Thank you for your interest in the Radiography (RAD) program at Asheville-Buncombe Technical Community College. Please read this information thoroughly. Admission to the RAD program is competitive. We want to make sure you have the best possible chance of being selected by completing all processes and submitting all necessary application documents completely, correctly and by the deadline. Please call the Admissions Office if you have any questions: (828) 398-7577, 398-7578, 398-7887 or 398-7576 or email admissions@abtech.edu.

You must be a high school graduate, or have an Adult High School or High School Equivalency (HSE) diploma to be eligible to enter the competitive allied health programs and have self-certified this requirement on your A-B Tech College application.

ANATOMY AND PHYSIOLOGY REQUIREMENT
Successful completion of Basic Anatomy and Physiology (BIO 163 or acceptable substitute) with a grade of “C” or higher is required prior to fall 2017 term start. Course completion will be verified by the Radiography department upon acceptance into the program.

THE APPLICATION PERIOD

We will begin accepting applications February 1, 2017, for the RAD class that begins fall semester 2017. All deadlines and requirements in this document must be met to be eligible to apply.

All students must review the Competitive Program Guide and complete the assessment for competitive allied health program admission before meeting with a GOT/Allied Health Advisor to discuss their program(s) of interest. Distance student services are also available for students living outside Buncombe County or its adjacent counties. Please contact gotadvising@abtech.edu. You are encouraged to view the online Guide early and often to ensure you fully understand the application process and deadlines. To access the Competitive Program Guide and assessment, please go to www.abtech.edu and click on Students, then under First Steps, click on Competitive and Limited Programs. If you do not have internet access, you are welcome to use one of the computers in the K. Ray Bailey Student Services Center.
IMPORTANT APPLICATION INFORMATION

To be eligible for admission to the fall 2017 class, all qualified competitive allied health applicants will be required to take the ATI TEAS (Test of Essential Academic Skills) exam. The ATI TEAS exam may only be completed at a location within the United States of America per ATI guidelines.

Please note that students may use either ATI TEAS or TEAS (Version V) scores, provided the scores are five years old or newer. The ATI TEAS exam will be paid for by the student at the time of online registration on the ATI website. Information on the ATI TEAS exam and associated costs can be found at www.atitesting.com. Applicants should NOT schedule the ATI TEAS until after meeting with a GOT/Allied Health Advisor and obtaining a ‘ticket’ to TEAS.

The ATI TEAS composite (total adjusted) score will be used to rank applicants for the competitive allied health program(s). You may use your TEAS (Version V) composite score from a previous test session if the score is five years old or newer and already on file at the College. Individuals wishing to submit a TEAS score in lieu of testing during the application period must request authorization at the time of completion of the Verification/Selection Form.

Applicants may select only ONE of the following at the time of completion of the Verification/Selection Form: 1) Testing during the application period at the Testing Center on A-B Tech’s main campus on Victoria Road in Asheville, NC. This option is required for non-distance students who choose to test during the application period. 2) Testing at an approved testing facility in another location. This option is available ONLY to applicants who live outside of Buncombe or its adjacent counties. The location of the testing facility must be known at the time of application. 3) Use an existing score already on file at the College provided the score is five years old or newer. 4) Request to submit only one score from a testing session prior to the application period at another testing facility. If multiple test scores are received on a single report (regardless of the reason for or source of the error), the earliest composite score will be used.

PLEASE NOTE: Test scores will not be accepted and students may not schedule the ATI TEAS at A-B Tech until after an applicant has completed the Verification/Selection Form and only the TEAS option selected on that form will be permitted. Students who wish to change their ATI TEAS option must meet with a GOT/Allied Health Advisor before March 3, 2017, to complete a new Verification/Selection Form.

Applicants in need of testing accommodations should contact Support Services at supportservices@abtech.edu at least three weeks prior to testing.

Notice To Non-U.S. Citizens

Admission to the Radiography program is open only to individuals with legal status or lawful presence. Some clinical rotations are required for program completion. The college refund policy applies if a student drops the program after being denied clinical site privileges. Non-citizens are encouraged to contact the appropriate licensing/certifying agency to determine if they are eligible for licensure/certification upon graduation – decisions regarding licensure/certification are solely the responsibility of the licensing/certifying agency.
Please note that the Test for Essential Academic Skills (TEAS) may only be completed at a location within the United States of America per ATI guidelines. Questions regarding program admission for non-citizens may be made to internationalinfo@abtech.edu.

