

HOLY FAMILY UNIVERSITY  
RADIOLOGIC SCIENCE PROGRAM

**IMPORTANT FACTS**

**ADMISSION CRITERIA:**

High school (or post-secondary equivalent):

- Science (Human Biology / Anatomy & Physiology / or equivalent)
- Math (Algebra / Geometry / Trigonometry / Calculus)
- Chemistry or Physics

Must have a minimum grade of "C" in each course

≥3.0 collegiate GPA (for all internal and external transfer students) or converted GPA for high school applicants

Interview with program faculty

**ADMISSIONS PROCESS:**

Note: applicants are first accepted to the University and must apply separately to the Radiologic Science program. Acceptance to the University does not guarantee acceptance to the Program.

- Fill out a [Holy Family University Application online](#)
- Applicants with the highest combined prerequisite course grades, GPA, and faculty interview score receive first offers of acceptance.
- Waitlisted applicants are not guaranteed a spot in the program the following academic year but are welcome to reapply.

**RADIOLOGIC SCIENCE PROGRAM:**

The Radiologic Science Program at Holy Family University is a 20-month full-time, primarily daytime program that begins once per year in the fall semester.

- Perspective students are required to read the Associate of Science in Radiologic Science Program Student Handbook found online at [ASRS Student Handbook](#).
- Each student is responsible for obtaining CPR certification (for healthcare providers) prior to the start of the fall of the first year and to maintain CPR certification throughout enrollment in the Program.
- All students must provide evidence of Health Insurance prior to the start of clinical assignments in the fall of the first year and again prior to the start of the fall semester second year.
- Required immunizations

1. Submit results of an annual negative tuberculosis test to the Radiologic Science office. If you have had a positive tuberculosis test in the past, a chest x-ray is required every two years.
2. If you have not had chicken pox or the vaccine, you must have a **varicella titer** and documentation filed with the Radiologic Science office.
3. If, as an incoming freshman, you already completed the Report of Health Evaluation, you will not have to have this redone. However, please read #4 below because dates of immunizations, not a checkmark stating they were completed, are required.
4. The Report of Health Evaluation form has a section on immunizations that must be completed as directed. Dates of immunizations are extremely important. If the physician is unable to document the date of your Rubella or the two dates of your Rubeola and "mumps" immunizations, you will have to have a **Rubella titer** and/or **Rubeola titer**.
  - All students must undergo a criminal background check, child abuse clearance, and drug screening completed by our vendor, CastleBranch.com. Instructions provided upon acceptance.
  - All students must show evidence of flu and COVID-19 (boosters recommended but not required) vaccines. Please note that any exemptions granted by the University are not acceptable for clinical rotations. Students may not participate in clinical rotations without evidence of vaccination.

### **CERTIFICATION FEE:**

Once accepted into the Radiologic Science Program it is very important that your \$200 Certification Fee is paid as soon as possible. Once this fee is received you are formally considered a Holy Family University student and are permitted to register for classes.

### **FINANCIAL AID:**

Financial Aid is available and must be applied for in a timely fashion. Further information is available through the [Financial Aid Office](#) .

### **TUITION:**

Currently tuition can be found on the University website: [Tuition and Fees](#). Four (4) full-time semesters are required to complete the Radiologic Science curriculum. One (1) additional summer semester is also required and summer tuition is paid on a per credit basis. The summer semester includes a minimum of six (6) and a maximum of twelve (12) credits.

Information on tuition payment plans and return of fees are available through the [Student Accounts Office](#) .

## **TEXTBOOKS:**

Students must obtain textbooks that are identified as required for Radiologic Science courses. These books are carefully selected by faculty and are used throughout the duration of the program. Books for Radiologic Science courses alone will cost approximately \$1500.00. Textbooks and/or access to ebooks should be retained for the duration of the Program.

Additional textbooks will be needed for other courses required to complete the General Education curriculum.

## **ACADEMIC CALENDAR:**

Fall classes commence one week **BEFORE** the Labor Day weekend. The Radiologic Science Program follows the University's Academic Calendar that can be found on the [Registrar's Webpage](#).

## **CLINICAL EDUCATION SETTINGS:**

Please see complete list of clinical education settings on the *Clinical Education Settings* document. Note: some sites may have alternate start times.

- First two semesters
  - Fall - RADS 120 - Tuesday & Thursday
  - Spring - RADS 122 - Tuesday & Thursday
- Summer semester (12 weeks)
  - RADS 200 - Tuesday, Thursday & Friday
- Last two semesters
  - Fall - RADS 222 - Monday, Wednesday & Friday
  - Spring - RADS 232 - Monday, Wednesday & Friday

Students will rotate to a minimum of 3 clinical sites which may include outpatient centers. The Clinical Director makes all clinical assignments based on educationally valid reasons and not proximity to students' current/future residence. Assignments are final and there are no exceptions.

