Fall 2016

Application Deadline is June 1, 2016

Radiography

Associate of Applied Science Degree

ADMISSION REQUIREMENTS AND PROGRAM INFORMATION
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Hard copies of the Admission Requirements and Program Information booklets may be obtained in the Admissions and Advising Center and in the lower-level of the Keats Science Building.

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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.
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Introduction

The PVCC Radiography Program is 21-month (five semesters) course of study leading to an Associate in Applied Science degree in Radiography. The program is currently accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). Program graduates qualify to take the American Registry of Radiologic Technologists (ARRT) exam for certification.

Hospitals remain the primary employer of radiologic technologists, but there are increasing numbers of jobs available in physician offices, outpatient surgery centers, and free-standing diagnostic imaging centers. Entry-level radiologic technologists use diagnostic imaging equipment to produce x-rays of the tissue, organs, bones and vessels of the body. They may choose to concentrate in one or more specific clinical areas such as orthopedics or digestive health. With more experience and additional training, radiologic technologists may specialize in radiation therapy, mammography, angiography, nuclear medicine, computed tomography (CT) scanning or magnetic resonance imaging (MRI).

Employment as a radiologic technologist offers a promising future. Wages are competitive with other health-care providers with similar educational backgrounds and there are jobs available throughout Virginia.
Radiography Program Mission, Goals and Learning Outcomes

Mission Statement

Our mission is to provide a quality entry-level education in Radiography in a 21-month timeframe. This is accomplished through a competency-based clinical/didactic instructional curriculum in Diagnostic Imaging, reflecting the ethical and professional standards in the A.S.R.T. Code of Ethics; qualifying our graduates to sit for the A.R.R.T. National Registry and preparing them for a professional career in Radiography.

Goals and 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.

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 radiographic 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 modify exposure technique factors to accommodate certain patient conditions.
   - Students will adapt to non-routine clinical situations.
Essential Functions and Standards for Successful Performance

To successfully complete the classroom and clinical components of the program, the radiography student must, either independently or with reasonable accommodation, be able to perform all of the following essential standards and functions. Students who are unable to meet these standards are not eligible for admission to 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.
Health Status

All individuals admitted to the Radiography Program will be required to submit documentation of a complete health assessment by his/her health-care provider. This will include documentation that specific immunizations and tests have been completed. A list of these immunizations may be obtained from the Health and Life Sciences Division Office in the Keats Science Building, Room K224A.

Criminal Background Check and Drug Screening

All PVCC Radiography students must complete the Authorization Form for Background Check and Drug Screening. No other processes may be substituted for this requirement. Forms and information will be mailed to students upon acceptance into the Radiography Program. This testing is completed through an outside vendor and all fees will be paid directly to this vendor.

The Background Check, completed through our vendor, will search for misdemeanors and felonies of any type. However, only “barrier crimes” will result in failure of the background check. Barrier crimes are those that would prevent a student from obtaining employment in a hospital. 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/OLC/Laws/.../barrier crimes guide.pdf.

The vendor will report only whether a student clears or does not clear the background check. All reports will be returned to the Clinical Compliance Coordinator. In the event that a student is not cleared, the student must make any clarifications directly with the vendor. The student may elect to involve the Dean of Health and Life Sciences in any clarification procedures. If no suitable arrangement can be made, the student shall be administratively withdrawn from the program.

Students who have criminal convictions, but who 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 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.arrt.org/Ethics/.
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, Certified Background will reach out to the student and, if the student failed due to a valid prescription, the student can send Certified Background prescription documentation, which may result in the student passing the drug screen. However, if no prescriptions covers the failure, the student will be administratively withdrawn from the program.
**Program Behavior Expectations**

The PVCC Radiography Program reserves the right to refuse admission to applicants if such refusal is considered to be in the best interest of the program. The Radiography 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.
Radiography Program Prerequisites

Only applicants who have completed all program prerequisites prior to June 1, 2016 will be eligible for admission. Staff will not be available to assist with submission of application materials after 5 pm on June 1. We strongly recommend you complete the process before June 1.

The following items must be satisfactorily completed in order to be considered for admission to the PVCC Radiography Program. This is a competitive admissions process with limited enrollment and not all applicants will be granted admission. Completion of these prerequisites and any of the general education courses in the curriculum does not guarantee admission.

