

Bergen Community College  
Department of Health  
Professions



**Radiography Program  
Student Handbook**

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## Welcome Statement

Welcome to the Radiography Program sponsored by Bergen Community College! We are pleased to have you as a part of The Radiologic Technology Education Program. This program is a one of nine disciplines within the Division of Health Professions. Your research and choice of a professional and educational path that is very intense and rewarding. It is the faculties' anticipate that you will find this professional experience exciting and challenging. We wish to welcome each of you to the program and hope for much success in all your educational endeavors!

This radiography program has a diverse number of clinical education centers that afford our students extensive experience with a wide variety of patient conditions, imaging cases and equipment. Presently, we have five clinical education centers that are located in the northern New Jersey Area.

Our energized laboratory on the main campus of the Bergen Community College is state of the art imaging technology that digital imaging, computed radiography and conventional imaging systems. The x-ray laboratory affords opportunity to learn, apply, and perfect skills that are needed for the clinical education aspect of the radiography curriculum. Our lab is equipped with an energized x-ray unit, automatic processor, day light processor, 6-computer stations with related software, and a large number of imaging phantoms.

As an integral part of the orientation process, students receive this Radiography Student Handbook and Clinical Education Manual, in addition to the various forms that are used throughout the entire clinical year.

It is crucial that these documents be placed into a three-ring binder so that you will have and maintain all clinical and program documents and forms for the duration of the two years.

### **College and Radiography Program Officials**

The following are the program officials of the *Radiography Program*

Dr. Eric Friedman, President, Bergen Community College

Dr. Brock Fisher, Vice President of Academic Affairs

Dr. Susan Barnard, Dean of Health Professions.

Dr. Joseph Mamatz, Radiography Program Director and Academic Chair of Health Professions

Prof. Elizabeth M. Romano, Radiography Clinical Education Coordinator

Prof. Maria Cerbone, Radiography Laboratory and Academic Instructor

Prof. Tyrone de Leon, Radiography Laboratory and Academic Instructor

Prof. Julian Cromelin, Radiography Laboratory Instructor

## **Radiography Program Mission Statement**

The Bergen Community College Radiography Program is committed to providing our students with the academic and clinical experiences need for a Radiologic Technologist. A team approach between faculty and students is necessary for success. The profession of medical imaging is an integral step needed for success. The program offers the way to academic and clinical suuess.

### **Program Goals**

Upon completion of the program, our students will be prepared to:

- Communicate professionally
- Students use critical skills for problem solving
- Perform diagnostic imaging examinations competently.
- Seek continued activities for the pursuit of professional development

### **Terminal Objectives**

Upon completion of the didactic, clinical objectives, competency requirements, and general education courses, the graduates must:

- Use professional oral and written medical communication.
- Deliver professional and compassionate care for all patients.
- Students will practice in the legal and ethical framework of the profession
- Demonstrate knowledge of human structure, function, and disease.
- Provide patients with the proper level of care and comfort.
- Apply principles of body mechanics in the movement of our patients.
- Perform basic mathematical functions needed to determine technical exposure factors needed.

- Operate radiographic imaging equipment and accessory devices in a safe manner.
- Position the patient and imaging system to perform radiographic examination and procedures.
- Modify standard procedures to accommodate for patient condition and other variables.
- Use the computer system to create radiographic images (PACS).
- Create images using computed or digital radiography.
- Determine exposure factors to obtain low exposure after obtaining patient measurement.
- Practice radiation protection for the patient, self, and others.
- Recognize emergency patient conditions and assist staff as directed.
- Evaluate radiographic images for appropriate positioning and image quality.
- Evaluate the performance of radiographic systems, know the safe limits of equipment operation, & report malfunctions to the proper authority.
- Demonstrate knowledge and skills relating to Quality Assurance.
- Exercise independent judgment and discretion in the technical performance of medical imaging procedures.

### **Professional and Technical Standards of Professional Practice**

The applicant for admission to the Bergen Community College, Department of Radiography should possess the following skills in order to perform all the procedures that would be required of a diagnostic radiographer.

- Read patient's medical chart and/or Doctor's orders.
- Corrective devices are allowed if needed to meet the minimum requirement standards.
- Communicate in English to the patient in order to converse and instruct the patient to relieve anxiety and gain their cooperation during procedures.
- Hear a patient talk in a normal tone from a distance of 20 feet.

