



RADIOGRAPHY TECHNOLOGY PROGRAM APPLICATION REQUIREMENTS

1. Applications must be completed in full; incomplete applications will not be considered.
2. Applying does not guarantee admission to the program.
3. Up to 16 students will be admitted to the program.
4. A competitive, point-based process determines admittance into the Radiography Technology Program. Registration is not first-come, first-serve.
5. Applicants must be at least 18 years old and have a high school diploma or GED
6. Applicants must have an Associate's Degree and have passed Human Anatomy w/Lab (4 credits) and Physiology w/Lab (4 credits) with a B- or higher.
OR
Applicants must have completed the prerequisites for the AAS Healthcare Services degree. (See below)
7. A background check and a drug screen must be completed. Results must be received by MTECH before the application deadline. Please follow the instructions for these procedures and allow up to 3 weeks for results to be sent to Katie Hong, Radiography Technology Program Coordinator at MTECH
8. If you are applying for Federal Financial Aid, please go to <https://mtec.edu/financial-aid> for more information. It is recommended that you apply at least six weeks prior to the first day of class to ensure processing before you start the program.
9. This is a 1600 clock hour program, which includes 935 hours of clinicals.
10. Attendance is mandatory and students are expected to pass all tests with an 80% or higher.
11. Applicants should submit the completed application in one of the following ways:
 - a. Hand deliver the completed application to Student Services at the Lehi Campus between the hours of 8:00am - 5:00pm Monday through Friday.
 - b. Mail your completed application to:
Mountainland Technical College
ATTN: RADIOGRAPHY TECHNOLOGY PROGRAM
2301 Ashton Blvd
Lehi, UT 84043

Non-Discrimination Statement

Mountainland Technical College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding nondiscrimination policies:

Justin Browning

Mountainland Technical College
2301 West Ashton Blvd
Lehi, UT 84043
Phone: 801-753-4137
jbrowning@mtec.edu

Inquiries may also be sent to:

Office for civil Rights, Denver Office U.S.
Department of Education
Cesar E Chavez Memorial Building
1244 Speer Blvd, Suite 310
Denver, CO 80204-3582
Phone: 303-844-5695 (TTD: 800-877-8339)
Fax: 303-844-4303
Email: OCR.Denver@ed.gov



RADIOGRAPHY TECHNOLOGY PROGRAM INFORMATION

MTECH MISSION STATEMENT

To enhance the employability of individuals through market-driven career and technical education.

PROGRAM MISSION STATEMENT

The mission of the Radiography Technology Program is to prepare students with both the academic education and the technical knowledge, skills, and abilities to gain employment after graduation. MTECH students will know how to produce high quality imaging, understand radiation safety practices, deliver exceptional patient care to the patient and understand their role as a health care team member by providing the rest of the healthcare team with the necessary information they need.

PROGRAM DESCRIPTION

The primary mission of the Radiography Technology program is to prepare students for a career as a Registered Radiologic Technologist. The primary responsibility of a radiologic technologist is to create images of patients' bodies using medical imaging equipment. Imaging exams help medical providers diagnose and treat injuries and diseases. Students in this program will be instructed in classroom and laboratory settings to learn on-the-job skills and then apply their knowledge in a clinical setting. Students will have the opportunity to gain experience in many healthcare settings including but not limited to hospitals, urgent care facilities, and family practice clinics.

PREREQUISITES

1. Students must satisfy the entrance requirements with the MTECH testing center
2. Students must have a high school diploma or GED
3. Students **WITH** an Associate's Degree or higher:
 - Students must complete Human Anatomy with Lab (4 Credits) and Human Physiology with Lab (4 credits). These courses must be passed with a B- or higher and taken within 5 years of applying to the Radiography Technology program
4. Students **WITHOUT** an Associate's Degree or higher:
 - Students must take all the required and elective credits to fulfill Utah Valley University's AAS Healthcare Services degree requirement. Students will receive 30 credits once they complete the Radiography Technology program. Students will need 19 credits of general studies and 15 credits of elective courses. Students are **required** to take Human Anatomy with Lab (ZOOL 2320 and ZOOL



2325) and Human Physiology with Lab (ZOO 2420, and ZOO 2425) as part of their elective credits. All courses must be passed with a B- or higher.

