

TRITON COLLEGE
Request for Readmission
HEALTH CAREERS: Radiologic Technology

* Readmission is based on faculty and clinical preceptor review, clinical evaluations, a cumulative grade point average of 2.5 or greater, and evidence of the applicant's efforts to strengthen areas of weakness.

*Readmitted students must follow the curriculum in place at the time of their return to the program and all courses must be in compliance with expiration dates according to the Radiology admissions policy. Please schedule an appointment with our program Retention Specialist, Tiffany Irby, to verify that all courses are up-to-date.

*The Radiology program reserves the right to test students (including lab testing from the Program Chairperson, Clinical Coordinator and Clinical Preceptor) on content previously acquired to ensure a successful transition back into the program.

*Program enrollment is limited by clinical education settings capacity and readmission will be considered only if there are positions available within the class.

*Students shall be limited to two opportunities for successful completion of the Radiology program.

*Re-admission is allowed once and must occur within one year of exiting the program. After one year, the student must re-apply according to the Radiology admissions process.

Steps to be considered for re-admittance are listed below.

1. Applicants must re-apply to the program by completing the following form prior to the start of the next semester following failure or withdrawal.
2. Student must have at least a 2.5 GPA in order to be considered for re-admission.
3. Requirements of re-admission may include challenge exams and/or competency checkoffs (based on length of time out of program). Students are encouraged to audit classes in order to improve the chances of success on challenge exams and checkoffs. Students cannot audit clinical courses due to capacity in accordance with the JRCERT.
4. Acceptance into the program is NOT guaranteed and is based on JRCERT requirements regarding clinical assignment ratio; 1:1 student to technologists' ratio for clinical.
5. If re-admitted, the student will receive a letter from the Program Chairperson/Clinical Coordinator detailing requirements of readmission.

DATE _____

NAME _____

LAST SEMESTER ENROLLED _____

SEMESTER REQUESTING RE-ADMISSION _____

1. **On a separate piece of paper: STATE YOUR REASON FOR PREVIOUS WITHDRAWAL FROM COURSE OR UNSATISFACTORY COURSE COMPLETION. Be sure to include thoughts and insight as to what happened during this time that resulted in withdrawal or failure. A minimum of 2 pages, double spaced, 12-point font and 1-inch margins surrounding document is required.
2. **On a separate piece of paper: STATE THE ACTIVITY UNDERTAKEN IN THE INTERIM TO INCREASE LIKELIHOOD FOR SUCCESS. Be sure to include what will be different this time in order to achieve success in the program. A minimum of 2 pages, double spaced, 12-point font and 1-inch margins surrounding document is required.

ADMISSION COMMITTEE SIGNATURES, COMMENTS AND RECOMMENDATIONS/Date:

- Student requesting re-admission must complete the following:
- A signature and meeting with the names indicated below. The student must request that the people listed below send a written statement with the following criteria listed in it to the Radiology Program Coordinator:
 - Students strengths, weaknesses, whether they would accept the student at their clinical site, recommendation for re-admittance, and any other pertinent information is welcome. All statements will remain confidential and kept in the Radiology department.

*RADIOLOGY CLINICAL

COORDINATOR/date _____

*CLINICAL

PRECEPTOR/date _____

DECISION: GRANTED _____ NOT GRANTED _____

RADIOLOGY PROGRAM CHAIRPERSON SIGNATURE/date/statement of results:

Examples: Re-admission to the Radiography Program

1. Students seeking readmission to the Radiography program must complete the admissions process within one year of separation. Readmission is based on faculty review, clinical evaluations, radiography faculty references, a cumulative grade point average of 2.5, and evidence of the applicant's efforts to strengthen areas of weakness. Readmitted students may register on a space-available basis only. Readmitted students must follow the curriculum in place at the time of their return to the program.

2. If a student receives an "F" in a RAS course during the semester in which they are registered, the student will be dismissed from the Radiography program. Any such student may apply for readmission for the following school year following the Radiography admissions policy guidelines and the sixth (f) criteria indicated below. If accepted, the student may repeat the course to remove the deficiency.

Students will not be readmitted during the same school year due to limited space and faculty requirements. Students shall be limited to two opportunities for successful completion of the Radiography program.

- a. Applicants must reapply to the program and claim status as a "readmit student" if previously enrolled in ANY radiography program (TC or other).
 - b. Applicants must meet ALL current admission requirements of the program, to include ranking to be readmitted to the program. The applicant will be considered with the applicant pool of the next class to be accepted.
 - c. Transcripts of readmit applicants are evaluated by the Information Specialist in consultation with the Program Chair and the Dean of Health Sciences.
 - d. Requirements of readmission may include challenge exams and/or competency check-offs (based on length of time out of the program). Students are encouraged to audit classes in order to improve the chances of success on challenge exams and check-offs. Once readmitted, the student will receive a letter from the Program Chair detailing requirements of readmission.
 - e. Acceptance into the program is NOT guaranteed and is based on JRCERT requirements regarding clinical assignment ratio; 1:1 student to technologist ratio for clinical.
 - f. Readmission is allowed once and must occur within one year of exiting ANY program (TC or other).
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3. Only one readmission into the Radiologic Technology Program is permitted. Readmission to the Radiologic Technology Program after dismissal is not guaranteed, regardless of the reason for dismissal.

A student who wishes to apply for readmission must do so, in writing, prior to the next semester following dismissal from the program. Regardless of the reason for dismissal, it is the sole responsibility of the student to request readmission in writing to the program chairperson. The advisory committee for the Radiologic Technology Program will make a readmission decision after reviewing all student records and interviewing the student.

Due to the rapid change of technology in the field of radiology:

- a. If three or more years have elapsed since enrollment in the program, the radiology courses must be repeated.
- b. If five or more years have elapsed since previous college enrollment or completion of the following courses, these requirements apply:
 - Anatomy and Physiology courses must be repeated
 - Elementary Statistics or Pre-calculus Algebra must be repeated
 - All current application/enrollment requirements apply
- c. A conference record form completed upon the student's dismissal from the program must be on file to be eligible for readmission.

Readmission Procedure

- a. Send a written readmission request to the program chairperson prior to the start of the next semester following dismissal from the program.
- b. Provide written documentation to the Radiologic Technology Program chairperson stating the reason(s) for withdrawal or failure and indicate the actions the student has followed to ensure success in the program if readmitted. This documentation must be submitted before a student will be considered for readmission.
- c. The Radiologic Technology Program chairperson will notify the student by email when and where the interview will be held.
- d. The Radiologic Technology Program chairperson will notify the student by email of the readmission status.

Program enrollment is limited by clinical education settings capacity and readmission will be considered only if there are positions available within the class.