- Observe the patient in order to assess the patient's condition and/or needs from a distance of at least 20 feet.
- Render services and/or assistance to all patients depending on the individual patient's needs and ability in moving, turning, getting on and off the x-ray tables, etc. Be able to push, pull, and lift 40 pounds.
- Be able to stand for periods as long as 2 hours wearing lead aprons and to walk a distance of 2 miles during a normal clinical day.

**Upon completion of instruction, the student must be able to:**

- Move a stretcher and/or wheelchair without injury to self, patient, or others.
- Manipulate mobile imaging units, turning corners, getting unit on and off an elevator, and manipulating the unit inside the patient's room.
- Manually move the x-ray machine and manipulate the tube at standard and nonstandard heights and angles up to 7 feet.
- Draw up sterile contrast media and other solutions without contaminating the syringe and/or needle, etc.
- Select exposure factors by manipulating dials, buttons, and switches.
- Place an image receptor in Bucky trays and spot film devices and properly manipulate all locks.
- Physically be able to administer emergency care including CPR.
- Evaluate radiographic images to make certain that radiographs contain proper identification and are of diagnostic value

### **Radiography Program Chain of Command**

The Radiography Program uses the hierarchal chain to solve issues.

1. Student
2. Instructor
3. Program Director
4. Department Chair
5. Divisional Dean
6. VP of Academic Affairs

### **Care of Patients during Contagious Medical Events by Students Enrolled in Radiologic Technology Programs**

#### **New Jersey Radiologic Technology Board of Examiners**

The Board recommends to all educational programs under its jurisdiction that they not permit students to be involved in the care of patients with suspected or confirmed highly contagious life-threatening diseases and/or viruses, such as Ebola and COVID-19. The Board makes this recommendation because students have not completed their educational programs in radiologic technology (from the Board's website)

Handbook, continues on the next page.



### **Radiography Grievance Policy**

A time span of 24-48 is required. The time span between terms is relatively short.

Step 1	The affected student meets or writes to the course instructor of the issue or problem. Response is 24 hours.
Step 2	If the issue remains unresolved, the student meets with the program director in 48 hours after the instructor's response.
Step 3	If the student is yet dissatisfied, a meeting shall take place with the dean of health professions. A written response is 48 hours.
Step 4	If the student is yet dissatisfied, the student can meet with the Vice President of Academic Affairs. A notification sent. <b>The decision of the Vice President is Final.</b>

### **Professional Organizations**

American Registry of Radiologic Technologists:

1255 Northland Drive,

St. Paul, MN 55120-1155

Email: [www.arrt.org](http://www.arrt.org)

American Society of Radiologic Technologists

15000 Central Ave,

Albuquerque, NM 87123-3917

Phone: 505-298-4500

Email: [www.asrt.org](http://www.asrt.org)

Joint Review Committee on Education in Radiologic Technology

20 N. Wacker Drive, Suite 2850,

Chicago, Illinois, 60606

Phone 312-704-5300

Email: [www.jrcert.org](http://www.jrcert.org)

New Jersey Department of Environmental Protection

Bureau of X-ray Compliance

Trenton, NJ

1-609-984-5890

**RADIOGRAPHY PROGRAM POLICIES,  
REGULATIONS, PROCEDURES AND  
MANDATES**

### **CPR Requirement Policy**

Students must be certified in “CPR-BLS for Health Care Providers” prior to the beginning of the second semester. Validation in the form of a copy of the card is to be provided to the clinical education coordinator and will be maintained as a part of the student’s clinical folder. If students do not have the **certification card, they will be prohibited from attending clinical activities until the certification card is given to the clinical coordinator.**

### **Graduation Requirements Policy**

In order to graduate from this program the student must meet all of the following requirements.

- Complete all didactic and clinical education radiography (RAD) courses with a final grade of 77% or higher.
- Maintain A 2.50 Grade Point average throughout the program
- Complete all liberal arts and sciences courses.
- Complete all required clinical competency evaluations.
- Complete all general patient care simulations.
- Pass the Freshmen Comprehensive Examination (RAD 283) with 77% or higher.
- Pass Radiography Program Exit/Final Examination (RAD 290) with 77% or higher.