AAS in HEALTHCARE SERVICES

- All classes must be completed with a B- or better.
- The required prerequisite classes must be taken from a regionally accredited college or university. i.e. Utah Valley University, Brigham Young University, Utah State University, Salt Lake Community College, Weber State University, etc. Courses must transfer equally to Utah Valley University. If you have questions about your prerequisite classes, please email the Radiography Technology Program Coordinator, Katie Hong. (katie.hong@mtec.edu)
- After completion of the Radiography Technology Program at MTECH, students will be awarded 30 credits towards the AAS Healthcare Services degree at UVU.
- Students that completed the prerequisites and the Radiography Technology program will be awarded an AAS Healthcare Services Degree from Utah Valley University.
- Students that already have their associate’s degree or higher will be awarded a Certificate of Completion from MTECH in Radiography Technology.
- Students must have an Associate’s Degree or higher in order to sit for the ARRT National Registry Exam.

Utah Valley University Course List	CREDITS REQUIRED
ENGLISH - Complete ONE of the following:	3 Credits
ENGL 1010 Intro to Academic Writing** (HIGHLY SUGGESTED)	
ENGH 1005 Literacies and Composition Across Contexts	
MATH – Complete one of the following:	3 Credits
MAT 1010 Intermediate Algebra	
MAT 1030 Quantitative Reasoning QL	
MAT 1035 Quantitative Reasoning with Integrated Algebra QL	
MATH 1050 College Algebra QL	
MATH 1055 College Algebra with Preliminaries QL	
STAT 1040 Intro to Statistics QL	
STAT 1045 Intro to Statistics with Algebra QL	
Any HUMANITIES or FINE ARTS DISTRIBUTION Course	3 Credits
Any Social Science Distribution Course	3 Credits
BIOLOGY – Complete ONE of the following:	3 Credits
BIOL 1010 General Biology BB*	
BIOL 1610 & 1615 College Biology & Lab** (HIGHLY SUGGESTED)	5 Credits
HEALTH - Complete ONE of the following	2 Credits
HLTH 1100 Personal Health and Wellness TE	
PES 1097 Fitness for Life TE	
The following course are REQUIRED	
HLTH 2200 Intro to Health Professions	2 Credits



ZOOL 1090 Intro to Human Anatomy & Physiology BB*	3 Credits
SubTotal	19 Credits
Healthcare Services Electives	15 Credits
Complete 12 Credits from the following list	
ACC 2010 Financial Accounting	3 Credits
ACC 2020 Managerial Accounting	3 Credits
BIOL 1610 College Biology 1 BB **	4 Credits
BIOL 1615 College Biology 1 Lab**	1 Credit
CHEM 1110 Elementary Chemistry for the Health Sciences PP	4 Credits
ESEC 1013 Emergency Medical Response	3 Credits
ESEC 1140 Emergency Medical Technician Basic (can be taken at MTECH)	9 Credits
HLTH 2400 Concepts of Stress Management	3 Credits
HLTH 2600 Drugs Behavior and Society SS	3 Credits
IM 1010 Basic Computer Applications	3 Credits
IM 2010 Business Computer Proficiency	3 Credits
NUTR 1020 Foundations of Human Nutrition	3 Credits
PSY 1010 General Psychology SS	3 Credits
PSY 1100 Human Development Life Span SS	3 Credits
SOC 1010 Introduction to Sociology SS	3 Credits
ZOOL 2320 Human Anatomy BB (REQUIRED ELECTIVE)	3 Credits
ZOOL 2325 Human Anatomy Lab (REQUIRED ELECTIVE)	1 Credit
ZOOL 2420 Human Physiology (REQUIRED ELECTIVE)	3 Credits
ZOOL 2425 Human Physiology Lab (REQUIRED ELECTIVE)	1 Credit
MTECH Radiography Technology Program	30 Credits
TOTAL CREDITS	64 Credits

* - Courses will be counted toward credit total but are not a prerequisite or requirement for entry into the program. Students that take ZOOL 2320 will satisfy the Zool 1090 requirement.

** - Courses are HIGHLY SUGGESTED because they are prerequisites for other required courses. ENG 1010 is a prerequisite for many courses you will need. BIOL 1610 and BIOL 1615 will be counted as 3 General Biology credits and 2 elective credits. Courses are prerequisites for Human Anatomy W/Lab and Physiology W/Lab.

PHYSICAL REQUIREMENTS

Students applying to be a Radiographic Technologist must be in good physical and mental health to withstand the rigors of the job.