1. Completion of English 111 with a grade of “C” or better OR equivalent course accepted in transfer by the College Registrar.

2. Demonstrated competency in algebra
   a. Completion of developmental math courses (MTH 2, BSK 6, 8, and 9 OR MTE 1-5) (within last 8 years) OR
   b. College-level Algebra course (within last 8 years) with “C” or better. (Statistics courses will not satisfy requirement. Official transcript required.) OR
   c. COMPASS Algebra score of at least 40 (within last 8 years) OR
   d. Virginia Placement* math score showing proficiency in MTE 1-5* OR
   e. SAT quantitative score of 520 or PSAT of 52 (within last 2 years) OR
   f. ACT score of 22 (within last 2 years)

*Test scores are valid for two (2) years after the date of the test. Students who take the placement test and who do not enroll in developmental math are allowed to take one (1) retest within twelve (12) months. Students who attempt developmental mathematics will be ineligible for a retest. For students who test out of developmental math, test scores are valid for 8 years.

3. Demonstrated competency in science
   a. Completion of high school or college lab chemistry with a grade of “C” or better (within the past 5 years) OR
   b. NAS 2 with a grade of “P” (within the past 5 years) OR
   c. NAS 2 challenge exam with 70% or better (within the past 5 years)
*Students who have completed BIO 141 and 142 (or 8 equivalent credits) within the last 8 years with a grade of “C” or better in each course will be deemed as meeting the science prerequisite.

4. **Anatomy and Physiology**

   Completion of Anatomy and Physiology I and II (BIO 141 and BIO 142) with a grade of "C" or better OR equivalent courses accepted in transfer by the College Registrar (within last 8 years).

5. **Demonstrated computer competency**

   a. Completion of ITE 119 with a grade of “C” or better or equivalent course accepted in transfer by the College Registrar OR

   b. Completion of ITE 119 challenge exam with a 75% or better

6. **Demonstrated medical terminology competency**

   a. Completion of any college medical terminology course (credit or noncredit) with a grade of “C” /“P" or better. *(Completion of this course must be verified by an official transcript/certificate.) OR

   b. Successful completion of HLT 141 challenge exam with a 70% or better

7. **Radiography Interest Essay**

   a. Written essay of 300 words to evaluate written communication skills

   b. Must be done in PVCC’s Testing Center. Call 434.961.5320 to schedule an appointment.

   c. Can only be done once and cannot be prepared ahead of the appointment.

8. **Test of English as a Foreign Language (TOEFL iBT)**

   a. Completion of the TOEFL iBT with a standard score of 84 or above and a minimum speaking score of 26 is required for ALL nonnative English speakers. Completion of ENG 111 does not satisfy this requirement.

   b. Any nonnative English speakers who do not take the TOEFL iBT and are determined to be unable to understand and speak English at the required proficiency will be dismissed from the Radiography Program.

   c. TOEFL iBT scores are valid for up to two years.
9. **ALL** prerequisites must be completed and documentation received as described below no later than the application deadline of 5 pm, June 1, 2016. Late documentation will not be considered.

   a. **Submitted to the PVCC Admissions and Advising Office:**

      Official non-VCCS transcripts.
      You must also submit a Transcript Evaluation Form
      ([http://www.pvcc.edu/files/media/form_transcript_evaluation_request.pdf](http://www.pvcc.edu/files/media/form_transcript_evaluation_request.pdf)) for any course for which you want credit as part of the Radiography curriculum that was taken at a college other than PVCC (including other VCCS colleges).

   b. **Supporting documentation uploaded through the application**

      To upload documents, follow the instructions on the health science application site.

      Students should upload any supporting documents (*if used to document prerequisites and/or general education courses included in curriculum*), which may include: official or unofficial non-VCCS transcripts, high school transcript, TOEFL iBT scores, SAT/ACT scores.

      It is recommended that students store their supporting documents on a thumb drive for ease of uploading into the application and for any future use. These uploaded documents will be maintained only for the current application.