## **Compliance with the American Society of Radiologic Technologists: Code of Ethical Practice Policy**

The code is included as part of the student's professional handbook. The program reinforces the content during orientation and throughout each radiography course in this program. The website can be located by logging onto [www.asrt.org](http://www.asrt.org).

### **New Jersey State Licensure Requirements Policy**

- A New Jersey State license is required for employment in the capacity of a Radiologic Technologist.
- Students CAN NOT work as a Radiologic Technologist until legally licensed by the State of New Jersey.
- Research the NJDEP online.
- A copy of the college diploma
- Statement from the program is needed.
- Below is the address of the Bureau of X-ray Compliance.
- The Program Director will give you details of licensure in the summer.

State of New Jersey

Department of Environmental Protection, Bureau of Radiologic Health

Trenton, New Jersey, 08625 (609).984.5890

### **Program Grading**

Grades are assigned as follows-

A	90% to 100%
B+	86% to 89%
B	85.9-80% %
C+	79% to 77%
	Any grade other than a C+ is not acknowledged by the program
D	74% and lower is recognized
F	73% and lower
INC	Incomplete

### **Grading Policy**

Students are expected to maintain a passing average of all tests, quizzes, assignments, and practical combined. All students must achieve a minimal grade of 77% (C+) for all core RAD courses. All additional policies are published in the syllabi.

### **Insurances Policy**

#### **Professional Malpractice Insurance**

Bergen Community College requires all Health Professions students to carry his or her own Professional Liability and Medical Health Insurances. Students are to be in the department during assigned times only.

### Medical Insurance

Proof medical insurance must be given to the Office of Health Services. Proof of Professional Liability insurance must be provided to the Clinical Education Coordinator. Should a student become injured while at the clinical site, the student may seek medical care. Any charge incurred is the responsibility to the student.

### **Maintaining Medical Record and Requirements Policy**

Students must have a physical examination and immunizations, before the start of clinical. There are no exceptions to this policy. Those students who are not in compliance will not be able to participate in clinical education activities. Each day missed as a result will be recorded as an absence. Medical records will be maintained in the Bergen Community College Health Office. It is the student's responsibility to keep their medical requirement and records up to date each semester. A clearance letter must be provided to the program before the start of each semester. A copy is held by the Clinical Coordinator as well.

### **Clinical Education Sites and Locations**

Each clinical site affords Bergen Community College Radiography student an extensive level of Clinical experiences. Hackensack University Medical Center is a trauma center. Saint Barnabas is a trauma and burn center. The other sites indicated are instrumental facilities for the community.

Hackensack University Medical Center/ Meridian, Hackensack, New Jersey

Holy Name Medical Center, Teaneck, New Jersey

New Bridge Medical Center, Paramus, New Jersey

Hudson Medical Center, Secaucus, New Jersey

Saint Barnabas Medical Center, Livingston, New Jersey

### **Privacy Policy, Buckley Amendment**

Bergen Community College's Radiography Program informs students of the Family Educational Rights and Privacy Act of 1974. The program maintains strict confidentiality practices of all clinical and didactic information. Your records are locked in secured areas.

This Act is designated:

X To protect the privacy of education records, to establish the right of students to inspect and review their education records,

X To challenge the contents of their education records,

X To have a hearing if the outcome of the challenge is unsatisfactory, to submit an explanatory statement for enclosure in the record if the outcome of the hearing is unsatisfactory,

X To prevent disclosure, and to secure a copy of the College policy which includes the location of all education records?

X Students also have the right to file complaints about Issues concerning alleged failures by the College to comply with the Act may be sent to the address below:

Family Educational Rights and Privacy Office (FERPA)  
Department of Education, Room 4511, Switzer Building,  
Washington, D.C. 20202, telephone (202) 655-4000,

### **Communicable Disease Policy**

The purpose of this policy is to prevent and manage communicable diseases and infection to prevent its spread to others. Medical examinations and immunization requirements must be met. See the policy related to Covid-19 by the NJRTBOE,



The program must be informed immediately whenever the student discovers a communicable condition. If this occurs at the clinical education center, the student will be dismissed from clinical participation. Students are responsible for seeking medical attention. Students may participate in clinical education when a medical clearance note, from a physician is received.

