

TABLE OF CONTENTS

RADIOLOGIC TECHNOLOGISTS	2
ADMISSION PROCEDURE	2
SVCC NEW STUDENT ADMISSION POLICY	3
ACADEMIC ADMISSION REQUIREMENTS	4
GENERAL EDUCATION COURSES	5
RADIOLOGIC TECHNOLOGY SCREENING REQUEST.....	6
RADIOLOGIC TECHNOLOGY POINT SYSTEM FOR CANDIDATE EVALUATION.....	9
PERSONAL HISTORY INFORMATION.....	11
PROFESSIONAL LICENSING AND REGISTRATION REQUIREMENTS	11
TECHNICAL ABILITIES	12
DISABILITY STATEMENT	13
PLAGIARISM STATEMENT.....	13
CONFIDENTIALITY.....	14
DOCUMENTATION OF OBSERVATION HOURS	14
RECOMMENDATION FORM.....	15
RECOMMENDATION FORM.....	16

RADIOLOGIC TECHNOLOGISTS

Radiographers perform diagnostic imaging exams, administer contrast media, and operate digital radiographic equipment to perform a variety of imaging procedures including diagnostic X-rays, CT scans, magnetic resonance imaging (MRI) exams, bone densitometry, mammography, cardiovascular interventional studies, and additional specialties in nuclear medicine, ultrasound and radiation therapy.

Salaries vary depending on education, training and experience. Most work is found in hospitals, physicians' offices or imaging centers. Job outlook is good. "Employment of radiologic technologists is expected to increase by about 15 percent from 2006 to 2016. As the population grows and ages, there will be an increasing demand for diagnostic imaging. Radiologic technologists who are willing to relocate and also are experienced in more than one diagnostic imaging procedure—such as CT, MR, and mammography—will have the best employment opportunities as employers seek to control costs by using multi-credentialed employees." Occupational Outlook Handbook, 2008-2009 Edition.

Caring, dependability, and accuracy are some characteristics needed to be successful in this profession. Radiographers usually are expected to lift patients and give contrast in certain hospitals and/or specialty fields. The potential radiation hazards are minimal due to protection devices and strategies.

Effective Fall 2007 the Associate in Applied Science (AAS) degree in Radiologic Technology requires that the student complete 73 semester hours of general education and radiologic technology courses. Admission into the RAD classes is limited and students must meet certain criteria to apply (see screening request checklist). This program admits 24-28 students each Fall semester. After acceptance into this program, classes follow a continuous 22-month curriculum (6 semesters – fall, spring, summer and fall, spring, summer) and it is only a *full day program*. Each student must receive a minimum grade of "C" in all radiologic technology courses. Upon degree completion, each student is required to pass the National Registry Exam and is eligible to apply for a license to practice Radiography in the State of Illinois.

ADMISSION PROCEDURE

Anyone interested in pursuing an AAS degree in Radiologic Technology must complete the following admission requirements by the designated deadline:

- Complete steps 1-12 on the attached screening request form.
- Return the **fully completed** screening request form to the Health Professions Office, Room 3F10.

The SVCC admission policy requirements and minimum Radiologic Technology Academic Admission Requirements must be completed by the priority screening deadline of March 1 of the year the applicant wishes to be admitted. A "point system" will be utilized to evaluate all qualified applicants. Once all eligible applicants have been evaluated and ranked, students will be admitted from the highest ranking to the lowest, until all spaces are filled. If there are more eligible candidates than there are spaces available, a waiting list will be developed. A second evaluation will be implemented for qualified students after the additional screening deadline of June 1. Students who apply after the application deadlines will be evaluated as spaces are available.

The Admissions Committee reserves the right to include Cumulative Grade Point Average (CGPA) as a part of the admission process. Students who have a CGPA below 2.5 do not qualify for admission. Students not qualifying for admission may choose to complete CSS 100 Student Success Skills with a "C" or better prior to applying to the RAD program. Following completion of CSS 100, you are not qualified for admission or retention if your CGPA remains below 2.5.