      **Students should not request copies of transcripts from the Registrar’s Office.**

      Please be advised that due to the large number of applications, applicants who have not completed most of the general education courses are usually not competitive. See “Evaluation Process” below for minimum GPA requirements.
# Curriculum for Radiography Program

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<thead>
<tr>
<th>Course No.</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisites</th>
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<tr>
<td>ENG 111</td>
<td>College Composition I</td>
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<td>SAT, placement score</td>
</tr>
<tr>
<td>ENG 112</td>
<td>College Composition II</td>
<td>3</td>
<td>ENG 111</td>
</tr>
<tr>
<td>BIO 141</td>
<td>Human Anatomy &amp; Physiology I&lt;sup&gt;1&lt;/sup&gt;</td>
<td>4</td>
<td>College level BIO or CHM w/grade of C or better or pass NAS 2 within last 5 years</td>
</tr>
<tr>
<td>BIO 142</td>
<td>Human Anatomy &amp; Physiology II&lt;sup&gt;1&lt;/sup&gt;</td>
<td>4</td>
<td>BIO 141</td>
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<tr>
<td>SDV 100/101/108</td>
<td>Orientation</td>
<td>1</td>
<td></td>
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<tr>
<td>PSY 200 or 230</td>
<td>Principles of or Development Psychology</td>
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<tr>
<td>HLT/PED</td>
<td>Health or Physical Education Elective</td>
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<td></td>
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<tr>
<td></td>
<td>Humanities Elective&lt;sup&gt;2&lt;/sup&gt;</td>
<td>3</td>
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## Radiography Courses

### 1<sup>st</sup> Semester
- **RAD 100** Introduction to Radiology & Protection 2  
  Admission to radiography program
- **RAD 125** Patient Care Procedures 2  
  Admission to radiography program
- **RAD 190** Clinical Internship 1  
  Admission to radiography program
- **RAD 121** Radiographic Procedures I 4  
  Admission to radiography program

### 2<sup>nd</sup> Semester
- **RAD 111** Radiologic Science I 4  
  Successful completion of 1<sup>st</sup> semester radiography courses
- **RAD 221** Radiographic Procedures II 4  
  Successful completion of 1<sup>st</sup> semester radiography courses
- **RAD 131** Elementary Clinical Procedures I 3  
  Successful completion of 1<sup>st</sup> semester radiography courses

### 3<sup>rd</sup> Semester
- **RAD 112** Radiologic Science II 4  
  Successful completion of all 1<sup>st</sup> year radiography courses
- **RAD 231** Advanced Clinical Procedures I 4  
  Successful completion of all 1<sup>st</sup> year radiography courses
- **RAD 246** Special Procedures 2  
  Successful completion of all 1<sup>st</sup> year Radiography courses

### 4<sup>th</sup> Semester
- **RAD 232** Advanced Clinical Procedures II 5  
  Successful completion of all 2<sup>nd</sup> semester radiography courses
- **RAD 256** Radiographic Film Evaluation 3  
  Successful completion of all 3<sup>rd</sup> semester radiography courses and BIO 141 and BIO 142
- **RAD 270** Digital Image Acquisition & Display 2  
  Successful completion of all 4<sup>th</sup> semester radiography courses

### 5<sup>th</sup> Semester
- **RAD 205** Radiation Protection & Radiobiology 3  
  Successful completion of all 4<sup>th</sup> semester radiography courses
- **RAD 240** Radiographic Pathology<sup>3</sup> (fulfills the WIC requirement) 3  
  Successful completion of all 4<sup>th</sup> semester radiography courses and ENG 112
- **RAD 280** Terminal Competencies in Radiography 1  
  Successful completion of all 4<sup>th</sup> semester radiography courses
- **RAD 290** Coordinated Internship 3  
  Successful completion of all 4<sup>th</sup> semester radiography courses

**Total Credits**: 72

<sup>1</sup>BIO 141 and BIO 142 – A grade of “C” or higher is required. These courses must be repeated if they were taken more than eight years prior to application for admission to program.

<sup>2</sup>Lists of courses that fulfill the requirement for Humanities Elective can be found on the second page of the curriculum sheet (Radiography Curriculum). Introductory (101 or 102 level) foreign language courses will not meet the Humanities Elective requirement for this program.

