



**Casper College  
Radiography Program  
Admissions Checklist**

**ARE YOU READY TO APPLY?**

Complete the following checklist to find out if you are ready to apply for admission to the Radiography Program. If you have any questions, call Jennifer Harshman at 307-268-2587 or E-mail at [jharshman@caspercollege.edu](mailto:jharshman@caspercollege.edu).

**Applications are due December 15<sup>th</sup>**

**STEP ONE**

- Apply for admission to Casper College as a degree seeking student with a major in Health Sciences and an emphasis in pre-radiography. All transcripts from previous college coursework must be on file in the Enrollment Services Office. Send all current/previous college transcripts to Enrollment Services

**STEP TWO**

In December of the year you apply you need to have completed the prerequisites, or be enrolled in those courses for the following spring semester. The higher the grades earned in these prerequisite classes, the greater your chances of being selected. Grades earned in the pre-requisite classes are weighted very heavily: A's are worth more than C's. All prerequisites must be complete before you can start the program.

- ENGL 1010            English Composition I
- MATH 1400           Pre-Calculus Algebra
- ZOO 2040/2041      Human Anatomy and/or
- ZOO 2110            Human Physiology (ZOO 2040,2041 & 2110 must be completed prior to graduation)
- HLTK 1200           Medical Terminology
- RDTK 1500           Introduction to Radiography

### **STEP THREE**

- Cumulative GPA must be 2.3 or greater. (This program is very competitive – high GPA recommended.)
- Comply with the Core Performance Standards (located in this guide), including BLS certification for the healthcare professional, background check, drug and alcohol policy, clinical accessibility, and clinical rotation requirements.
- You must have a clean criminal record with no prior misdemeanor (other than minor traffic violations) or felony convictions, to be eligible to take the National Registry. You must maintain a clean record for the duration of the Radiography Program, should you be accepted. If you are concerned about your eligibility, you may go through the petition process with the American Registry of Radiologic Technologists. If the ARRT allows you to participate, you must then go through the petition process with each clinical facility you will be attending. See program director for more information.
- Attended a Radiography Information Session. The session will be held each fall semester, after advising week. Email Jenny Harshman for specific dates and times at [jharshman@caspercollege.edu](mailto:jharshman@caspercollege.edu). Participants will be observed for their teamwork skills, motivation, level of interest and professionalism. This is not required, but you will earn points toward program eligibility.
- Send all current/previous college transcripts to Radiography Program Director with your Program application. The selections committee does not have access to your transcripts – you must provide them with your application. Unofficial transcripts are acceptable.
- Using APA format, write an essay to describe the Responsibilities of the Radiographer. This paper will be reviewed as part of the selection process. Academic honesty is required – do not plagiarize any part (copy-and-paste, etc.). Answer the following questions:
  1. What are the work responsibilities of the radiographer?
  2. What interactions does a technologist have with patients? Physicians? Other allied health professionals?
  3. Describe why mathematics and sciences are important prerequisites for a technologist.
  4. Reflect on a time that you were overwhelmed or frustrated at work or school. How did you cope with those feelings? How did you stay motivated? What did you do to feel better? What actions did you take to overcome these challenges and improve the situation?
  5. Discuss the importance of professional and ethical behavior in the imaging department.
  6. Research the cystoutethrogram exam.
    - a. Explain the exam
    - b. Describe catheterization
    - c. Do you think the technologist performs the catheterization? Why or why not?

- d. How could you make the patient more comfortable during this exam?
  - e. What aspects of this exam might be challenging for you as a technologist?
  - f. Look at some urography images online. Do you think this exam might be painful? Embarrassing? How could you reassure your patient?
7. Cite your sources throughout the entire response, and include a bibliography.

#### **STEP FOUR**

- Complete and return the Radiography Program Application for Admission, with all application materials including two reference letters:
  - o One from your most recent employer addressing: sense of responsibility, reliability, and capability of working with limited supervision and having interest/pride in the job
  - o One from anyone other than a family member who can attest to your honesty, sincerity, and the ability to work in a team setting (employer, teacher, coach, etc.).

If you have successfully completed all the items on this checklist you are ready to apply for admission to the Radiography Program.

#### **Selection Criteria:**

\*After all of the above steps are completed, and you qualify as one of the top applicants, you will be invited to interview for admission into the program. Interview selection involves a ranking of cumulative GPA, and pre-requisite course grades. The interview consists of questions that assess communication skills and knowledge of the profession based on your Radiology Information Session activities and/or other health care experience. A group of 6-8 people will be on the selection committee. The committee is made up of clinical staff and administration, college faculty, a radiography program student, and community members.

#### **STEP FIVE**

If you are accepted into the program, which starts in May, you must meet the following requirements:

- Complete the Hepatitis B vaccination series: First of the series must be completed prior to the start of clinical education.
- Provide evidence of two MMR immunizations.
- Pass CastleBranch and Wyoming Medical Center's drug screening prior to starting clinical education. Undergo a background check through CastleBranch and the Wyoming Medical Center Human Resources Department.
- Provide evidence of current health insurance and a two-step PPD skin test.

- Provide evidence of Chicken Pox immunization or provide a physician's statement that you have had the chicken pox.
- Provide a copy of your current driver's license and auto insurance card.
- Provide proof of the flu shot each fall semester.
- Be 18 years of age at the time you enter the program.

If you have not had experience working in a health care setting, it is recommended that you arrange for some volunteer time in a health care facility if possible. Examples include: Long Term Care, hospital, clinic, etc. Facilities with radiography departments are preferred, but not required.

### **State Authorization Reciprocity Agreement (SARA) Compliance**

Once you have graduated from our program, you will be eligible to take the national test through the American Registry for Radiologic Technologists (ARRT). Earning your registry will make you eligible to apply for radiography jobs in the United States. Each state will have its own licensure requirements. The Wyoming State Board of Radiologic Technologist Examiners lists those requirements on their web site, which can be found by clicking and following this link [Wyoming Radiology web site](#) .