Students who were not selected in the year of their initial application, but who wish to be considered for the next screening, **must reapply** by completing a new academic plan with the Radiology counselor (Ext. 208) and returning a reapplication form available in the Health Professions Office (3F4) before the designated deadline.

In all cases, the decision to admit an applicant rests with the Admissions Committee.

SVCC New Student Admission Policy

New part-time and full-time students are expected to follow the procedure outlined below:

1. **STUDENT INFORMATION FORM:** Students must submit a completed Sauk Valley Community College Student Information Form. This form may be obtained from the Office of Admissions and Records, Room 1J1 or at <http://www.svcc.edu/UserMenu/current/admissions/admissions.html#admissions>
2. **TRANSCRIPTS:**
 - a. **High School/GED.** Submit transcripts of a high school record or the equivalent to the Office of Admissions and Records.
 - b. **College/University.** Sauk will accept credits earned at other regionally accredited institutions. Official transcripts **MUST** be submitted directly to Sauk from the college/university. Students must also submit a **Transcript Evaluation Request** form to the Office of Admissions and Records. Upon complete evaluation, students will be notified in writing of course articulation.
3. **SATISFY THE PLACEMENT POLICY:** All degree and certificate seeking students must have one of the following placement options completed prior to registration.
 - **SVCC Placement Test Results**
 - COMPASS Reading, Writing Skills and Mathematics
 - **ACT Scores**
 - Individual scores in the areas of English, reading and mathematics
 - **Review of credit already earned at any accredited college or university including SVCC**

RADIOLOGIC TECHNOLOGY PROGRAM

ACADEMIC ADMISSION REQUIREMENTS

The following academic criteria must be satisfied before an applicant will be considered for admission to the program:

Reading (One of these following criteria must be met. The most recent score or grade will be utilized.)

- Placed out of a reading course using SVCC Placement or ACT or results from another college/university
- Completed RDG 098 (formerly ENG 105) with a grade of "C" or higher
- Completed an equivalent reading course at another college or university with a grade of "C" or higher

Writing (One of these following criteria must be met. The most recent score or grade will be utilized.)

- Placed into ENG 101 using SVCC Placement or ACT writing score
- Completed ENG 099 (formerly ENG 100) or ENG 101 with a grade of "C" or higher
- Completed an equivalent English course at another college or university with a grade "C" or higher

Mathematics (One of these following criteria must be met. The most recent score or grade will be utilized.)

- Placed into MAT 080 (intermediate-algebra) or MAT 106 (applied math) or higher or its equivalent
- Completed MAT 074 (elementary-algebra), MAT 080 (intermediate Algebra formerly MAT 105), MAT 076 (geometry) OR *initial* approved Rad Tech general education math course with a grade of "C" or better
- Completed an equivalent math course at another college or university with a grade "C" or better
- Completed two semesters of high school algebra with a "C" or better within the last five years

Biology -- Anatomy and Physiology (One of these following criteria must be met. The most recent score or grade will be utilized. Multiple attempts at anatomy and physiology may be a factor in the admission process.)

- Completed *BIO 108* or *BIO 109* or *BIO 110* with a grade "C" or better (initial general education course completed)
- Completed two semesters (One year) of high school *Anatomy and Physiology* with a "C" or better within the last five years.
- Completed equivalent Anatomy and Physiology course at another college or university with a grade "C" or better

Other

- A minimum of SIX hours of earned college credit from the required General Education Courses with at least an overall GPA of 2.5 or higher OR, for students without any earned college credit (exception high school dual credit program), application within two years of high school with an ACT score in the 45th percentile, overall high school GPA of 2.5 or higher, grades of "C" or better in four semesters (two years) of high school laboratory sciences, and grades of "C" or better for two semesters (one year) of high school algebra.

Associate in Applied Science in Radiologic Technology

The Radiologic Technology program contains both general education courses and Radiology Technology courses. Radiology courses CANNOT be taken until a student is formally accepted into the program.

General Education Courses

A student can take the general education courses prior to being accepted into the RAD TECH program.