**HOW TO APPLY**

1. Complete and submit a general College application online at www.abtech.edu. (This is not an application to an allied health program. That will be done separately after you meet with a GOT/Allied Health Advisor in the Bailey Building and are approved as eligible to apply.)

2. Students must certify on their College application that they are a high school graduate from a valid institution, an adult high school graduate from a valid institution, or have a valid HSE diploma. High school graduation or the equivalent from a regionally accredited, valid institution is required for Financial Aid purposes. You must have this high school equivalency by the first day of classes for the fall semester 2017 to enter the competitive allied health programs.

3. Applicants must complete FOCUS 2 online career and educational planning assessment prior to meeting with a GOT/Allied Health Advisor to apply for any Allied Health program. The assessment is available on the Career Development Services web page. FOCUS 2 must be completed by 3:00 p.m. on March 3, 2017.

4. Applicants must complete New Student Orientation and the Smarter Measure assessment prior to meeting with a GOT/Allied Health Advisor to complete the Verification/Selection form. Registration for NSO is available at www.abtech.edu/nso.

5. Applicants must document college readiness in English and math. With the exception of course credit (A-B Tech or transfer), placement must be five years old or newer. Students may place using different options for math and English. Official documentation of placement is required.

Placement in English and math may be met in one or more of the following ways:

1) High school placement: students with a 2.6 or higher unweighted GPA plus a fourth level math above Algebra II.
2) Course credit (A-B Tech or transfer) for DRE 098 or ENG 111 (for English placement) and DMA 010-050 or MAT 143 or higher (for math placement). A “P” in DRE/DMA or a “C” or higher is required.
3) Placement scores from one of more approved placement assessments, as follows:
<table>
<thead>
<tr>
<th>ACCUPLACER</th>
<th>SCORE</th>
<th>NC-DAP</th>
<th>SCORE</th>
<th>SAT</th>
<th>SCORE</th>
<th>ACT</th>
<th>SCORE</th>
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</thead>
<tbody>
<tr>
<td>Reading And Sentence Skills</td>
<td>80</td>
<td>Composite English (Reading; Revising/Editing /Writing; and WritePlacer)</td>
<td>151</td>
<td>Reading OR Writing</td>
<td>500</td>
<td>Reading And English</td>
<td>22</td>
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<td></td>
<td>86</td>
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<td></td>
<td>3/2016</td>
<td>500</td>
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<td></td>
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<td></td>
<td></td>
<td>Evidenced-Based Reading &amp; Writing</td>
<td>480</td>
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<td>Arithmetic</td>
<td>55</td>
<td>Math</td>
<td>55</td>
<td>Mastery of DMA 010 thru 050 (7 or higher)</td>
<td>500</td>
<td>Math</td>
<td>22</td>
</tr>
<tr>
<td>Elementary Algebra</td>
<td>55</td>
<td></td>
<td></td>
<td>3/2016 or Later Math</td>
<td>530</td>
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</table>

The College Placement Assessment or the equivalents detailed above must be completed or on file by **March 3, 2017**.

a. The College’s Placement and Retesting procedures apply to all applicants.

b. Applicants with disabilities should contact Support Services at supportservices@abtech.edu, at least three weeks prior to testing to receive special accommodations.

6. If you meet the minimum placement requirements, you will be given written permission to schedule the ATI TEAS exam by a GOT/Allied Health Advisor in the Bailey Building and taken by the advisor to finalize a Verification/Selection form in the Admissions Office. You must complete this step and the Verification/Selection form by **March 3, 2017**. You must schedule and take the TEAS test by March 10, 2017, to be considered an applicant.

You may use your TEAS Version V composite/total adjusted score from previous test sessions if the score is five years or newer and **already on file at the college**. Individuals wishing to submit a TEAS score in lieu of testing during the application period must request authorization **at the time of completion of the Verification/Selection Form**. TEAS test date must be prior to the application period start date of February 1, 2017, and must be from a regionally accredited institution. Be aware that only one TEAS exam will be allowed during the fall 2017 application period.

7. Applicants seated into the class and the alternates must attend a required program information session which will be scheduled in the spring. Information on required criminal background checks will be given out at this time as well as information on the required drug screenings, immunization requirements, CPR certification, TB testing, physical exam, etc. which will have to be completed before fall clinical rotations.
ADMISSION TO THE PROGRAM ONCE MINIMUM REQUIREMENTS HAVE BEEN MET

1. You will receive the points of your ATI TEAS exam composite score (adjusted individual total score). The TEAS exam includes Reading, Math (including Algebra), Science and English sections. The TEAS exam score will be used to rank applicants within their selected competitive allied health program.