Current clinical affiliations can be found on the [JRCERT Recognized Clinical Education Settings](#) website.

## **FELONY/GROSS MISDEMEANOR/MISDEMEANOR CONVICTION:**

If you have ever been convicted of a crime, which includes *felony, gross misdemeanor or misdemeanor*, with the sole exceptions of speeding and parking violations, you are automatically **disqualified** as a candidate for admission to the Radiologic Science Program at

Holy Family University. Please note that should you be granted admission to another Radiologic Science Program, your conviction may impact your eligibility to become a candidate for examination by the American Registry of Radiologic Technologists (ARRT), the national certifying agency for Radiologic Technologists. (See [ARRT Exam Eligibility Requirements](#))

**COMPREHENSIVE EXAMINATION:**

All students in the Radiologic Science Program are required pass a comprehensive examination to satisfy graduation requirements. This is administered during the last semester of the program. If more than one attempt is necessary, students are responsible for the payment of each additional attempt.

**GRADING SYSTEM:**

All Radiologic Science students must maintain a minimum concentration and cumulative GPA of 2.3 and a minimum of 77% (C+) in all concentration courses to remain in good academic standing. A grade of <77% (C+) in any concentration will result in the student's dismissal from the program.

Grade	Grade Equivalent	Points per Credit	
A	(94-100)	4.0	Outstanding; mastery of the subject
A-	(90-93)	3.7	
B+	(87-89)	3.3	Superior; above-average mastery of the subject
B	(83-86)	3.0	
B-	(80-82)	2.7	
C+	(77-79)	2.3	Average; satisfactory mastery of the subject
C	(70-76)	2.0	
D+	(65-69)	1.5	Passing; showing deficiency in ability or industry; not transferable; not acceptable in major area of study
D	(60-64)	1.0	Not acceptable in major area of study
F	(59 and below)	0	Failure; credit can be earned only by repeating the course
M	Missing Grade	0	Temporary grade assigned when grades have not been submitted
NG	No grade	0	
P	Pass	0	
I	Incomplete	0	If not removed within one month of the examination date, it automatically becomes a failure
W	Authorized	0	Needs a late-drop form from the Registrar's office. Must be within time allowed
AU	Audit	0	Carries no credit

**PROGRAM ACCREDITATION:**

Joint Review Committee on Education in Radiologic Technology (JRCERT)  
 20 N. Wacker Drive  
 Suite 2850  
 Chicago, IL 60606-3182  
 Phone: (312)704-5300  
 Email: mail@jrcert.org

Holy Family University accreditation information: <https://www.jrcert.org/programs/holy-family-university/>

[JRCERT Radiography Standards - 2021](#)

[JRCERT Reporting Allegations Information](#)

**PROGRAM CONTACT INFORMATION:**

Phone: 267-341-3330

Email: [radiologicsscienceprogram@holyfamily.edu](mailto:radiologicsscienceprogram@holyfamily.edu)

Holy Family Hall, Room 114



# HOLY FAMILY UNIVERSITY RADIOLOGIC SCIENCE PROGRAM

## Functional Abilities and Activities

Functional abilities and activities	Description	Frequency*
<b>Stoop:</b>	Bending body downward and forward by bending legs and spine. – <i>To lift radiographic image receptors; to help sit a patient up in bed.</i>	F
<b>Kneel:</b>	Bending legs at knee to come to a rest on knee or knees. – <i>To perform CPR; to assist a patient lying on the floor who may have fainted.</i>	O
<b>Crouch:</b>	Bending the body downward and forward by bending legs and spine. – <i>To place a radiographic image receptor under a patient in an operating room setting.</i>	O
<b>Reach:</b>	Extending hand(s) and arm(s) in any direction. – <i>Extend to least 6 feet from floor to an overhead x-ray tube suspended from ceiling.</i>	F
<b>Grasp:</b>	Applying firm pressure to an object with the fingers and palm. – <i>Equipment such as overhead x-ray tubes, portable x-ray machines, c-arm units, control panel knobs, patient extremities.</i>	F
<b>Push:</b>	Using upper extremities and legs to press against something with steady force in order to thrust forward, downward or outward. – <i>To perform CPR; equipment such as overhead x-ray tubes, portable machines, c-arm units; patient stretchers and wheelchairs.</i>	F
<b>Pull:</b>	Using upper extremities and legs to exert a force on an object toward the mover. – <i>To move a patient from bed to stretcher and/or stretcher to radiographic table.</i>	F