ORIENTATION (1 credit hour)

PSY 100 Orientation to College _____(1)

COMMUNICATIONS (6 credit hours)

ENG101 (Composition I) _____ (3)

AND

ENG 111 (Business & Technical Writing) **OR**

ENG 103 (Composition II) **OR**

SPE 131 (Introduction to Oral Communication) _____ (3)

SOCIAL and BEHAVIORAL SCIENCES (3 credit hours)

PSY 103 Introduction to Psychology (recommended) _____ (3)

MATHEMATICS (3 or 4 credit hours)

MAT 106 (Applied Math) **OR**

MAT 121 (College Algebra) or higher _____ (3 or 4)

The following math courses do not fulfill this requirement: MAT 115, 110, 111

HUMANITIES and FINE ARTS (3 credit hours) _____ (3)

Students must select an approved course from the AAS Humanities/Fine Arts list in the SVCC catalog.

LIFE SCIENCE (4-8 credit hours)

BIO 108 _____ (4)

OR

BIO 109* Human Anatomy and Physiology I **AND _____ (4)

***BIO 110* Human Anatomy and Physiology II _____ (4)

*Prerequisite for BIO 109: 1 yr of high school biology & 1 yr of high school chemistry with a grade of "C" within the last five years, or BIO 105 or 108 with a grade of "C" and CHE 102 or CHE 103 or CHE 105 or higher or permission of instructor.

**Prerequisite for BIO 110: BIO 109 with a grade of "C" or better

Courses that are italicized WILL NOT satisfy university general education requirements in transfer.

ADDITIONAL PROGRAM REQUIREMENT

NRS 116 Medical Terminology for Health Careers _____ (3)

Course must be completed with a grade of C or above prior to starting RAD courses.

Radiologic Technology Screening Request

Priority screening deadline for Fall semester: **MARCH 01***.

*Additional screening deadline of June 1 (as space allows).

Name _____ ID # _____
Address _____ City _____ State/Zip _____
Telephone _____ Year applying for admission: Fall _____

***Radiologic Technology students are only admitted in the Fall semester each year.**

The number of students that can be admitted to the Radiologic Technology Program is limited. Therefore, a selection procedure is necessary to identify the most qualified candidates.

Indicate with a check the following requirements that have been completed. All requirements must be completed prior to applying to the program.

- _____ 1. SVCC Student Information Form completed and on file in the admissions office.
Filed official high school or GED transcript in the admissions office recommended
- _____ 2. Official transcript filed and evaluated from any other school(s) attended beyond high school.
- _____ 3. Academic Plan completed with Radiologic Technology Counselor, Extension 208:
Date: _____
- _____ 4. TWO Recommendation Forms filed.
Each form must be completed by someone outside of your family/friends. These recommendations **MUST** be mailed **directly** to Dianna Brevitt's office from the writer.
- _____ 5. Appointment with Dianna Brevitt, Coordinator of Radiologic Technology, Ext. 362:
Date: _____
- _____ 6. Hospital visit completed.
Scheduled by Dianna Brevitt, Extension 362:
Date: _____
- _____ 7. Reading Proficiency: **one** of the following criteria must be met. The most recent grade or score will be utilized.
 - Placement Test: Circle one (Must place out of a reading course)
SVCC Reading/ACT/Results from another college or university
Test Score _____ Course Placement _____
 - RDG 098 with grade of "C" or higher Grade: _____
 - Equivalent Reading Course at another college or university with grade of "C" or higher
Course _____ Grade: _____
 - Exempt – transfer credits _____

- _____ 8. Writing Proficiency: **one** of the following criteria must be met. The most recent grade or score will be utilized.
- Placement Test: Circle one
 SVCC Writing/ACT/Results from another college or university
 Test Score: _____ Course Placement: _____
 - ENG 099 or ENG 101 with a grade of “C” higher
 Course _____ Grade: _____
 - Equivalent English course at another college or university with grade or “C” or higher
 Course _____ Grade: _____

- _____ 9. Math Proficiency: **one** of the following criteria must be met. The most recent grade or score will be utilized.
- Two semesters of high school algebra** Grade: _____
 - MAT 074 , 076, 080 or initial approved Rad Tech general education math course with a grade of “C” or higher
 Course _____ Grade: _____
 - Equivalent Math Course at another college or university with a grade of “C” or higher
 Course _____ Grade: _____
 - Placement Test Math: (Must place into MAT 080 or MAT 106 or higher or its equivalent)
 ACT Score _____
 SVCC Placement Test Score:
 College Algebra _____ Algebra _____ Pre-algebra _____
 - Placement results from another college or university
 Score _____ Course Placement _____