<sup>3</sup>RAD 240 has a prerequisite of ENG 112. The course (RAD 240) fulfills the Writing Intensive Course (WIC) requirement for this degree program. Students who are awarded transfer academic credit for this course at another institution may fulfill the Writing Intensive Course (WIC) requirement for this degree program by completing another Writing Intensive Course (WIC).
Factors Considered for Admission Decisions

Admission to the Radiography Program is competitive and will be based on a ranking system that includes student performance on all of the radiography program prerequisites. Each student’s past and potential educational achievement is measured against all other students applying. Applicants must submit all official documentation and demonstrate minimum requirements for consideration by the posted deadline to be considered for acceptance. Coursework in progress at time of deadline will not be considered during the application process. Students meeting all of the minimum requirements for admission are not guaranteed acceptance. Priority for admission is given to highly qualified students who are residents of the PVCC service region (Albemarle, Buckingham, Charlottesville, Fluvanna, Greene, Louisa and Nelson).

Due to the large number of applicants, Radiography Program personnel are not able to schedule individual appointments to review application documents. In an effort to provide students with the most current and comprehensive data, preadmission advising sessions are held throughout the fall and early spring semesters. During these sessions, the Program Director or Clinical Coordinator will review the application process, prerequisites and the competitive ranking criteria. All applicants are highly encouraged to attend one of these sessions. This information will also be available as an online presentation. In addition, there are advisors available daily in the PVCC Admissions and Advising Center.

Evaluation Process

1. Radiography Program applicants complete online Radiography Program application and complete all required prerequisites prior to June 1st deadline. Applications or documentation needed to satisfy a prerequisite received after the deadline will not be considered. THIS PROGRAM APPLICATION IS IN ADDITION TO THE PVCC COLLEGE APPLICATION.

2. The Radiography Program Director conducts a preliminary screening of all applicants to determine those who have met the minimum prerequisites and thus are eligible for admission.

3. Applicants are ranked according to the following criteria in order of importance:

a. The number of general education courses (all non-RAD courses required for graduation in the AAS of Radiography Technician degree) completed by the application deadline.

b. The GPA earned in those completed courses (i.e. curricular GPA which is the grade point average of all the non-RAD courses) listed on the AAS of Radiography curriculum sheet prior to the application deadline. These would
include: ENG 111/112, BIO 141/142, SDV 100/101/108, PSY 200/230, humanities elective and health or physical education elective. **The minimum acceptable curricular GPA is 2.5.**

c. The GPA earned in the science courses completed by the application deadline (BIO 141, BIO 142). These courses must be completed within the last eight years. **The minimum acceptable science GPA is 2.0.**

d. The quality of the radiography essay. The 300-word radiography admission essay is intended to evaluate each applicant’s written communication skills. The essay is prompted by a choice of questions and is completed in word-processing format in the PVCC Testing Center by appointment. It is not a test of knowledge and cannot be prepared ahead of the scheduled appointment. The essay will be evaluated using a writing rubric. The rubric used to evaluate Radiography program admissions essays include:
   - Interest in Radiography
   - Experience working with patients in a health care setting
   - Appearance/organization
   - Ability to convey thoughts in essay
   - Spelling/punctuation and grammar

4. Applicants will be accepted, placed on the waiting list, or not accepted. Notification of status will be emailed to students’ VCCS email address on June 30, 2016. Letters to all applicants will be mailed the week of June 30, 2016.

   a. A waiting list of qualified applicants will be maintained in the event that selected students are not able to accept their place in the program. The waiting list will only be maintained until the first week of August 2016 and is not continued from year to year. Students not admitted for their desired year will have to reapply for admission in subsequent years. Students are strongly encouraged to keep copies (electronic or hard) of all submitted application materials for use in the future when re-applying or applying to a different program.

5. Students seeking readmission into the program or advanced placement transfers will be considered on a space-available basis. Applicants for readmission must have submitted a letter requesting readmission by **November 15** for spring readmission and **April 15** for fall readmission. Students desiring readmission into RAD 190 must apply as **new** applicants.

**ANY STUDENT WHO HAS TWO FAILURES IN CORE RAD CLASSES AT PVCC IS NOT ELIGIBLE FOR READMISSION.** Details on program readmission are included in the program student handbook.
1. WHAT COURSES SHOULD I TAKE IF I AM PREPARING FOR ADMISSION INTO THE RADIOGRAPHY PROGRAM?

