



Health & Human Services Division
 Lansing Community College
 selective_admissions@star.lcc.edu
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Radiologic Technology 2021 Advising Guide

Application Deadline: May 1 | Admission for Fall 2021

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General Program Info

LCC’s Radiologic Technology program has been accredited since 1975 by:

[Joint Review Committee on Education in Radiologic Technology \(JRCERT\)](https://www.jrcert.org/)

(<https://www.jrcert.org/>)
 20 N. Wacker Drive, Suite 2850
 Chicago, IL 60606-3182

This program is Selective Admissions, which means admission is on a competitive basis and does have program-specific entrance requirements. The program admits once a year and starts Fall semester. Admission is determined using a point system; those with the highest total points each year will be selected for the available seats. For more information on this program and career, visit the [program website](http://www.lcc.edu/academics/degrees/) (www.lcc.edu/academics/degrees/).

Application Deadline	Number of Students Admitted Annually	Program Duration (once admitted)	Program Format
May 1	Approximately 26	2 Years (5 semesters)	Face-to-Face *Some courses are hybrid (50% online)

Application Process

You must be an LCC student to be eligible for this program. Admission into the college does not guarantee entrance into a Selective Admissions program. For questions about the application process, email selective_admissions@star.lcc.edu.

Follow these steps to apply:

1. **APPLY TO LCC:** If you are not currently and have never been an LCC student, [apply to the college](http://www.lcc.edu/admissions-financial-aid/get-started/) (www.lcc.edu/admissions-financial-aid/get-started/).
2. ***TRANSFER STUDENTS:** Have ALL of your previous colleges send official transcripts directly to LCC's Registrars Office by **April 1st**. Courses must transfer into LCC as the exact class to satisfy an admission requirement.
 - a. Find out where to send your transcripts and how your classes will transfer to LCC using our [equivalency site](http://lcc.edu/academics/transfer/equivalencies/) (lcc.edu/academics/transfer/equivalencies/).
 - b. *****Your transfer school's grading system will be used to convert letter grades to numerical. Grading scales vary by school. For most schools, a 2.5 grade is equivalent to a B.*****
3. **MEET WITH AN ACADEMIC ADVISOR FOR COURSE PLANNING:** To ensure you satisfy all of the admission requirements, meet with an [Academic Advisor](http://www.lcc.edu/services/advising/) (www.lcc.edu/services/advising/). Call (517) 483-1957, option 4, to schedule an appointment with a Health Careers Advisor.
**To get the most out of your appointment, transfer transcripts should be on record with LCC before meeting with an advisor.*
4. **COMPLETE COURSE ADMISSION REQUIREMENTS:** See next page for a list of admission requirements needed to be eligible to apply. **Completion of admission requirements does not guarantee admission into a Selective Admission program.*
5. **SUBMIT SELECTIVE ADMISSION APPLICATION BY MAY 1:**
 - a. Complete the online [Selective Admission Application](https://www.surveymonkey.com/r/HHS-SelectiveAdmissionApplication) (https://www.surveymonkey.com/r/HHS-SelectiveAdmissionApplication).
 - b. Then pay the \$50 non-refundable application fee at the [Selective Admissions Store](https://secure.touchnet.com:443/C20118_ustores/web/store_main.jsp?STOREID=43&FROMQRCODE=true&SINGLESTORE=true) (https://secure.touchnet.com:443/C20118_ustores/web/store_main.jsp?STOREID=43&FROMQRCODE=true&SINGLESTORE=true). Payment is due by the application deadline.

Admission Requirements

Applicants must complete ALL of the following to be eligible for admission. **Coursework must be successfully completed by the end of LCC's Spring semester to be considered.** To allow for faster admission decisions, courses and degrees completed at other colleges during the semester of the deadline are not accepted. Summer classes are considered only in the event there are not enough applicants to fill seats. Only courses listed on your LCC record, which includes transfer credit, can be used to satisfy an admission requirement. Completion of the requirements does not guarantee admission into a Selective Admission program.