- _____ 10. Biology – Anatomy and Physiology: **one** of the following criteria must be met. The most recent grade or score will be utilized. Multiple attempts at Anatomy and Physiology may be a factor in the admission process.
- Two semesters of high school anatomy and physiology** Grade: _____
 - BIO 108, 109 or 110 with a grade of “C” or better*** Grade: _____
 - Equivalent Anatomy and Physiology course at another college or university with a grade “C” or higher.
 Course _____ Grade: _____

** completed within last 5 years, with a “C” or better
 ***initial general education course completed

- _____ 11. **Course requirements**
 All students applying must also fulfill certain course requirements by the deadline. Students with accumulated college credit must complete section A (see next page). Students applying without accumulated college credit and within 2 years of high school graduation must complete section B (see next page)

_____ A. **Students with Earned College Credit:**

A minimum of six (6) college credits must be completed from the following listed courses by screening deadline with at least an **overall 2.5 grade point average or higher**.

**If you are participating in the cooperative program through Blackhawk East, IVCC, Rock Valley or Highland (circle one), please enter course equivalents from that college below.

Orientation

PSY 100 _____ (1)

Communications

***ENG 101 _____ (3)

***SPE 131 or ***ENG 103 _____ (3)
or ***ENG 111

Social and Behavioral Science

PSY 103 recommended _____ (3)
(see SVCC catalog for approved courses)

Mathematics

***MAT 106 or MAT 121 _____ (4)
or higher (excluding MAT 110, 111, 115)

Humanities and Fine Arts

(see SVCC catalog for approved courses) _____ (3)

Life Science

***BIO 108 _____ (4)

OR

***BIO 109 and ***BIO 110 _____ (4)

_____ (4)

***A grade of "C" or better is required.

Classes which **DO NOT** count toward the six college credits include: ENG 091, 099, RDG 095, 098, MAT 070, 072, 074, 076, 080 or their equivalencies from other colleges.

_____ B. **Students Without Earned College Credit** (exception-high school dual credit program):

Application within 2 years of high school

ACT score in the 45th percentile or above: Score: _____

Grade of "C" or better for 4 semesters (2 years) of high school laboratory sciences --

Acceptable courses include anatomy and physiology, biology, physical science, chemistry or physics

Course _____ Grades: _____ and _____

Course _____ Grades: _____ and _____

Grade of C or better for 2 semesters (1 year) of high school Algebra.

Grades: _____ and _____

Overall high school GPA (grade point average) of a 2.5 or higher

Current GPA: _____

Based on the above information, I believe I am/will be ready for screening for admission the Radiologic Technology program by the deadline date for the year indicated on the previous page.

Signed: _____

Date: _____

Return completed form by the designated deadline date to Room 3F4A or mail to:

Office of Health Professions
Coordinator, RAD TECH
Sauk Valley Community College
173 IL Route 2
Dixon, IL 61021

Radiologic Technology Point System for Candidate Evaluation

A “point system” will be utilized to evaluate all qualified applicants. Applicants will be awarded points for the following criteria:

1. Grades received in required Algebra and Biology courses
2. Two Recommendation Forms
3. Bonus points are awarded (see specifics below) for:
 - a. **Additional** lab science/math courses.
 - b. Completion of all required general education courses.
 - c. Waiting List re-applicants who met the March 1 or June 1 deadline of the previous year.

Point System

1. The following system will be implemented in the required areas of Algebra and Biology. Grades in college courses override high school courses and placement test scores.

