program.

In-Progress Coursework

Coursework still in progress, or courses that have not resulted in an eligible final grade cannot be used to meet minimum program eligibility requirements.

GPA Calculation

During eligibility screening and ranking, GPA is calculated by converting final grades for relevant coursework to numerical format and averaging based on the number of credits completed for each course. Standard grades convert to the following GPA.

LETTER GRADE	EQUIVALENT GPA
A	4.0
B	3.0
C	2.0
D	1.0
F	0.0

Nonstandard Grades

A final grade of "P+" will be treated as a final grade of "C+" with a corresponding GPA of 2.5 for the purposes of GPA calculation.

All other final grades which are outside of the standard A-F grading scale will be evaluated and assigned value at the discretion of the head of the program (see [Personnel and Contacts](#)) or designee.

All final letter grades which are modified by a + or – (e.g. B+ or C-) will be treated as the unmodified version of that letter grade for the purposes of any GPA calculation, with the exception of "P+" final grades.

For example, a B+ and a B- would both be treated as a B (3.0).

List of Requirements

By the application due date (see [Application Dates](#)), all applicants must have completed all of the following requirements.

1. Provided two professional letters of recommendation

One letter must be from a radiologist, other physician, direct supervisor, or an official of the imaging program from which the student graduated (or will graduate by the start of classes).

One letter must be from a co-worker, clinical instructor, or other professional colleague.

Letters of recommendation must include direct contact information for the letter's author.

2. Holds a current credential that is required for the chosen modality.

For CT: ARRT certification in radiography RT (R), radiation therapy RT (T), or nuclear medicine RT (N), or NMTCB certification.

For MRI: ARRT certification in radiography RT (R), radiation therapy RT (T), sonography RT (S) or ARDMS certification, nuclear medicine RT (N) or NMTCB certification.

For Mammography: ARRT certification in radiography RT (R) only

- Students who are currently enrolled in a program leading to one of the qualifying credentials above and who are scheduled to graduate from that program, sit for their certification exam(s) and be licensed by the start of the program are eligible to submit an application and may be admitted on a conditional basis.

3. Earned an A.A.S. degree in Radiography or equivalent. A.A.S. degree in Diagnostic Medical Sonography or equivalent is acceptable for the MRI program only.

Unofficial transcripts are required in the application. Admitted students may be required to provide official transcripts to PVCC.

4. Provided a typed résumé or curriculum vitae (CV) and cover letter

Acceptable file formats are PDF and Microsoft Word. Handwritten documents are not accepted. The cover letter should briefly describe the student's interest in their chosen program.

PVCC Testing Centers

Students who seek to complete placement tests, entrance exams, and accreditation/licensure assessments may be able to do so through PVCC's testing centers. Visit pvcc.edu/testing-centers for more information.

Any required exams can be scheduled through any authorized testing center; applicants are not restricted to the PVCC Testing Centers for meeting admission requirements unless specifically indicated in this book.

Required Documentation

Applicants must upload documentation to show evidence that each requirement has been met as part of their application.

Documentation which does not include the applicant's full name will not be reviewed.

Unofficial transcripts are acceptable documentation for all application requirements being met by specific coursework. In addition to the applicant's full name, valid transcripts must show **all** the following information in order to be reviewed:

- Name of the school, college, or university as applicable
- Course subject and number (e.g., "BIO 141")
- Full name of course (e.g., "Human Anatomy & Physiology I")
- Semester and year of course completion (e.g., "Fall 2021")
- Number of credits awarded for course completion
- Final grade

Applicants are not required to upload transcripts for credit-bearing courses taken at VCCS schools. Transcripts for non-credit courses or from schools outside of the VCCS system must still be provided if applicable.

Do NOT send official transcripts to PVCC for this application. Official transcripts or test scores sent separately to PVCC will not be reviewed with your application. All unofficial transcripts and required documents must be uploaded in the application portal.

Ranking Criteria

If more applicants meet the minimum program eligibility requirements than there are available seats in this year's cohort, all eligible applicants will be assigned ranking points; students will be ranked in descending order by number of ranking points.

Ranking points are assigned based on the following criteria:

CRITERIA	POINTS
Summa cum laude or GPA of 3.8 or higher	5
Magna cum laude or GPA of 3.5 – 3.79	3
Cum laude or GPA of 3.2 – 3.49	1
Alumnus of PVCC Radiography program or PVCC Sonography program	5
Quality of letters of recommendation	0-2
Quality of résumé/CV and cover letter	0-2
Experience in an imaging profession within the last five years	5
Recognition/accolade as an employee in an imaging profession, student in an imaging program, or member of an imaging professional organization	3
Attendance at an information session for the current year (attendance is recorded at each session)	1

Ties in ranking are first broken in favor of applicants who live in the PVCC Service Region. This is defined as the Virginia localities of Albemarle, Buckingham, Charlottesville, Fluvanna, Greene, Louisa, and Nelson.

Ties that remain during ranking are broken by the date/time of submission of the application.

