



## Winchester Medical Center

### SCHOOL OF MEDICAL IMAGING

#### MEDICAL RADIOGRAPHY PROGRAM APPLICATION PROCEDURE

Applications for admission may be obtained by visiting the hospital website [www.valleyhealthlink.com](http://www.valleyhealthlink.com) and completing the online application form.

The completed application may then be emailed to [WMCRadProgram@valleyhealthlink.com](mailto:WMCRadProgram@valleyhealthlink.com)

You will be contacted to schedule your TEAS test.

Applications are accepted at all times and are evaluated on a rolling basis for programs beginning the following June.

Early Admission - deadline for application Nov. 1 for Dec. 1 decision

Regular Admission - deadline for application March 1 for April 1 decision – if space available

Please enclose with your completed application, or bring when you come for testing, a non-refundable \$25.00 application fee and \$85. TEAS testing fee. The fees may be submitted in one check payable to WMC School of Medical Imaging.

Official copies of college transcripts are required.

If unable to email, please mail application, application fees and transcripts to the following address:

Winchester Medical Center  
Medical Radiography Program  
220 Campus Boulevard, Suite 300  
Winchester, VA 22601

#### **Education:**

The following program prerequisites must be included in the degree or *completed prior to entering the program.*

- ✓ College-level Math (Math for Allied Health or higher) – 3 credits
- ✓ College Composition (English Comp 101 or higher) – 3 credits
- ✓ Anatomy & Physiology or Biology – 4 credits
- ✓ Medical Terminology (recommended) – 3
- ✓ Psychology or Sociology – 3 credits
- ✓ Ethics – 3 credits

**NOTE:** Applicants who are nearing completion of their degree may be considered, providing no more than 8 credit hours remain upon entering the program. Students will have one year after entering the program to complete all required credits for the Associate's Degree. Failure to complete the Associate's Degree by the end of the 2<sup>nd</sup> semester of the program will result in dismissal from the program.

After application, fees, and transcripts are submitted, an aptitude test will be administered by the Medical Radiography Program. The aptitude test required for prospective students for the Medical Radiography Program is called the Test of Essential Academic Skills V for Allied Health Test (TEAS). The test focuses on math, grammar, and reading comprehension. If the test results along with the prerequisite college courses demonstrate acceptable grades, applicants will be invited for a career preview within the WMC Medical Imaging department. This opportunity will confirm interest in the program by allowing the applicant to observe examinations that are offered at our institution and to speak with current students about classes, study times, etc.

### **Final Interviews**

After all observations are completed, qualified applicants will be chosen for final interviews before a Selection Committee consisting of representatives from Radiology Management and the Imaging Department, as available, the Medical Advisor to the Medical Radiography Program, the Clinical Instructors, and the Program Director. This committee selects final candidates for the Medical Radiography Program. Decisions for admission to the program are based on a point system. Applicants are scored on completion of prerequisites, average of the English, Reading and Math TEAS scores, prior healthcare and volunteer experience, oral and written communication skills and other criteria.

Notification of acceptance into the program will be mailed and e-mailed to the student within 1 week of the final interview. A written statement of acceptance and a non-refundable administrative fee of \$100 must be returned within 30 days of notification of admission in order to ensure retention of a position within the cohort. The \$100 deposit will be credited toward the first semester tuition of \$3,000 which is due June 1 prior to the program start.

Applicants must submit to a background check and drug testing before May 1 and are responsible for these fees. Drug testing and background checks must be completed May 1; failure to do so will result in the applicant forfeiting his/her seat in the class.

### **CPR Requirement:**

All students are required to hold a current credential for American Heart Association BLS – Healthcare Provider CPR as they enter the program. The cost is approximately \$100 and is available at Laurel Ridge Community College. Both the cost and completion of the credential, is the responsibility of the student.

### **Transfer Students**

Radiologic Technology Programs are not required to accept transfer students. Individual cases may be considered.

## **Tuition and Expenses**

Tuition will be charged in the amount of \$12,000.00 for the program payable on a semester basis (2 semesters per year at \$3,000.00 per semester). Checks should be made payable to Winchester Medical Center, Medical Radiography Program. Students owing tuition to the Medical Radiography Program will be required to make payment on or before the first business day of the semester.

June 1	June – December semester
December 1	January – June semester

## **Financial Assistance**

Currently, no financial assistance is available through the Medical Radiography Program.

Several scholarships are available to students in the radiography program. The following are examples. Other scholarships may be available. The student is encouraged to seek out other scholarships and grants.

Jan Digges/Winchester Radiologists Scholarship – awarded in June to a rising senior.

Details for application are available from the Program Director.

WMC Ladies Auxiliary Scholarships- accepting applications from January to April 15<sup>th</sup>.

Scholarships are awarded in May.

Virginia Society of Radiologic Technologists (VSRT) Applicants must be in a radiography program 6 months before applying for this scholarship. [VSRT Scholarship](#)

## **GRIEVANCE POLICY FOR STUDENTS**

The purpose of the grievance procedure is to afford a fair method for the resolution of disputes which may arise between the Program and students or department staff and students. A **grievance** shall be a complaint or dispute of a student regarding the application, meaning, or interpretation of policies or procedures as they affect the total educational activity of the student.

A process is detailed in the Student Catalog which is located on our website and provided to students at the time of acceptance into the program.

In addition to the program grievance procedures, students have the right to file a complaint with The State Council of Higher Education for Virginia (SCHEV) our state certifying agency.

SCHEV can be contacted at:

State Council of Higher Education for Virginia 101  
North 14<sup>th</sup> St., 10<sup>th</sup> FL. James  
Monroe Bldg. Richmond, VA 23219  
Phone: 804-225-  
2600  
[www.schev.edu](http://www.schev.edu)