A = 4 points B = 3 points C = 2 points

Algebra (only one option can be used for awarding points)

- MAT 106 or MAT 121 or higher (**initial** course completed)
- An equivalent course at another college/university
- For applicants without earned college credit (except high school dual credit in MAT 106 or MAT 121 or higher), valid ACT or COMPASS scores will be awarded the following points:

<u>Course Placement</u>	<u>Points</u>
MAT 106	2
MAT 121	3
MAT 122, 220, 221, 240	4
MAT 203	5

Effective 2006 application year—for higher level math courses used to satisfy general education requirements (MAT 121 or higher), applicants will be awarded points according to the following scale:

A = 5 points B = 4 points C = 3 points

Biology (only one option can be used for awarding points)

- Grade of “C” or better in BIO 108 or BIO 109 or BIO 110 at SVCC (**initial course completed**)
- Grade of “C” or better in an equivalent course at another college/university
- For applicants without earned college credit (except high school dual credit in Anatomy & Physiology), a grade of “C” or better for two semesters (1 year) of high school anatomy and physiology within the last 5 years.

2. Letters of Recommendation will be evaluated. Applicants may receive up to a total of five (5) points for positive recommendations.

3. Bonus Points: (Bonus points are not awarded for courses used to fulfill General Education Requirements)
 - a. One bonus point for each *additional* lab science/math from the following list. Each course must be completed with a “C” or above before the March 1st deadline (MAT 121 or higher, PHY 175 or higher, BIO 109, BIO 110, BIO 111, CHE 103 or higher or equivalents from another college/university).
 - b. One point for completion of all required general education courses in the Radiography curriculum before the March 1 deadline.
 - c. Two bonus points will be awarded to those qualified applicants that have met the previous year’s March 1st deadline date and were placed on the “waiting list”.
 - d. One bonus point will be awarded to those qualified applicants that have met the previous year’s June 1st deadline date and were placed on the “waiting list”.
4. Hospital observation forms will be evaluated. Applicants will receive a deduction of one point for "does not meet expectations" on the categories of punctuality, communication, and professional appearance.

Personal History Information

After notified acceptance into the Radiologic Technology Program at Sauk Valley Community College, certain criteria will be required:

- Physical Examination
- CPR Certification (Health Care Provider)
- Drug Screening Test (depending on assigned clinical site)
- Documentation of the following immunizations
 - 2-step TB (current)
 - 2 MMR
 - Series of Hepatitis B shots (optional)

NOTE: Evidence of physical and mental ability to effectively execute the duties of Radiologic Technologist will also be required.

Professional Licensing and Registration Requirements

Upon completion of the Radiologic Technology program, graduates are eligible to apply to take the licensing examination. All candidates for the licensing examination will be required to provide the following information on the application for licensure and registration.

1. Have you been convicted of any criminal offense in any state or in federal court (other than minor traffic violations)? **If yes, attach a statement for each conviction including date and place of conviction, nature of the offense and if applicable, the date of discharge from any penalty imposed.**
2. Do you now suffer, have you suffered from, been diagnosed as having, or been treated for any disease or condition which is generally regarded by the medical community as chronic, i.e. (1) alcohol or other substance abuse; (2) mental or emotional disease or condition; (3) physical disease or condition that presently interferes with your ability to practice your profession? **If yes, attach a detailed statement, including an explanation whether or not you are currently under treatment.**
3. Have you been denied a professional license or permit, or privilege of taking an examination, or had a professional license or permit disciplined in any way by any licensing authority in Illinois or elsewhere? **If yes, attach a detailed explanation.**
4. Have you ever been discharged other than honorably from the armed service or from a city, county, state or federal position? **If yes, attach a detailed explanation.**
5. Are you a U.S. citizen **OR** a lawfully admitted alien of the United States?

Providing fraudulent information for the above may be grounds for refusal to issue the registration/license and at the discretion of the American Registry of Radiologic Technologists and the Illinois Department of Nuclear Safety, a review hearing may be required. These agencies will not conduct this hearing until the individual has completed the required program in an approved school and has completed the necessary application forms required by the Illinois Emergency Management Agency, Division of Nuclear Safety and registration by the ARRT. The decision to allow an individual to take the examination for licensure and registration rests with these agencies.