### **Radiation Safety Practices Policy**

- ❖ Freshmen students will be introduced to radiation safety during orientation. Subsequently, concepts of radiation safety are reinforced in all academic and clinical courses.
- ❖ The Clinical Education Coordinator, *Professor Elizabeth Romano*, serves in the capacity of Radiation Safety Officer for the program.
- ❖ All students are radiation dosimeters to wear; one is for clinical and Laboratory.
- ❖ Dosimeters must be changed on a regular basis and is the responsibility of the student to make the exchange.
- ❖ **FAILURE TO EXCHANGE DOSIMETERS ON A TIMELY BASIS WILL RESULT IN A LATE FEE CHARGE TO BE PAID BY THE STUDENT.**
- ❖ Student's radiation dosimeter reports are available for student review and are maintained by the Radiation Safety Officer indefinitely.
- ❖ Students are expected to shield ALL patients whenever possible so long as it does NOT interfere with the study being performed.

### **Electronic Device and Cellular Phone Usage Policy**

The use of cellular phones/electronic devices in the classroom is distracting to the instructor and other students and therefore prohibited during all class and clinical sessions. The use of cell phones for recording or calculating is prohibited in both the

classroom and clinical education center. Once entering the classroom and or clinical education center, cell phones **MUST** be turned off. Any breach of this policy will be reflected in a deduction of points from the profile assessment rubric in the clinical courses.

### **Jury Duty and Government Related Protocol Policy**

Students who are called for jury duty must take their summons to the Program Director and/or Clinical Coordinator upon receipt of the summons. Delay in bringing the summons to the proper attention may jeopardize the chances of being excused by the court, and will create academic hardships for the student.

### **Permanent Dismissal Policy**

Prior to dismissing a student from the program, the instructors document and notify students. Students are asked to keep track of their grades as well for accuracy. Step one is a verbal warning. Step two is to send notification to the student. Step 3 is monitoring. If steps 1-3 have not worked, the student receives an unsuccessful grades is dismissed.

\*\*\* In three years, students may reapply to the program.

### **The Radiography Program Director reserves the right to recommend to the Dean and VP of Student Services, the dismissal of a student for but not limited to the following:**

- X Acts(s) of insubordination (Webster, 2011 “disobedient to authority”)
- X Failure of two radiography (RAD) course
- X Serious, illegal acts; unethical actions and behaviors that are against the professional code of ethics;

- X Unsafe clinical practices, negligence or incompetence;
- X Health problems that interfere with the student's educational goals;
- X Misuse of the clinical education centers privileges;
- X Consistently failing to follow the program's policies;
- X Unsafe radiation safety practices;
- X Dismissal from more than one clinical education center;

### **Substance and or Alcohol Usage/ Abuse Policy**

Students are not to attend clinical education activities under the influence of alcohol and / or drugs. The provision of client care in a safe and appropriate manner cannot be compromised at any time. The health and safety of students and others in the clinical setting cannot be jeopardized. Bergen Community College has in place, personal counselors to help students who are encountering difficulty with prescribed, un-prescribed medication and alcohol usage. Sessions with these counselors are private and full maintain your privacy as protected by the law.

### **Workplace Safety Practices Policy**

Students are introduced to factors involved in various workplace hazards in RAD 180- Introduction to Radiography. Any Injury from chemicals, water, electrical, or blood borne pathogens is brought to the attention of the compliance office and the department of Health Services for evaluation. The nurse-in-charge will decide if care at one of our local community hospitals is warranted for injuries of any kind.

### **Didactic Grievance Policy**

Students must follow the grievance policy as stipulated in the Bergen Community College catalogue on page 59. Students must manage the situation with the faculty member. This document may be found electronically on the Bergen.edu web site.

### **Course Attendance Policy**

Students are expected to be present for each class and clinical session and arrive on time. Poor attendance and tardiness is unprofessional, unacceptable, and will not be tolerated by the faculty. Poor attendance will affect your ability to be successful with course objectives and the achievement of clinical competence. The classroom and laboratory doors will be locked after the designated start time. Those students already in the room will have no problem exiting the room.

