

SCHOLASTIC STANDARDS

The first six months of training is a probation period, during which time the school reserves the right to terminate a student's training at any time for inefficiency, misconduct or poor grades. Students are evaluated at the end of their probation period and are required to achieve a "C" or better in all courses until completion of program.

Students will receive written reports on their clinical and academic progress every six (6) months during their training. Grades in all courses must meet the minimum standard of "C" or better in each of these written reports to be considered passing.

If the student is NOT achieving a "C" or better in a course at mid-term. The student will be notified in written form by the instructor. The student will receive the opportunity for remediation with the instructor for the course. Documentation of the remediation action plan and notification of the grade will be documented and maintained in the students' file.

Senior Seminars is a comprehensive course at the end of the two year program. Due to the level of difficulty, support and remediation have been integrated into the course to optimize student success. The student will have the opportunity to identify areas of weakness following each section test. In addition, should the student fail the final; the student will have the opportunity re-take the comprehensive final. This final may be in written or electronic form. There is a cost associated with the compensatory final senior seminars test which will be the responsibility of the student. If Senior Seminars is the first course failed by the student, the student will have the opportunity to attend any courses offered by the program during the next 12 months for remediation purposes.

Within the 24 month program, failure to complete a course with a final grade of "C" or better will result in immediate academic probation until the completion of the program. Our program provides a supportive learning environment, any student may request remediation in any subject. The student can fail one course during the 24 month program; however, the failed course must be completed with a "C" or better prior to completion of the program. The program allows 36 months for completion of the failed coursework.

Failure of a second course will result in immediate dismissal.

GRADE SCALE:	92% - 100% = A
	83% - 91% = B
	75% - 82% = C
	0% - 74% = F (Failing)

EXAMINATIONS

Instructors or Proctors will remain in the classroom during exams and students will not be allowed to talk or leave for any reason.

Final examinations may be weighted at the discretion of the instructor; however, no final will be weighted more than 25% of the grade. A course syllabus will be given to each student at the beginning of the each course. The course syllabus will list the policies and requirements of that course. Each student will be expected to read each syllabus, ask questions regarding policies and/or requirements, and abide by the policies and procedures set forth in each syllabus.

Scheduled exams will not be returned to student; however, all exams will reviewed by the instructors. Grades will be posted on the bulletin board, delivered in class, or per request. Exams will be reviewed by the instructor with the class. Exams are the intellectual property of the school. Exams will remain on site until successful completion of the course. If

the course is not completed successfully, the exams will be maintained until the student has completed the course successfully.

INCOMPLETE GRADES

The Program Director, in consultation with the course instructor, will make the final decision on the completion of course requirements for any course in which the student has received an incomplete grade. No student will graduate with a failing or incomplete grade in any course in the curriculum.

TRANSCRIPTS

Transcripts may be requested throughout the 2-year program for various reasons. A transcript will be issued to the student contingent upon their tuition being current and up-to-date.

CONFIDENTIALITY-STUDENT RIGHT TO PRIVACY

School officials will not discuss Student performance and grades with parents, spouses or other relatives. These are discussed between student and faculty only in accordance with the Family Education Rights and Privacy Act (Buckley Amendment).

GRADUATION

The Graduation ceremony takes place in mid - June of the second year. Participation in the graduation ceremony is a requirement for the completion of the 24-month training program, unless medical or religious reasons prohibit this. The dress code for graduation will be approved by the Program Director of the school.

The school certificate will not be granted unless satisfactory grades (C or better) have been achieved in all courses of the curriculum. No student will be eligible to graduate with a failing or incomplete grade in any course

REQUIREMENTS AND COMPETENCIES FOR GRADUATION

Students graduating from the School of Radiologic Technology must be able to function as entry level radiologic technologists, based on the following requirements/competencies:

- Must have completed all didactic and clinical education while maintaining a minimum C average in all areas.
- Must be able to interact with patients and provide basic patient care.
- Must be able to recognize malfunctioning equipment, using knowledge of quality assurance and the basic function of the equipment and accessories of the Radiology Department, while applying regulations of radiation safety.
- Must be able to perform all routine radiographic procedures using knowledge of human structure and function, pathology and positioning.
- Must be able to process and evaluate images for diagnostic image quality and use technical knowledge and skills to reduce repeat radiographs.

- Must be able to utilize all radiographic equipment to obtain diagnostic quality radiographs, while practicing radiation protection for the patient, self, and other related medical personnel.
- Must be able to recognize emergency conditions or unusual situations that require adaptation of radiographic procedures, while maintaining consistent and diagnostic quality radiographs.
- Must be able to communicate with all aspects of the Radiology Department using appropriate oral and written communication.

Reference: Transfer Policy