Application Process

1. Apply for admission to PVCC. Only current PVCC students may apply to a health sciences program. Visit the PVCC Website (pvcc.edu) to apply.
2. Enroll in the HLS Admissions Portal in Canvas by navigating to this URL: <https://learn.vccs.edu/enroll/JDAFHR>
3. Read the Application Instructions in the "START HERE" module
4. Once the application open date (see [Application Dates](#)) has passed, start an application for the program.
5. Complete all questions in the application questionnaire and upload all relevant documents by the application due date (see [Application Dates](#)).
 - a. **Your application will not be reviewed unless you have submitted the questionnaire and uploaded all relevant documents.**

6. Once the application due date has passed, your application will close and be transmitted to the Health and Life Sciences Division. Your application will be screened for eligibility according to the minimum program eligibility requirements and, if necessary, ranked according to the ranking criteria.
7. Within seven (7) business days of the decision date (see [Application Dates](#)) you will be contacted with the outcome of your application. Your application will be placed in one of the following statuses:
 - a. **Admitted.** Your application met minimum eligibility requirements and was ranked highly enough for a seat in this year's cohort. You'll receive instructions for accepting your admission. Your offer of admission may be conditional; additional steps may be required of you in order to retain your seat in the cohort. If your offer of admission is conditional, this will be communicated to you along with the specific conditions.
 - b. **Waitlisted.** Your application met minimum eligibility requirements but was not ranked highly enough for a seat in this year's cohort at this time. If a seat becomes available, the highest ranked applicant on the waitlist will be moved to "admitted" status and contacted accordingly.
 - c. **Denied.** Your application did not meet minimum eligibility requirements. You are not eligible to join the program for this cohort year. You will be provided with information regarding inquiries and formal appeals.

Applications do not carry over into future application cycles. If you are not admitted in this application cycle, you will need to submit a new application during the next cycle to be considered. Applications are not saved.

Competitive Admission Appeals

Students who are denied admission to competitive admission programs have the right to appeal. The deadline to begin an appeal will be communicated to the student with the notification of denial.

The policy on student appeals can be found in the College Catalog:

<http://catalog.pvcc.edu/content.php?catoid=4&navoid=389#student-appeals>

Academic Grievances

An academic grievance is an appeal of a final course grade or dismissal from an academic program.

The policy and procedure on student grievances can be found in the College Catalog:

<http://catalog.pvcc.edu/content.php?catoid=4&navoid=389#student-grievances>

Readmission

This program does not offer a readmission opportunity for previously dismissed applicants. Students who have voluntarily withdrawn from this program and wish to be considered for re-entry will be required to complete a new application during the normal application cycle.

Frequently Asked Questions

How long will it take to complete each program?

The CT Program curriculum can be completed in 9 months. It consists of 11 credits in the fall semester and 8 credits in the spring semester.

The MRI Program curriculum can be completed in 9 months. It consists of 11 credits in the fall semester and 11 credits in the spring semester.

The Mammography Program curriculum can be completed in 4 months. It consists of 12 credits in the fall semester.

The didactic classes are delivered asynchronously online and in addition, each semester requires 20 hours per week in the clinical environment. These are rigorous and time-consuming programs, especially if the student has non-school obligations.

What are the costs involved in the Advanced Imaging programs?

In addition to tuition and the cost of transportation to clinical sites and parking, students are responsible for the following items (estimated):

MATERIAL/RESOURCE	ESTIMATED COST
PROGRAM BOOKS (NEW)	\$300
TRAJECYSYS SUBSCRIPTION	\$75 - \$100
UNIFORMS/SHOES	\$200
BLS CPR CERTIFICATION	\$100
HEALTH SCREENING (Depending on health care provider and immunizations required)	\$100 - \$500
BACKGROUND CHECK & DRUG SCREEN & CLINICAL COMPLIANCE TRACKING	\$215
POST-PRIMARY CERTIFICATION EXAM	\$225 if currently ARRT \$450 if currently NMTCB or ARDMS

What are the clinical sites for the program?

CT: Sentara Martha Jefferson Hospital, Sentara Martha Jefferson Outpatient Care Center Proffit Road, University of Virginia Health System, UVA Imaging, & Augusta Health facilities

MRI: Sentara Martha Jefferson Hospital, Sentara Martha Jefferson Outpatient Care Center Proffit Road, University of Virginia Health System, UVA Imaging, & Augusta Health facilities

Mammography: Sentara Martha Jefferson Outpatient Care Center Proffit Road, Sentara Martha Jefferson Hospital, University of Virginia Health System, UVA Northridge, & Augusta Health facilities

Currently, all of these clinical sites are located within the Charlottesville area with the exception of Augusta Health facilities. Other facilities and agencies may be added in the future. This list is accurate as of the date of publication.

Students will be expected to attend clinical sites that may be outside of the Charlottesville/Albemarle area.

Is there financial aid available to advanced imaging students?

Yes. There are a number of financial aid opportunities. For further information, please contact the Financial Aid Office (434.961.6545) at your earliest convenience. It is best to complete your financial aid application by March 31 for the following fall semester.

Can I make an appointment with someone in the Advanced Imaging program to review my application?

Due to the large number of applicants, Advanced Imaging Program faculty are not able to schedule individual appointments to review application documents. To provide students with the most current and comprehensive data, information sessions are held throughout the fall and spring semesters and are recorded and posted on the program's website for students who are unable to attend. During these sessions, the Program Faculty will review the application process, prerequisites and the competitive ranking criteria. All applicants are highly encouraged to attend one of these sessions. In addition, there are advisors available daily in the PVCC Admissions and Advising Center.

[Please also see the "pre-admission transcript evaluation" section under Curriculum.](#)