2. Successful completion of Basic Anatomy and Physiology (BIO 163 or acceptable substitute) with a grade of “C” or higher is required prior to fall 2017 term start. Course completion will be verified by the Radiography department upon acceptance into the program.

OTHER IMPORTANT INFORMATION

Criminal background checks and drug screenings will be required by clinical sites for students throughout the competitive allied health programs. These screenings will be conducted at the student’s expense by a professional and independent vendor. Failure to achieve acceptable standards for these screenings may result in denial of clinical privileges. Successful completion of clinicals is required for program completion. The college refund policy applies if a student drops the program after being denied clinical site privileges.

Applicants should be aware that the American Registry of Radiologic Technologist (ARRT) is the nationally recognized organization which provides voluntary certification exams and registration status information for radiographers. As such, the ARRT Code of Ethics has strict requirements for individuals who have a criminal background or history of military court-martial. Applicants with such a history are strongly advised to contact the ARRT and go through the pre-application process to determine future eligibility status before enrolling in the radiography program. Further information can be found at the ARRT website: www.arrt.org or by calling the ARRT at (651) 687-0048. Decisions on ARRT applicant eligibility based on criminal background are solely the responsibility of the ARRT.

Applicants for competitive Allied Health Programs must demonstrate the ability, with or without reasonable accommodations, to meet certain technical standards critical to the successful completion of the program. These standards include skills and abilities essential for such things as operation of equipment; evaluation and manipulation of patients; evaluation of microscopic components and color reactions; and communication with patients, families and other medical personnel. For an explanation of specific physical and cognitive requirements for the RAD program, refer to the “Program Recommendations for ADA Technical Standards” notebook, which is available in the Admissions Office or on the A-B Tech web page. For further clarification, contact the Radiography Department Chair at (828) 398-7188.

If you are not selected for the RAD program beginning fall semester 2017 and wish to apply for the fall 2018 class, you must re-apply and re-compete.

All documents that you submit with your application for the RAD program must be true, correct and complete. Falsification of documentation may result in denial of admission or dismissal after admission.

Admission criteria are reviewed each year and are subject to change from year to year.

Allied Health students will be required to complete clinical rotations which may require them to travel more than one hour from campus. Clinical rotations may be conducted during weekend and/or evening hours. Students are responsible for arranging their own transportation.
COMPETITIVE ALLIED HEALTH READMISSION POLICY

The following readmission policy applies to students who receive an unsuccessful grade in a competitive allied health program, or who voluntarily withdraw from such a program. Unsuccessful grades are defined as “D”, “F” or “U”.

1. If you receive an unsuccessful grade in a competitive allied health program, you may not proceed to any subsequent course, which has the course in question as a prerequisite. You must repeat the course in question before proceeding to the next higher course in the program.

2. Most allied health courses are offered only once annually.

3. Since a new class of students is admitted to each program annually and because of the competitive nature of the programs in question, it will be necessary for the students who have received an unsuccessful grade in a major course during their first semester to reapply for regular admission to the program for the following fall.

4. Students who do not successfully complete a subsequent semester may seek approval from the department chairperson to ask special permission from the division dean to be re-admitted to the program for the next academic year if the application deadline has passed. Requests will be taken and considered on an individual basis.

We appreciate your interest in A-B Tech and the Radiography program.
STUDENT PREPARATION AND TESTING RESOURCES AVAILABLE

COLLEGE PLACEMENT

Test resources are available from:

www.abtech.edu/placement  (See Test Preparation Section)

SAT or ACT study guides, which are available at various libraries and bookstores, are also good resources for testing preparation.

FOCUS 2

Online career and educational assessment.

http://www.abtech.edu/focus2

ATI TEAS

Test resources and online registration and payment are available at the following website:

www.atitesting.com

Study guides are available for review in the Holly Library and the A-B Tech Madison and South sites. Study guides may also be purchased online from the test vendor ATI at the online store link or at the A-B Tech bookstore. Online practice assessments are also available at the vendor website.

PLEASE NOTE: Applicants are REQUIRED to take the ATI TEAS exam on A-B Tech’s main campus on Victoria Rd. in Asheville, NC. Applicants who live outside of Buncombe County or its adjacent counties can make arrangements to take the TEAS exam at another institution with permission/approval from a GOT/Allied Health Advisor, as indicated on the Verification/Selection form.

ADDITIONAL PREPARATION RESOURCES

March2Success.com provides free personal assessments and preparation tools for the college placement test and the ATI TEAS exam.

Revised 10/13/16