Any developmental courses which are recommended as a result of assessment testing should be taken immediately. If necessary, developmental English and Math should be the first developmental courses to be taken, followed by NAS 2, Foundations of Life Science, if determined necessary. ITE 119 and HLT 141 credit by exam tests should be taken as soon as developmental English requirements have been completed so that if these courses need to be taken there is time to do so before the application deadline.

2. HOW LONG WILL IT TAKE TO COMPLETE THE PROGRAM?

The Radiography Program curriculum can be completed in a 21-month time-frame. However, this full-time course load is a very difficult and time-consuming one, especially if the student has work or other non-school obligations. For this reason, many students elect to take many or all of their general education courses before beginning the sequence of radiography courses. The number of general education courses, particularly in the sciences, which have been successfully completed is one of the factors used to make admission decisions.

3. WHAT ARE THE COSTS INVOLVED IN THE RADIOGRAPHY PROGRAM?

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

Books: $2631
Supplies: $100
Health Screening: $100-$500 (depending on health care provider and immunizations required)
Background Check/Drug Screen: $112
Certification exam: $200
4. WHAT ARE THE CLINICAL SITES FOR THE PROGRAM?

Martha Jefferson Hospital, University of Virginia Health System, UVA Hand & Spine Center, UVA Imaging, UVA Children’s Medical Center (Battle Building), MJH Outpatient at 29 North, and MJH Outpatient at Pantops are settings where students do clinical rotations. Currently, all of these clinical sites are located within the Charlottesville area. Other facilities and agencies may be added at student or agency request. **STUDENTS WILL BE EXPECTED TO ATTEND CLINICAL SITES THAT MAY BE OUTSIDE OF THE CHARLOTTESVILLE/ALBEMARLE AREA.**

5. IF I AM TRANSFERRING FROM ANOTHER COLLEGE, CAN I GET CREDIT FOR SOME OF THE GENERAL EDUCATION COURSES?

Yes. Once your transcripts are on file in PVCC’s Office of Admissions and Records, you may request that the Registrar complete a transcript evaluation and send you written confirmation of courses accepted for transfer to PVCC. The Transcript Evaluation Request form can be found online at [http://www.pvcc.edu/files/media/form_transcript_evaluation_request.pdf](http://www.pvcc.edu/files/media/form_transcript_evaluation_request.pdf). It is the student’s responsibility to go into SIS to determine which courses have been transferred and to contact the registrar’s office with any questions or concerns.

6. IF I AM TRANSFERRING FROM ANOTHER RADIOGRAPHY PROGRAM, CAN I GET CREDIT FOR SOME OF THE RADIOGRAPHY COURSES?

Yes. Once your transcripts are on file in PVCC’s Office of Admissions and Advising, make an appointment with the Radiography Program Director. The Program Director and Division Dean will evaluate radiography coursework taken elsewhere. You may be required to provide course outlines, syllabi and skills checklists in order to determine what work may transfer. You will also need to provide documentation of any clinical hours, skills and competencies completed. It is the student’s responsibility to contact the Radiography Program Director and provide the necessary documentation for course transfer consideration.

7. IF I WOULD LIKE TO ENTER THE RADIOLOGY PROGRAM RIGHT AFTER I GRADUATE FROM HIGH SCHOOL, WHAT CLASSES SHOULD I TAKE?

Students must be at least 18 years old on the first day of fall classes. It is recommended that students complete biology, chemistry and algebra I in high school, demonstrate strong academic skills through your GPA and class standing, demonstrate (through college assessment testing) that you are ready to take college-level courses and meet the prerequisites listed in this booklet. All previously identified program prerequisites must be completed by **June 1, 2016.**
8. DO I HAVE TO TAKE SCIENCE AND ALGEBRA?

You must demonstrate competency in mathematics through the algebra I level. This can be done by the completion of developmental algebra (BSK 6, 8 & 9 or MTE 1-5), by achieving a Virginia Placement Test score showing proficiency in MTE 1-5, or by completing an approved college-level math course with a grade of “C” or better. If you did not take a full year of chemistry in high school (and earn a grade of “C” or better) you must take NAS 2 (Foundations of Life Science). Those students who have completed BIO 141 and 142 (or 8 credits of equivalent courses) with a grade of “C” or better within the last 8 years will be deemed as having met the science prerequisite.

