

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 have the opportunity to identify areas of weakness and participate in remediation with the instructor for the course. Remediation is voluntary. Documentation of the remediation action plan and notification of the grade will be documented and maintained in the students' file.

Course failure: Within the 24 month program, failure to complete a course with a final grade of "C" or better will result in immediate termination. Students will be terminated following the first didactic course failure. (Clinical course failure is handled separately. Please see Policy for Failure of a Clinical Category.)

However, we understand that the radiologic program is a cumulative course of study. Due to the difficulty level and extenuating circumstances that occur in life, we have established a comprehensive remedial final as appropriate academic support for didactic course work. Students will have two opportunities to request this option. (Comprehensive remedial finals do not apply to clinical course Category grades or grading, student who fail a clinical course due to i.e., professionalism or technical components, will be provided a remediation opportunity over sixty days. Clinical Category evaluation cannot be executed through a comprehensive exam. Please see Policy for Failure of a Clinical Category.))

Students failing a didactic course will have the opportunity to participate in a comprehensive remedial final before grade submission. The student will be scheduled within 14 days of the course completion to participate in a comprehensive remedial final. If the student demonstrates a passing grade on the comprehensive remedial final, regardless of the actual score, the grade will be reported as a 75%-passing. Participation in the remedial course final is a pass or fail conclusion.

Students have two opportunities to participate in course recovery with the option of a comprehensive remedial final throughout the 24 month program. This means that a student could fail Procedures I and participate successfully in the comprehensive remedial final with a passing grade reported. In this situation, the student would have one more opportunity to request a comprehensive remedial final in the event that they have failed a subsequent course. If a student exhausts both comprehensive remedial testing opportunities, they must adhere to the course syllabi and grades reported, no further opportunity will be extended.

If the student fails any course and the subsequent comprehensive remedial final then the student is dismissed from the program. Students are dismissed upon the failure of any didactic course.

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 while testing unless approved by the instructor (i.e. emesis, etc).

Final examinations may be weighted at the discretion of the instructor; however, no final will be weighted more than 20% of the grade. (This does not apply to Compressive Remedial Finals which are pass or fail scenarios). 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 or has been terminated from the program.

Missed examination

If an exam/practical has been missed, it is the responsibility of the student to contact the instructor and make-up the exam within two weeks of the exam date or return date (leave of absence, etc). If the exam is not made up within the time allowed the student will receive a zero for the test or practical grade.

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