Requirements may include:

- Manual dexterity. Pushing/Pulling of beds, wheelchairs, etc
- Good vision and hearing
- Great communication (hearing, listening, writing, and speaking)



- Must be able to lift 50 lbs (some patients may be required to be pulled up, repositioned, or transferred from bed/wheelchair to the imaging tables)
- Chest compressions if needed for CPR

DRUG SCREEN

- Prospective students must take a 9-panel drug screen at Intermountain Work-Med in Orem or any other facility that offers 9 panel drug screens.
- Results for the 9- panel drug screen can take up to 2 weeks so please plan accordingly so results are received prior to the application deadline.
- Results will be sent directly to MTECH if you completed your drug screen at Orem Work Med. Please make sure the results are sent to Katie Hong, Radiography Technology Program Coordinator at MTECH.
- If you completed your drug screening at any other facility, please make sure you include your results in the application.
- Further test(s) may be required by the medical review officer physician to determine safe level(s) of a controlled substance, if detected.
- If at any time during the program it is suspected that a student is under the influence of a controlled substance or abuse of alcohol, law enforcement may be called and the student may be required to take a drug test. If a student declines the request, or tests positive for misuse of any substance, they may be dismissed from the program.
- MTECH is not responsible for the cost of any drug screens and students should be prepared to pay for them.

BACKGROUND CHECK

Prospective students must complete a background check/criminal history report through the FBI (Federal Bureau of Investigation).

- Results must be less than 12 months old.
- Applicants can get fingerprints done at their local police station; an appointment may be required.
- The FBI application, along with the required fee, and fingerprints should be mailed to FBI according to the instructions on their application.
- Applicants should allow at least two – four weeks for results to be sent to you. Plan accordingly so they are received prior to the application deadline.

EXTERNSHIP POLICY

Students will start their clinical internship during the second week of the Radiography Technology program. Students must pay all of their college costs and fees before they can start at their clinical site.

The Radiography Technology Program Coordinator arranges internship placements for all students to an appropriate facility. Students are responsible for transportation to and from their clinical sites. Students can rank their preferences of clinical sites but this does not



guarantee they will be placed there. Students may have to travel up to 100 miles away from the student's home to their clinical internship facility.

The Radiography Technology clinical experience is a period of learning, observing, and practicing the skills learned in the student's program. Upon completion of each term, the clinical internship supervisor will complete an evaluation report of the student's performance. Failure to perform professionally while on a clinical rotation, including speech or demeanor, which reflects poorly on the college or affiliated clinical externship site, may result in dismissal from the clinical site and/or college.

Students are expected to complete their full clinical experience within the period of the program. Students are discouraged from scheduling breaks, vacations, or major life events during their program course and clinical externship.

Each Radiography Technology student is required to fulfill the American Registry of Radiographic Technologist (ARRT) clinical internship requirements. The requirements include clinical experience with 51 required competency procedures passed off and 935 hours clocked. Students must pass off each x-ray competency in the Lab **before** they can pass it off at their clinical site. X-ray competencies must be passed off with an RT or the clinical supervisor at their clinical site.

ARRT NATIONAL REGISTRY EXAM (Registered Radiologic Technologist)

Students in the Radiography Technology program must have an Associate's Degree or higher to be eligible to take the national registry exam. The American Registry of Radiologic Technologists (ARRT) administers the registry examination. All Radiography Technology students must sit for this examination. Exams must be taken at one of the required Pearson Vue testing sites. The testing site will forfeit the exam attempt and fee if the student is late or absent for the date and time of the exam.

All questions about the national registry, testing sites, fees, etc will be addressed throughout the program and in the student's last term of the program. If you want to know more, please visit the ARRT website. <https://www.arrt.org/pages/earn-arrt-credentials/initial-requirements/exam/examination-requirement>

BASIC LIFE SUPPORT (BLS for the Healthcare Provider)

All participating Radiography facilities and hospitals require that each student be BLS Healthcare Provider certified. It is mandatory that ALL students attend the on-campus BLS Healthcare Provider course as part of the Radiography Technology Program.

PROGRESS AND ATTENDANCE PROCEDURES

Students must stay current with program requirements and maintain an 80% (B grade) or better. If a student falls behind, they will be placed on an Academic Improvement Plan with



their instructor. Failure to meet those requirements may result in being put on an academic probation with the counselor. If the terms of the probation are not met, the student may be dismissed from the program.

Due to the hands-on nature of the program, attendance is very important. It is very difficult to make up for missed training and as a result, a minimum of 85% attendance is required.

DRESS CODE POLICY

CLASSROOM DRESS CODE

Students are required to wear clothes and shoes approved by the MTECH dress code. Program specific scrubs may be required.