ADMISSION REQUIREMENT	SEE NOTE	MINIMUM GRADE
BIOL 201: Human Anatomy	1	2.5 / *B
BIOL 202: Human Physiology	1	2.5 / *B
CHSE 117: Health Law & Ethics	1	2.5 / *B
MATHEMATICS APPLIED DEGREES GENERAL EDUCATION: MATH 119, 120, STAT 170, STAT 215, or any course from the College Algebra section on the Applied Degrees General Education list (lcc.edu/academics/catalog/general-education/index.html)		2.5 / *B
ENGLISH COMPOSITION APPLIED DEGREES GENERAL EDUCATION: ENGL 121, 122, 131, or 132	2	2.5 / *B
COMMUNICATIONS APPLIED DEGREES GENERAL EDUCATION: COMM 110, 120, or 130 <i>*Other courses cannot be substituted</i>	2	2.5 / *B
SOCIAL SCIENCES APPLIED DEGREES GENERAL EDUCATION: SOCL 120, SOCL 260, COMM 280, or any course from the Humanities & Fine Arts or Social Sciences sections on the Applied Degrees General Education list (lcc.edu/academics/catalog/general-education/index.html)	2	2.5 / *B

ADMISSION REQUIREMENT NOTES:

***TRANSFER STUDENTS:** Your transfer school's grading system will be used to convert letter grades to numerical. Grading scales vary by school; a **2.5 is typically equivalent to a B.** Only courses and degrees completed at LCC during the semester of the deadline are accepted.

- 1.** Course must be completed within 8 years of the application deadline.
- 2.** The general education requirement for English, Communication, and/or Social Science will be waived by Selective Admissions ONLY IF the student has an Associate's or higher degree AND there are no classes completing the requirement(s) on the student's academic record. Official transcripts on record with LCC's Registrars office must show proof of degree.

Point System

Admission into this program is competitive. Applicants who complete all of the admission requirements will be ranked using the following point system. Those with the highest total points will be selected for the available seats. **Admission decisions are made mid-June.**

POINT CRITERIA	SEE NOTE	YOUR POINTS		
5 points awarded for successfully completing A&P within 3 years of the application deadline.	1			
12 points awarded for grade of 3.0 or higher in BIOL 201 <u>and</u> BIOL 202.	1			
<p>2 points awarded for <u>each</u> of the following courses completed with a minimum grade of 2.5 in one attempt; this includes withdraws (W) and attempts at other colleges. Only attempts within the last 5-years are considered.</p> <ul style="list-style-type: none"> BIOL 201 BIOL 202 MATH 119 or higher CHSE 117 				
<p>Points will be awarded for completion of the following courses with a minimum grade of 2.5:</p> <ul style="list-style-type: none"> 5 points: CHSE 120: Medical Terminology 5 points: PFHW 181: Stress Management 	1			
<p>The following points are awarded based on GPA of all courses required for admission and any additional point classes completed (CHSE 120 & PFHW 181):</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> 30 points: 3.75-4.00 25 points: 3.50-3.74 20 points: 3.25-3.49 </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> 15 points: 3.00-3.24 10 points: 2.75-2.99 5 points: 2.60-2.74 </td> </tr> </table>	<ul style="list-style-type: none"> 30 points: 3.75-4.00 25 points: 3.50-3.74 20 points: 3.25-3.49 	<ul style="list-style-type: none"> 15 points: 3.00-3.24 10 points: 2.75-2.99 5 points: 2.60-2.74 		
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4 points awarded for applicants who complete a job shadow in a Radiology department.	1 & 2			
<p>Applicants who have direct-patient care experience in a health field will earn points for ONE of the following:</p> <ul style="list-style-type: none"> 20 points: 10+ years of paid <u>work</u> experience 15 points: 5-9 years of paid <u>work</u> experience 10 points: 1-4 years of paid <u>work</u> experience 5 points: Less than one year of paid <u>work</u> experience 2 points: Minimum of 8 hours/month for at least 90 days of <u>volunteer</u> experience 	1 & 3			

...point system continued on next page

POINT CRITERIA	SEE NOTE	YOUR POINTS
Applicants who did not use transfer credits (including AP & CLEP exams) to satisfy any of the admission requirements will earn 2 points .	1	
The following points will be awarded for candidates who had completed all of the admission requirements and were not admitted due to the point system: 3 points: Received 3 denial letters 2 points: Received 2 denial letter	1	
YOUR TOTAL POINTS:		

POINT SYSTEM NOTES:

- 1.** This point criteria is optional. Only applicants who meet the criteria will earn points in this category.
- 2.** Proof of job shadow must be documented by an official representative of the facility on business letterhead and include facility name, date shadowed, contact information and signature of the Radiographer you shadowed. To earn points, documentation must be attached to your application (*preferred*) or emailed to **selective_admissions@star.lcc.edu** by the application deadline.
- 3.** Proof of work or volunteer experience must be documented by the HR department or a supervisor on business letterhead and include dates of employment/volunteering, position title, and a brief description of duties. To earn points, documentation must be attached to your application (*preferred*) or emailed to **selective_admissions@star.lcc.edu** by the application deadline.

In the case of a tie in total points, the candidate who submitted their application first is given preference.

