

Radiography

School of Health Professions
Community College of Baltimore County
Essex Campus

Admission Packet

2020 – 2021



Radiography

Welcome

Thank you for your interest in the CCBC Radiography program. Our program has over a forty-five year history of educating future radiography (x-ray) personnel who are employed in Imaging Centers, Physicians' Offices, and Hospitals.

Radiography uses x-ray radiation to create images of the tissues, organs, bones, and vessels that make up the human body. Most people are familiar with chest x-rays and also know that x-rays are the best way to diagnose broken bones. The radiographer (x-ray technologist) produces x-ray images of human anatomy for the physician to read and make a diagnosis.

Through a combination of classroom and clinical education, students in the CCBC program learn to:

- Operate x-ray equipment
- Position patients for x-ray procedures
- Deliver patient care
- Produce x-ray images of human anatomy
- Practice radiation safety.

The Radiography program is a **Selective Admissions Program** and enrollment in this program is competitive and limited by the availability of clinical facilities. Please carefully review the information contained within this guide to ensure you have completed all steps required for admissions consideration.

I wish you the best with submission of your admissions application.

Sincerely,

Erin Phelan, M.A., RT(R), CNMT
Medical Imaging Programs Director

Program Description

- Associate of Applied Science Degree program.
- Requires completion of both general education courses (English, Math, etc.) & radiography (RADT) courses.

- 2 year (21 consecutive months) full-time program of radiography classes.
- Only one cohort is accepted each year.
- A limited number of students are accepted for each class, based on availability of clinical placement and community need.
- Radiography courses start at the beginning of the fall semester.
- Due to the large number of applicants, acceptance is competitive.
- Program graduates are eligible to apply to take the ARRT Registry Examination, which is a national certification exam.

Accreditation

The program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT).

Application Deadline

April 15 for Fall 2022 start

Required Entry Exam

Complete the TEAS by ATI exam by April **1st deadline (effective for the fall 2022 start)** with the below required minimum scores. Students who have not completed the TEAS exam will not be considered for admission.

- Overall – PROFICIENT or higher (58.7%)
- Additional subject area scoring to be determined.

Additional information for the TEAS can be found at: <https://www.cbcemd.edu/Programs-and-Courses/Schools-and-Academic-Departments/School-of-Health-Professions/School-of-Health-Professions-Admissions-Office/TEAS-Testing.aspx>

Required Pre-requisite Coursework

All courses must be completed with a ‘C’ or better. Spring courses may be in progress when applying. For best consideration, A’s and B’s in prerequisite classes should be obtained. Summer courses will not be considered for admission. RADT 101 is required for the fall 2022 start.

- ALHL 115
- BIOL 109 (or both BIOL 220 & 221)
- MATH 135

- RADT 101 (must be taken within the two years prior to submitting an application)
- PHYS 101

Additional Coursework

Additional courses considered for admission. All courses must be completed with a ‘C’ or better:

- ENGL 101
- PSYC 101
- CMNS 101
- CSIT 120
- PSYC 103

Admission Criteria

- A CCBC GPA of 2.00 for any courses completed at CCBC
- Overall GPA in Pre-requisite courses, of 2.5 or better
- Proficient or higher on ATI TEAS Exam
- Successful observation day

Steps for Admission

1. Apply for admission to CCBC at <http://www.cbcmd.edu/apply>
2. Participate in assessment testing, if necessary.
3. Complete prerequisite courses as necessary.
4. Complete ATI TEAS testing by deadline.
5. Once you have your CCBC Student ID number, log into <https://shp.liasoncas.com/applicant-ux/#/login> and apply to the **CCBC SHP Radiography** program by the application deadline. The **non-refundable** \$50 application fee is due at time of submission.
6. It is the sole responsibility of the student to ensure that all documents have been received or uploaded into the SHP CAS by the April 15th deadline.
7. Applicants will receive an **email** inviting them to complete the **CCBC SHP Supplemental application** once their program SHP CAS application has been verified. Instructions will be in the email.

TRANSCRIPTS

Official transcripts from ALL U.S. colleges/universities attended by the applicant, are required to be submitted to the SHP CAS **AND** to CCBC. AP and CLEP scores should be sent directly to

the School of Health Professions Office. Please read these instructions carefully. Transcripts should be sent 4 – 6 weeks prior to the admission deadline.