TECHNICAL ABILITIES FOR ESSENTIAL JOB/SKILL FUNCTION AS A RADIOGRAPHER

Radiography students must possess the ability to:

1. Perform a full-range of body motions, including handling and lifting patients, manual and finger dexterity and eye-hand coordination.
2. Stoop, bend, stand and walk for extensive periods of time.
3. Lift, carry, push, pull equipment or objects weighing up to fifty (50) pounds on a daily basis.
4. Climb steps and ramps daily.
5. Reach with arms above the head while standing.
6. Kneel and crouch.
7. Ambulate daily from work area to work area within the clinical education center.
8. See and hear to normal range with correction.
9. Work under stressful conditions and/or work irregular hours.
10. Communicate with people of all professional and social levels in writing, as well as verbally.
11. Wear lead protective devices for extended periods of time.

06/95

Disability Statement

If you have a disability or suspect that you have one and want to request a classroom accommodation, it is your responsibility to inform your instructor. Reasonable accommodations will be made after verification from the Student Needs Coordinator's Office located in Room 1G24, or by calling extension 246.

Plagiarism Statement

As noted in the Radiologic Technology Student Handbook and the Sauk Valley Community College Catalog: "Students at Sauk Valley Community College are expected to demonstrate qualities of morality, honesty, civility, honor and respect. Behavior which violates these standards for which discipline may be imposed includes, but is not limited to, the following:

1. Acts of dishonesty, including, but not limited to:
 - a. cheating, which includes but is not limited to:
 - 1) use of any unauthorized assistance, resources or materials in taking quizzes, tests or examinations;
 - 2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; or
 - 3) the acquisition, without permission, of a test or other academic material belonging to Sauk Valley Community College, to any department, or to any staff.
 - b. plagiarism which includes but is not limited to:
 - 1) use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgement;
 - 2) unacknowledged use of materials prepared by another person;
 - 3) use of any agency engaged in the selling of term papers or other academic materials.
 - c. furnishing false information to any College official, faculty member or office.
 - d. forgery, alteration or misuse of any College document, record, form, or instrument of identification.
 - e. alteration or sabotage of another student's work, such as tampering with laboratory experiments.
 - f. tampering with the election of any College-recognized student organization or the student trustee election.

A grade of "0" will be recorded for any assignment which involves plagiarism and further discipline may be imposed as outlined in the college catalog.

SAUK VALLEY COMMUNITY COLLEGE - RADIOGRAPHY PROGRAM

CONFIDENTIALITY

I understand that I may see patients having a specific radiographic examinations and overhear information that will be considered confidential. I understand that sharing this information with anyone concerning patients or events observed is not acceptable and would be considered a Breach of Confidentiality. This will result in failure to be considered for admission to the Radiography Program at Sauk Valley Community College. This is in compliance with the Federal HIPAA law regarding confidentiality of patient information.

Prospective Student Name (PLEASE PRINT)

Prospective Student Signature

DOCUMENTATION OF OBSERVATION HOURS

_____ completed _____ observation hours in
(Student's name and SS#) (Number)
the Radiology Department at _____ on _____
(Clinical center) (Date)

Date

Clinical Supervisor's Signature

Punctuality:

Meets expectations. Prospective student arrived early or on time. Stayed through the duration of the scheduled time.

Does not meet expectations. Prospective student arrived late to the department or did not show on scheduled date. Student did not stay the duration of the scheduled time.

Professional appearance:

Meets expectations. Prospective student wore appropriate clothing (casual dress wear). Student appeared well groomed and neat.

Does not meet expectations. Prospective student wore jeans or decaled t-shirt. Midriff visible. Not well groomed. Tattoos or multiple piercings visible.

Communication:

Meets expectations: Prospective student asked appropriate and intuitive questions. Good use of English language. Possessed a professional manner.

Does not meet expectations: Prospective student appeared disinterested asked few or inappropriate questions. Difficult to understand with poor verbal skills. Unprofessional manner.

APPLICANT WILL SIGN AND LEAVE THIS FORM AT THE CLINICAL SITE TO BE

FORWARDED TO:

Dianna Brevitt
Sauk Valley Community College
173 IL Route 2
Dixon, IL 61021

RECOMMENDATION FORM

The Radiography Candidate should complete information below before submitting to the writer.