CLINICAL SITE DRESS CODE

Radiography Technology students are required to wear program specific scrubs at their clinical site. The scrub uniform for all clinical sites is a black scrub top and black scrub pants. Students are required to purchase their own scrubs through the Radiography Technology All Heart online scrub store. More information will be given to those students who have been accepted into the program. Closed toe shoes, in good repair, are to be worn at all times during your clinical shift. Open-toe shoes, canvas shoes, flip-flops, slippers, and sandals are not allowed for the safety of the student. Students will wear their uniform scrubs upon entrance to and upon exit from all clinical internship facilities. Students dressed inappropriately for their clinical internship site will be directed to leave the site. If a student fails to comply with the dress standards after counseling by the Program Coordinator or instructor, the student will meet with the Academic and Career Counselor. The student will improve or the student's dismissal will be required.

Hanging jewelry (long necklaces, hoop earrings, etc) is prohibited at all clinical sites, according to the policy of the assigned facility. Visible piercings are determined by your clinical site. During a rotation in MRI, please remember to remove all metal you're wearing before entering the room. I.e. jewelry, watches, badges, etc. Fingernails are required to be short and free of polish. Artificial, acrylic, gel, or dipped nails are prohibited, as they harbor copious amounts of microbes. Failure to adhere to this college and industry standards may result in a student's dismissal from the program. Good hygiene and grooming are essential. The college and all Radiography site facilities are smoking and vaping free campuses.

MTECH RADIOGRAPHY TECHNOLOGY CLASS & CLINICAL SCHEDULE

Students should expect to be in class from 8:00am - 2:30pm on classroom days and from 8:00-4:30 pm on clinical days. A 30-minute lunch break will be provided every day, regardless of location.

PROGRAM COST

The advertised cost of the program and required materials are subject to change at any time and without advanced notice. Please refer to the website for the most current information.



Please Note:

1. The non-refundable \$30 RT Program Application Fee must be paid before you turn in the MTECH Application Packet.
2. The \$40 MTECH Student Registration Fee will be paid once admitted to the Radiography Technology program.
3. Students are required to pay the fees for the drug screen, background check, and immunization record. Results must be in 3 weeks before the start of the program. Failure to complete these steps will forfeit your spot in the program and an alternate will be chosen.
4. Textbooks are bought each semester depending on the class you are taking. Required Textbooks can be found on the program syllabus of each class.
5. Once you are admitted to the Radiography Technology Program, you will need to register and pay for the program IN FULL at least two weeks before the program start date to Student Services. Tuition rates generally change annually on July 1st, and may increase from current rates.

Radiography Technology Application Acceptance Process

WHAT HAPPENS AFTER YOU APPLY

- Once the application period is closed, the Radiography Technology Program Coordinator and Faculty will review all submissions. The top 25 applicants will be invited for an interview with the Radiography Technology department.
- Incomplete application packets, and application packets not submitted by the deadline, will not be processed.
- Application evaluations use a point system with a standard rubric to select candidates based on the written essay, interview with the program faculty, and complete application packet requirements.
- Applicants with the highest overall scores following the interviews will be offered seats in the program.
- The Radiography Technology Program Coordinator and faculty reserve the right to interview additional qualified applicants if the initial interviewees do not meet minimum standards.

MTECH RADIOGRAPHY TECHNOLOGY APPLICATION POINT BREAKDOWN

Components	Point Value
Interview	60
Interview Preparation and Impression	15
Essay	40
Medical Experience – Employment (5 points per year up to 2 years)	10



Medical Experience – (2 points per class up to 5 classes)	10
Documentation of Required and Current immunizations, BCI results, 9 panel drug screen results, prior to interview invitation	10
2 nd Time Applicant	5
Total	150

Applications are only good for one application period. If you apply, but are not accepted, you may reapply at another time. Admission to the Radiography Technology program and interviews are not guaranteed. Previous application packets are not retained. However, we do take into account previous applications.

Radiography Technology Program acceptance notices will be sent within two weeks after interviews are completed.

NOTE: Admission to the program is contingent on:

- Full payment of tuition, fees, and registration with Student Services, two weeks prior to class start date.
- Course grades for courses that are being completed in the current semester.



Application Packet Requirements

Application submission does not guarantee acceptance nor a program interview. Incomplete or applications will not be processed. The top 20 applicants, selected by the Radiography Technology Program Faculty, will be invited to a program interview. The Radiography Technology webpage has the current dates and deadlines for the application.

