

THE ADMISSIONS PROCESS

Submit your application immediately so that we can start your file and notify you of admission activities. Acceptance to the program is on a competitive basis and we cannot guarantee admission since we have limited enrollment each year.

Enrollment is from 6 to 12 students per year. It is the responsibility of the applicant to ensure that their application file is complete by the deadline.

Should you feel additional information is needed after reading the brochure, please feel free to contact us anytime between 8:00 a.m. and 3:30 p.m. Monday through Friday at (424)306-8420 or by email at gyamuta@dhs.lacounty.gov. We will be happy to assist you.

Applications are accepted throughout the year but closed on **March 1st** of each year in order to select the next class. Training will begin the following **July**.

The following items must be submitted by **March 1st** in order to be considered for admission:

1. Completed application form.
2. Sealed official transcripts from all high school and college work completed.
3. All required courses must be completed. No in progress coursework will be accepted.
4. Three (3) professional letters of recommendation with a signature across envelope seal.
5. Resume.
6. Valid proof of certification for First Aid, CPR (Adult, Child, Infant) and AED (Child, Adult)
7. Verification of 40 volunteer hours in diagnostic radiology

*** Note applicants that do not comply with items 1-7 may not qualify for admission.**

All documents must be mailed and **postmarked** no later than March 1st to (No walk-in applications accepted):

**Harbor-UCLA Medical Center
School of Radiologic Technology, Box 27
1000 West Carson Street, Bldg. N-17
Torrance, CA 90509-2910
Phone (424)306-8420**

LOS ANGELES COUNTY HARBOR-UCLA MEDICAL CENTER

DEPARTMENT OF RADIOLOGY
SCHOOL OF RADIOLOGIC TECHNOLOGY

POLICY I - 1

SUBJECT: ADMISSIONS: Student Selection

STATEMENT OF POLICY:

Applications for admission are accepted throughout the year. The 2-year (24 month) program begins in July or early August with application deadlines on March 1st.

Qualified applicants will be notified of their acceptance into the program no later than 30 days prior to the start day (usually in May), unless they are an alternate and an accepted student drop.

Only qualified applicants who meet the minimum requirements for admission and provided evidence of the necessary qualifications for success in the field will be considered. Applicants must be 18 years of age by September 1st of their first year of training to be considered.

OBJECTIVE:

Admissions policy shall be published and applied according to accreditation standards.

PROCEDURE:

The selection process is as follows:

1st Interview - All applicants must attend a 1 - 2-hour group orientation meeting. Purpose: program review, introduction to program faculty, applicants are invited to address questions related to the program with faculty, student representative and 2nd interview scheduling.

2nd Interview - All qualified applicants must be interviewed by a panel potentially consisting of:
a) Program Director
b) Clinical Coordinator or Clinical Instructor

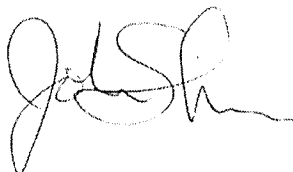
Prerequisite for 2nd Interview: completed application form, sealed official transcripts from all high school and college work completed, all required courses must be completed (no in progress coursework will be accepted), three (3) professional letters of recommendation on letterhead with a signature across envelope seal, personal Statement, valid proof of certification for First Aid, CPR (Adult, Child, Infant) and AED (Child, Adult), and verification of 40 volunteer hours in diagnostic radiology.

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EFFECTIVE DATE: 5/07

REV: 2/24

APPROVED BY: John Shim, M.D.

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2/8/24