Candidate's Name _____
Last
First
Middle

"I authorize _____ to write a reference which will become a part of my credential on file with the radiology program."

I voluntarily waive my right of access to this recommendation under Public Law 93-380 and the Regulations promulgated thereunder so that it may be kept confidential. If this waiver has not been signed, Public Law 93-380 and the Regulations promulgated thereunder permits the inspection of this recommendation by the candidate.

Signature of Applicant
ADN _____ LPN _____ ADV PL _____ RAD _____
Check applicable program(s)

This section must be completed by a professional reference source, i.e. employer, supervisor, co-worker, instructor, etc.

Please mail this directly to: Office of Health Professions, 173 IL Route 2, Dixon, IL 61021

(If you are inclined to list yourself as a friend please do not complete this recommendation. Return it to the applicant.)

- 1) How long have you known the applicant? _____
- 2) What is your professional relationship to the applicant? _____
- 3) Do you place full confidence in the applicant's integrity? Yes _____ No _____ Please Explain: _____

- 4) Evaluate the applicant as Excellent (5) Above Average (4), Average (3), Below Average (2), Poor (1) in the following areas:

	5	4	3	2	1
a. Oral Communication: Speaks clearly with precision and accuracy.					
b. Written Communication: Writes clearly with precision and accuracy. Uses correct grammar.					
c. Intellectual Ability: Demonstrates academic competence and aptitude for curriculum.					
d. Leadership: Takes initiative for own learning and holds self accountable for performance. Motivates others.					
e. Ethics: Displays honesty, integrity, and ethical behaviors.					
f. Empathy: Demonstrates respect, sensitivity and tactfulness in interactions with others.					
g. Reliability: Is dependable, responsible and prompt.					
h. Judgment: Displays critical thinking skills, common sense and decisiveness. Learns from past experiences and transfers this learning to new situations.					
i. Adaptability: Reacts appropriately to stress. Demonstrates control over own behavior.					
j. Professional Appearance: Maintains good personal hygiene, appearance, and appropriate attire.					

Comments: _____

Date: _____ Address: _____
 Print Name: _____
 Signature: _____
 Position: _____ Phone: _____

RECOMMENDATION FORM

The Radiography Candidate should complete information below before submitting to the writer.

Candidate's Name _____
Last
First
Middle

"I authorize _____ to write a reference which will become a part of my credential on file with the radiology program."

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Signature of Applicant
ADN _____ LPN _____ ADV PL _____ RAD _____
Check applicable program(s)

This section must be completed by a professional reference source, i.e. employer, supervisor, co-worker, instructor, etc.

Please mail this directly to: Office of Health Professions, 173 IL Route 2, Dixon, IL 61021

(If you are inclined to list yourself as a friend please do not complete this recommendation. Return it to the applicant.)

- 1) How long have you known the applicant? _____
- 2) What is your professional relationship to the applicant? _____
- 3) Do you place full confidence in the applicant's integrity? Yes _____ No _____ Please Explain: _____

4) Evaluate the applicant as Excellent (5) Above Average (4), Average (3), Below Average (2), Poor (1) in the following areas:

		5	4	3	2	1
a.	Oral Communication: Speaks clearly with precision and accuracy.					
b.	Written Communication: Writes clearly with precision and accuracy. Uses correct grammar.					
c.	Intellectual Ability: Demonstrates academic competence and aptitude for curriculum.					
d.	Leadership: Takes initiative for own learning and holds self accountable for performance. Motivates others.					
e.	Ethics: Displays honesty, integrity, and ethical behaviors.					
f.	Empathy: Demonstrates respect, sensitivity and tactfulness in interactions with others.					
g.	Reliability: Is dependable, responsible and prompt.					
h.	Judgment: Displays critical thinking skills, common sense and decisiveness. Learns from past experiences and transfers this learning to new situations.					
i.	Adaptability: Reacts appropriately to stress. Demonstrates control over own behavior.					
j.	Professional Appearance: Maintains good personal hygiene, appearance, and appropriate attire.					

Comments: _____

Date: _____ Address: _____
 Print Name: _____
 Signature: _____
 Position: _____ Phone: _____