- 1) SHP CAS Transcript Processing Center – there two ways to send official transcripts;
 - a) Electronically – If your school offers electronic transcripts, for example, Parchment, elect to send your transcript this way as it is more time efficient. Go into your student account on your college website and request copies of your Official Transcripts. You will be asked where to send the electronic copy, choose SHP CAS or something similar according to how your school has it listed.

You will also be asked for a Transcript Matching Number, on the transcript request form. This number is found in your SHP CAS application in the Academic History quadrant. Click on Colleges Attended. Under each college that you listed, is a blue button that says Transcript Matching Form, click on it. In the top, right hand corner of the form is a bar code, under the bar code is a series of numbers and letters. This number is the Transcript Matching Number, copy and paste it into the space on the electronic transcript request form.

- b) US Postal Service – You can use the mail system to send paper copies of your Official Transcript. Request from the institution(s) that you have attended, an Official copy of your transcript and have it sent to your home. A Transcript Matching Form must be sent with each transcript. The form is found in the Academic History quadrant of your SHP CAS application, in the Colleges Attended tab. Under each college that you listed, is a blue button that says Transcript Matching form, click on it. The form that comes up, must be printed out and wrapped around the unsealed, official, copy of your transcripts. Put all documents in an envelope and mail to the below address,

SHP CAS Transcript Processing Center
P.O. Box 9134
Watertown, MA 02471

- c) CCBC Enrollment Services Center, Baltimore, MD

Additionally, ALL official U.S. College transcripts, **not including CCBC**, must be sent to the CCBC Enrollment Services Center. Directions can be found using this URL www.cbcb.edu/Get-Started/Take-classes/Take-a-credit-class/Transfer-to-CCBC-from-another-college.aspx

- d) SHP Admission Office, Baltimore, MD

If you have CLEP scores, AP scores and/or an International College Transcript evaluation, the official score report or evaluation must be sent directly to our office. Do not send it to Watertown or to Enrollment Services. We will forward the report or evaluation once we have used it for admission consideration, to the appropriate group.

CCBC School of Health Professions Admission Office
7201 Rossville Blvd.
Eustis Center for Health Professions (ECHP) Building, Suite 102
Baltimore, Maryland 21237

- 2) All applicants are responsible for checking to see that their official transcripts have been received in the appropriate locations.
 - a) SHP CAS – log into your applications and select the Check Status tab in the upper right corner. If you have a concern, select the blue question mark at the top of your application and follow the prompts.
 - b) CCBC Enrollment Services – Log into your SIMON account to determine if your transcripts have been received and to review your transfer of credit.
 - c) Applications missing transcripts will not be considered for admission.

Admission Response

Decision letters are typically emailed between 6-8 weeks after the application deadline.

Post Admission

Once admitted into the program, students receive information from the program director within their CCBC student email accounts by July 1. Topics such as uniforms, CPR, medical information (physicals, immunization, and health insurance requirements), criminal background checks, drug screening, and required software and/or other materials are covered in a series of emails and attachments that contain directions to fulfill requirements needed before the start of the program. Please follow all directions very carefully and meet all required deadlines.

The Radiography program conducts a mandatory orientation session in the summer before the start of the program. Topics such as clinical preparations and technology used in the program are covered. In addition, Radiography students are required to attend the School of Health Professions New Student Orientation program in late August.

Financial Information

Radiography students will spend approximately \$600.00 for radiography textbooks throughout the program. In addition to textbooks, students also need to purchase student uniforms which will cost about \$300.00. Prior to starting clinical education, radiography students must have a medical examination performed by their personal physician along with up-to-date immunizations. This medical cost will vary.

Criminal background checks and drug screening will cost approximately \$70.00. A student clinical tracking software is also required and has a yearly cost of \$125.00, which is included in course fees.

Radiography students join the state professional association in their first year and participate in the annual Senior project, which totals approximately \$50.00. Also, second year students may choose to attend a regional Registry review, which costs approx. \$155.00. Fundraising money may be available to cover the cost of the review seminar and annual project. Near the completion of the program, students apply to and pay for the ARRT Certification Exam in Radiography, which costs \$200, and the State of Maryland licensure fee of \$175.00.

Who to Contact

Academic Advising – Advising is available at all campuses and extension centers. Please ask to speak with a **Health and Science Pathways Advisor** only. For the Essex campus call 443-840-1973 or visit the Student Services Center room 120A. The hours, addresses and phone numbers for all sites can be found by calling 443-840-2222 or online at [Contact an Academic Advisor](#).

School of Health Professions Office of Admissions at 443-840-1989 or email shpseat@ccbcmd.edu