Program Layout

Admitted applicants and those selected as an alternate will be required to attend a mandatory program orientation that typically occurs mid-July. Candidates are advised to plan Summer vacations accordingly.

If admitted, the Radiologic Technology program begins during LCC’s Fall semester and is 2-years long. This is a cohort program meaning class sequence and schedules are set. Students are in a Radiology activity 3-5 days/week. Most courses meet during the weekday between the hours of 8am-6pm; however, some events may run till 8pm. Classes and clinical do not occur on the weekends. While most course content is delivered in-person at LCC’s Main campus, some lectures are hybrid (50% online). Clinical sites are within a 200 mile radius of LCC’s main campus. Students may be placed at any clinical site, regardless of distance. Students are responsible for their own transportation and any cost associated with it. Clinicals are 8 hours

per day and may start as early at 5am. Some sites require evening rotations that may run as late as 10 pm. Participants are encouraged to reduce their work hours as much as possible while in the program.

Upon program completion, students earn a **Radiologic Technology Associate of Applied Science degree**. Graduates are eligible to take the American Registry of Radiologic Technologists (AART) examination for certification.

A complete Radiologic Technology program pathway, including course layout and course sequence, is available on the college's [Degree & Certificate site](https://lcc.edu/academics/catalog/degree-certificate-programs/) (<https://lcc.edu/academics/catalog/degree-certificate-programs/>).

Program Cost

The approximate cost for a Radiologic Technology student who receives in-district tuition rates is \$21,000; this includes the cost of prerequisite and in-program courses along with Radiology supplies and textbooks. For a detailed cost sheet, including tuition rates for all residencies, visit the Radiology section on HHS's [Advising Guides site](http://www.lcc.edu/hhs/advising-guides.html) (www.lcc.edu/hhs/advising-guides.html).

Be advised some in-program classes have a portion of the course fee that is non-refundable. Any student who registers for the class and then drops, withdraws, or is otherwise ineligible for the program will not be refunded the non-refundable portion. The non-refundable amount and the items included in course fees vary by class. More information will be provided at the program orientation that occurs after admission decisions are made.

Criminal Background Check

In order for this program to be in compliance with Michigan Public Act 26 of 2006, a **Criminal Background investigation is required for all students**. Directions for completing a Background Check, which may include fingerprinting and drug testing, will be given at the program orientation (after admission decisions are made). Please note digital fingerprinting may be required by the State of Michigan at the time of application for career certification. To comply with State and Federal statutes, admission to this program will be denied for any of the following:

- Any felony conviction within 15 years + three years' probation prior to application.
- Any misdemeanor within ten years prior to application that involved or is similar to the following:
 - Abuse, neglect, assault, battery
 - Criminal sexual conduct
 - Fraud or theft against a vulnerable adult (as defined by the Michigan penal code)

The [Michigan Workforce Background Check Program](http://www.miltcpartnership.org/documents/legalguide.pdf) (www.miltcpartnership.org/documents/legalguide.pdf) provides detailed information regarding the types of crimes and their implications to employment suitability in health care facilities and agencies.

Any student who has been charged with a felony or a misdemeanor crime after admission to the program must contact the Program Director within 72 hours of the charge. Students convicted of certain crime(s) may become ineligible for licensure, and therefore, may be dismissed from the Program.

Environmental Conditions-Standard Precautions

Applicants must be aware students in this program and profession will be exposed to blood, body tissues, and fluids. There is the potential of exposure to electrical hazards, hazardous waste materials, radiation, poisonous substances, chemicals, loud or unpleasant noises and high stress emergency situations. Students enrolled in this program and career path are at risk for exposure to blood and body fluids and transmission of blood-borne and other infectious diseases, including HIV. The Americans with Disabilities Act forbids discrimination against patients with infectious diseases; therefore, students are required to treat all patients assigned, regardless of the disease-state of the patient. Standard precautions must be followed when treating each patient.

Immunization Certification: applicants admitted to the program shall be required to present evidence, in the form, of certification by a licensed healthcare provider, that he/she has been immunized against tuberculosis, measles, rubeola, rubella, tetanus, diphtheria, pertussis, hepatitis B, Varicella, influenza, and poliomyelitis. Students must also provide documentation of BLS certification, a physical from a licensed healthcare provider, and 10-Panel Drug screen from an approved provider. This is in accordance with professional standards and clinical-site requirements. Students are responsible for the cost associated with obtaining immunizations, physicals, BLS certification, and any other items relating to clinical eligibility. **More information about these items and how to submit them will be provided at the program orientation that occurs after admission decisions are made; do not submit these documents with your Selective Admission Application.** Contact the Program Director for details on clinical requirements.