CHECKLIST: All documents below are required for consideration of a RT Program Coordinator's interview:

- **Prerequisites:** (See above)
- **Application for Admission form:** completed and signed
- **One-page Essay:** Write a compelling essay on why you want to be a Radiographic Technologist. Format: Times New Roman, Size 12-point font, double-spaced.
- **Current CV or Resume:**
- **Official High School Diploma or Equivalent:** All applicants must be a High School Graduate or GED graduate and must be 18 years or older by the deadline. Please submit a copy of your high school diploma or GED certificate.
- **Official College Transcripts:** Please submit an official college transcript. Transcript must be sealed and signed. If you send them to MTECH, please ATTN to Katie Hong, Radiography Technology Program Coordinator.
- **Background Check Results:** An official, embossed, and/or original document from FBI is required. (Current within 1 year)
 - The prospective student must post mail fingerprints, fee, and application directly to the FBI address found on the FBIC Criminal Background page.
 - Allow at least 3 weeks prior to the deadline to submit forms to the FBI for processing. The FBI results document is required prior to consideration for a program interview.
 - Please make sure the results are included in your application
- **Drug Screen:** 9-panel to be obtained at IHC Orem Work-Med or any facility that offers a 9-panel drug screen. Students are financially responsible for this.
 - The documentation results must be sent from Orem Work-Med prior to or by the deadline or results should be included in your application.
 - Allow at least 2 weeks to obtain a 9-panel drug screen results.
 - Please make sure the results are sent to Katie Hong, Radiography Technology Program Coordinator at MTECH if the drug screen was completed at IHC Orem Work-Med
- **A copy of immunization documentation.** All are required to complete the application. Please highlight specific immunizations on the record that is being submitted.
 - Measles, Mumps, and Rubella (MMR)
 - Documentation of 2 MMR immunizations at least 28 days apart after the age of 1 OR
 - Documentation of a positive antibody Titer for MMR
 - Varicella (Chickenpox)



- Booster one (1) immunizations if vaccinated before age 13, two (2) if vaccinated after age 13, OR
- Positive Antibody Titers.
- TB Test: PPD skin test
 - Documentation must be current at the time of application.
 - The test can be obtained at the Utah County Health Department
 - If a student receives a positive TB test, an official document of a clear lung X-ray is required.
- Hepatitis A and B Vaccine (3 dose series) or:
 - Twinrix (3 dose series), or
 - Positive Titer for Hepatitis A and B, (at least 1st and 2nd done, in the three to start)
- TDAP immunization:
 - Current TDAP. This is not the same as a DTap, DPT, a Td or a tetanus shot. Not older than 10 years.
- Annual Flu Shot documentation. Must be current at the time of application.

*Pregnant students need to consult their physician before beginning the vaccinations and tests.

**Please note: It is the right of MTECH's participating clinical facilities to deny the student entry into their facility if the student is not completely vaccinated.

APPLICATION FOR ADMISSION



PERSONAL INFORMATION

Please print clearly and legibly. Complete all information requested.

Application Date:

Name:

LAST

FIRST

MI

Permanent Address:

STREET

CITY

STATE

ZIP CODE

Phone Number (including area code):

Receive Texts:

YES

NO

Email:

Have you ever applied to this program before?

If yes, when did you last apply?

YES

NO

Emergency Contact:

Please list the name and contact information of someone who will always know how to reach you.

Name:

Relationship to you:

Phone Number (including area code):

Receive Texts:

YES

NO

RADIOGRAPHY TECHNOLOGY PROGRAM: SIGNATURE FORM



I, _____ have read the application document
(Print First and Last Name)

in its entirety. By signing the following lines, I understand the rules and information given.

- I agree that I have read and understand the **Radiography Technology Program Application Requirements**
- I agree that I have read and understand the **Radiography Technology Program Information**
- I agree that I have read and understand **the Radiography Technology Class and Clinical Schedule, and Program Cost**
- I agree that I have read, understand, and will provide current documentation for the **Application Packet Requirements**
- I understand that upon acceptance into the MTECH Radiography Technology Program, all items listed in my acceptance letter are required by the due date indicated. If I fail to submit required documents by the due dates given or if I fail to attend the first week of classes, I will be dropped from the program. I may reapply for another class in another application period. I further agree that I have read and understood all of the information on this page.*

*Mountainland Technical College and the Radiography Technology Program reserve the right to make changes to the program and the application criteria at any time based on requirements from the institutional accrediting body (The Council on Occupational Education) and the Program Advisory Committee.

Signature: _____ Date: _____

Please return this form with the completed application packet.