9. IS THERE FINANCIAL AID AVAILABLE TO RADIOGRAPHY 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. There are also Radiography scholarships available.
A Message from the PVCC Math Department Regarding Placement Tests

Dear Student,

Please keep in mind the following suggestions as you prepare to take your placement exam. Most students place appropriately. On occasion, however, students are not prepared and do not place into the proper level. This letter is written especially to help prevent placing below your true level.

- Take the exam very seriously. The exam determines your starting level in mathematics and, therefore, how many mathematics courses you will need to finish your program.

- Give yourself the time you need. The test is not timed! If you are pressed for time, come back early on a different day and take the test when time will not be a factor. Use the time to carefully and seriously answer the questions. A little time wisely spent on the placement exam can save a semester or more of work!

- Brush up on your mathematics before the test, but don’t try to cram and learn things beyond your knowledge. You can obtain practice problems from PVCC’s Testing Center. The Jessup Library at PVCC has math texts on reserve for your review. You may also visit the PVCC First Quadrant Math Center for personal assistance prior to taking the math placement test. The Testing Center is located in PVCC’s Main Building, room M607. The First Quadrant Math Center is located in M253.

- Many students will have to take both mathematics and English placement tests. Consider taking these placement tests on separate days to minimize the effect of test fatigue.

- Test scores are valid for two (2) years after the date of the test. Students who take the placement test and who do not enroll in developmental math are allowed to take one (1) retest within twelve (12) months. Students who attempt developmental mathematics will be ineligible for a retest.

- In summary, do yourself justice and place where you truly are in math by being serious and smart about your time.
# Radiography Program Admission Checklist

<table>
<thead>
<tr>
<th>PREREQUISITES</th>
<th>Ways prerequisites can be met</th>
<th>How did you meet Prerequisite?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Complete English prerequisite requirement.</td>
<td>College transcript</td>
<td></td>
</tr>
<tr>
<td>Complete math prerequisite requirement.</td>
<td>(1) Placement test, (2) college transcript, (3) SAT/ACT score</td>
<td></td>
</tr>
<tr>
<td>Complete science prerequisite requirement.</td>
<td>(1) HS transcript, (2) college transcript, (3) completion of NAS 2, (4) test-out of NAS 2 or BIO 141 &amp; 142.</td>
<td></td>
</tr>
<tr>
<td>Complete Anatomy and Physiology I &amp; II with Lab</td>
<td>College transcript</td>
<td></td>
</tr>
<tr>
<td>Complete computer competency requirement.</td>
<td>(1) College transcript, (2) test-out of ITE 119</td>
<td></td>
</tr>
<tr>
<td>Complete medical terminology competency requirement.</td>
<td>(1) College transcript, (2) certificate of completion, (3) test-out of HLT 141</td>
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</tbody>
</table>

## Application Requirement

<table>
<thead>
<tr>
<th>How Met?</th>
<th>Completed?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Online Application</td>
<td></td>
</tr>
<tr>
<td>Online Application</td>
<td></td>
</tr>
<tr>
<td>Have colleges send official transcripts to PVCC Office of Admissions and Advising. Complete request form <a href="http://www.pvcc.edu/files/media/form_transcript_evaluation_request.pdf">here</a> to have courses evaluated for transfer credit.</td>
<td></td>
</tr>
<tr>
<td>Must be completed at PVCC Testing Center. Call 434.961.5320 to schedule an appointment.</td>
<td></td>
</tr>
<tr>
<td>To find test site, go to TOEFL iBT web site at: <a href="http://www.ets.org/bin/getprogram.cgi?test=toefl">here</a></td>
<td></td>
</tr>
<tr>
<td>Obtain any required documents and upload in application.</td>
<td></td>
</tr>
</tbody>
</table>

*If non-native English speaker, include copy of results of TOEFL iBT in upload of supporting documents. (TOEFL iBT scores are valid for up to two years.)*

In the online application, upload supporting documents (used to document prerequisites and/or general education courses included in curriculum), such as:

- official or unofficial transcript(s) for non-VCCS colleges
- high school transcript
- TOEFL scores
- SAT or ACT scores

For instructions on how to upload your supporting documents, please check the application site.