Be aware Lansing Community College does not provide accident and health insurance coverage for students. The College provides liability insurance coverage for students in practicum for injuries and damages they cause to others. It does not cover injuries students sustain as a result of their own actions. Students must use personal funds or personal medical insurance as a primary medical coverage payment if accident or injury occurs or if emergency treatment is required.

Pregnancy Policy

Applicants of the Radiologic Technology program must be aware of the following policy pertaining to pregnancy. This policy is designed to inform applicants/students of the program guidelines for radiation protection of an unborn child:

The sponsorship of the program adheres to the stated rule (#R325.5205.) of the "Ionizing Radiation Rules" provided by the Michigan Department of Consumer & Industry Services, and

Regulatory Guide 8.13 provided by the U.S. Nuclear Regulatory Commission. A copy of this policy is provided to all applicants prior to their admittance to the program.

If at any time during the program the student decides to voluntarily declare a pregnancy they must provide written notification to the Program Director or Clinical Coordinator. In order for a pregnant student to fully ensure compliance with the lower radiation exposure limit and dose monitoring requirements, the student should declare their pregnancy to the Program.

In the event of a declared pregnancy, the following course of action shall be implemented:

1. The Program Director will review with the student NCR Regulatory Guide #8.13, "Instruction Concerning Prenatal Radiation Exposure." The student will sign a declaration indicating receipt of this regulation.
2. The student will receive counseling regarding minimizing radiation exposure to the embryo/fetus.
3. In an effort to closely monitor the radiation dose to the fetus, a fetal dosimeter will be ordered for the student, to be worn at the student's waist, under the lead apron, if applicable-for College lab purposes.
4. The student will be given the option of taking a leave of absence from the program, but may continue with proper precautions. If a leave is chosen, the Program will work with the student for planned re-entry at the next appropriate semester.
5. If the student continues in the program, and the student feels physical restrictions are applicable, they must obtain documentation from her physician attesting to that fact. The Program will attempt to reasonably accommodate this request.
6. In reference to the radiation dose limits applicable to the embryo/fetus, the stated published federal and state standards document limits less than 500mR during the entire pregnancy.

At any time a student may retract their declaration of pregnancy by providing written documentation to the Program Director or Clinical Coordinator.

Skills Essential for the Field

For a list of motor, cognitive, and psychological skills essential for this field, visit the Radiology section on HHS's [Advising Guides site](http://www.lcc.edu/hhs/advising-guides.html) (www.lcc.edu/hhs/advising-guides.html).

COVID-19

As a result of COVID-19, Spring 2020 courses were switched mid-semester to online formats. The College allowed students to opt into a pass/fail grading system for eligible Spring 2020 courses. However, the Radiologic Technology program does not accept "P" (pass) grades. The minimum required grade must be met for all admission requirements or optional additional point classes.

Because of the COVID-19 pandemic, students are required to comply with all laws, rules, and regulations as well as any guidance provided by the CDC, the local health department, and

other governmental authorities. Due to rapid developments related to COVID-19, students are encouraged to periodically visit the College's website for updated information about COVID-19 (www.lcc.edu/about/coronavirus/).

Non-Discrimination Statement

Lansing Community College is committed to providing equal employment opportunities and equal education for all persons regardless of race, color, sex, age, religion, national origin, creed, ancestry, height, weight, sexual orientation, gender identity, gender expression, disability, familial status, marital status, military status, veteran's status, or other status as protected by law, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position or that is unrelated to the person's ability to participate in educational programs, courses, services or activities offered by the college.

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies: Equal Opportunity Officer, Washington Court Place, 309 N. Washington Square Lansing, MI 48933, 517-483-1730; Employee Coordinator 504/ADA, Administration Building, 610 N. Capitol Ave. Lansing, MI 48933, 517-483-1875; Student Coordinator 504/ADA, Gannon Building, 411 N. Grand Ave. Lansing, MI 48933, 517-483-1885; Sarah Velez, Human Resource Manager/Title IX Coordinator, Administration Building, 610 N. Capitol Ave. Lansing, MI 48933, 517-483-1874; Christine Thompson, Student Title IX Coordinator, Gannon Building, 411 N. Grand Ave. Lansing, MI 48933, 517-483-1261.

For questions, contact the Imaging Program Director:

Jamia Dunckel | wilkinj4@star.lcc.edu | (517) 483-1412

Check out all of the Health Career [Advising Guides](http://lcc.edu/hhs/advising-guides.html) (lcc.edu/hhs/advising-guides.html)