Functional abilities and activities	Description	Frequency*
<b>Lift:</b>	<p>Raising objects from a lower to a higher position or moving objects horizontally from one position to another.</p> <p><i>– To help move a patient from wheelchair to radiographic table; to pick up radiographic image receptors.</i></p>	F/C
<b>Stand:</b>	<p>Maintaining an erect (or upright) position on both feet, particularly for sustained periods of time.</p> <p><i>– To provide patient care and/or observation for a sustained period of time.</i></p>	C
<b>Walk:</b>	<p>Moving about on foot to accomplish tasks, particularly for long distances (or times).</p> <p><i>– To complete a clinical education assignment for the duration of up to 8 hours.</i></p>	C
<b>Climb:</b>	<p>Ascending or descending using feet, legs, hands, and arms. Body agility is emphasized.</p> <p><i>– Using stairs to reach patient care areas throughout a multilevel hospital.</i></p>	F
<b>Balance:</b>	<p>Maintaining body equilibrium to prevent falling when walking, standing or crouching.</p> <p><i>– To transfer a patient from wheelchair to radiographic table and back.</i></p>	C
<b>Hear:</b>	<p>Ability to receive detailed information through oral communication and to make fine discriminations in sound (i.e., obtaining a blood pressure) when applicable.</p> <p><i>– Blood pressure sounds through a stethoscope; verbal communication from patients, physicians, radiographers, and other healthcare providers.</i></p>	C
<b>Talk:</b>	<p>Expressing or exchanging ideas by means of the spoken word to other healthcare workers accurately, loudly, and efficiently.</p> <p><i>– Speak to patients, physicians, radiographers, and other healthcare providers.</i></p>	C

<b>Visual Acuity</b>	<p>This is a minimum standard for use with those whose work deals largely with preparing and analyzing data and figures, accounting, transcription, computer terminal, monitors, extensive reading, visual inspection, using measurement devices, assembly or fabrication of parts at distances close to eye.</p> <ul style="list-style-type: none"> <li>– <i>Be able to observe and assess patient behavior</i></li> <li>– <i>Read printed and hand-written material, meters, gauges, and computer monitors</i></li> <li>– <i>Assess patients non-verbally to include changes in respiratory rate and effort and changes in skin tone</i></li> <li>– <i>Evaluate radiograph images in shades of gray for adequate: Spatial resolution, Positioning, Image receptor exposure, Required anatomy and other related information.</i></li> </ul>	C
<b>Medium Work:</b>	Exerting up to <b>75 lb.</b> of force <i>occasionally (O)</i> , and/or up to <b>35 lb.</b> of force <i>frequently (F)</i> , and/or up to <b>10 lb.</b> of force <i>constantly (C)</i> to move objects.	O/F/C

**\*Frequency Key:**

**O** = occasionally (1 - 25%); **F** = frequently (25 - 75%); **C** = constantly (75 - 100%)

# Documentation of Program Information & Requirements List

As a part of the admissions process, you must review **each** of the items listed below. All items must be filled in to complete this requirement. Please do not submit this form to the Program Office until all items have been completed. Once you have reviewed each item, please print and sign the Acknowledgement at the bottom and submit only this page to the Radiologic Science Program Office.

- [Associate of Science in Radiologic Science Student Handbook](#)
- Important Facts Sheet (this document)
- I am aware and understand the following:
  - I am required to obtain CPR certification prior to the start of the program (BLS or CPR for Healthcare Providers only).
  - I must complete a Medical Terminology course prior to the start of the program
  - I am responsible for transportation to/from all assigned clinical sites and understand that all clinical assignments are final.
  - Students must be eligible to complete clinical rotations at all affiliate sites. I cannot attend clinical rotations without providing evidence of the required immunizations and Covid-19/influenza vaccinations.
  - I am aware that not all courses are offered during daytime hours or online. Occasional evening courses, laboratory sessions, and or clinical rotations should be expected.
  - Some clinical affiliates may require personal information for authorization prior to rotations. The Clinical Director monitors and disseminates this information (only if required).
  - Required documentation not submitted to the Program Office by the due date and/or lack of communication to the Program Office may result in ineligibility to begin the program. No student will receive clinical placements for RADS 120: Clinical Education I until in full compliance with clearances.
  - I am aware that a minimum grade of C+ (77%) is required in all concentration (Radiologic Science) courses to progress. Earning a grade less than C+ (77%) results in program dismissal.
  - I am aware that I must maintain a minimum concentration and cumulative GPA of 2.3 to remain in good academic standing. Students who earn a concentration and/or cumulative GPA <2.3 will have one full-time semester (fall or spring) to restore their GPA. Not meeting the GPA requirement results in academic dismissal.

Put an "X" in the box next to each item after review.

## Acknowledgment of Review

I have read and reviewed each of the items listed above and acknowledge that I am responsible for knowing the information contained in each. I have inquired with the Radiologic Science Program Office for clarification of any/all information (if necessary) before signing this document. I am aware that non-compliance with any of these items may result in ineligibility to start the program.

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Signature

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Print

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Date