### **Radiography Accreditation**

- ❖ Joint Review Committee on Education in Radiologic Technology, 20 N. Wacker Drive, Suite 2850, Chicago, Illinois.

And the

- ❖ Department of Environmental Protection, Bureau of X-Ray Compliance, the New Jersey Radiologic Technology Board of Examiners. Artic Parkway, Trenton, New Jersey

### **Complaint Resolution Policy**

Bergen Community College is accredited by the Middle States Association of Colleges and Schools. The radiography program sponsored by Bergen Community College is accredited by Joint Review Committee on Education in Radiologic Technology (JRCERT) and New Jersey

(Continued)

Protocol:

- a) Address the issue in writing, with supportive documentation to the program director.
- b) If the issue of non-compliance remains unresolved, the student may report the non-compliance issue to the accreditation agency.

### **Criminal Background Check and Policy**

Importantly, be advised that this is not a BCC policy. CHBCs are required by JCAHO, the accreditation body to which our clinical partner MUST adhere to (these standards of practice) All students are required to complete a criminal background check prior to being accepted to the program. This is required by the clinical education affiliates as is required by their external accreditation agency.

### **Freshmen Final (Comprehensive) Examination Policy**

The Freshmen Final Exam is administered at the end of RAD 283. It consists of items that are derived from the content delivered over the past year. In order to prove didactic competence on exam, students must achieve 77% or higher. This grade will be averaged into the final course grade for RAD 283. Unsuccessful attempts may be repeated and all attempts will be averaged and calculated into the final grade. Students who are unsuccessful on the first attempt are given a second chance.

### **Senior Final (Exit) Examination Policy**

Upon completion of RAD 290, the radiography student will take the Senior Final (Exit) Examination. It consists of items that are derived from the content delivered over the past year. In order to prove didactic competence on exam, students must achieve 80% or higher. This grade will be averaged into the final course grade for RAD 290. Unsuccessful attempts may be repeated and all attempts will be averaged. This examination will account for 10% of the final course grade for RAD 290

### **Academic Dishonesty Policy**

The radiography program has a zero tolerance policy regarding issues related to academic dishonesty. Students will receive a zero grade (F). This will be factored into whatever the weight of the quiz, test, or examination that is published on the course syllabus. Refer to the policy in the BCC Catalog regarding Academic Integrity & Consequences.

Keep your behaviors exemplary and above reproach. Do not respond to anyone who tries to disseminate "quasi unscrupulous material"

No test, quiz, or examination is to be printed or copied in any way, or shape. Students who compromise this policy will receive a zero grade.

### **Videotaping, Audio-taping and Social Networking**

No videotaping or audio taping is permissible in the classroom or laboratory without the written consent of the student and instructor. The exception to this policy is through the written documentation providing an accommodations necessity from the office of special services. As far as social networking- HIPAA and privacy issues may arise from improper use of social networking venues- twister, YouTube and Face book are some but not all the venues. Using *rate my professor.com* is sometimes viewed as harassment if it does not involve Andragogy (adult teaching techniques).

### **Changes to Handbook Policy**

Please be advised that ALL policies and course requirements may be subject to revision on a semester to-semester basis. Students will be notified of ANY revisions at the beginning of the semester in which the change is being implemented. This will take place at the first meeting of the semester.

### **Professional Attire and Appearance**

You are expected to:

- Act in a professional manner while in the classroom, laboratory or clinical site
- Treat each other as professional with respect,
- Wear your tunic jacket to the laboratory classes only
- Maintain personal hygiene

### **Pregnancy Policy Statement**

- The disclosure of pregnancy on the behalf of the student is voluntary.
- It is strongly recommended that female students disclose their pregnancy status to the Program Director and Clinical Education Coordinator.
- They can obtain the necessary monitoring devices to ensure a safe pregnancy during clinical rotation.
- The radiography program complies with the policy of the New Jersey Radiologic Technology Board of Examiners regarding pregnant students in an accredited training program in New Jersey.
- No pregnant student should receive a radiation dose of more than 0.5 REM/ 9 months gestation or 0.05 REM/ month.
- All students shall wear whole body dosimeters when utilizing radiation-producing machines. This practice must be strictly enforced with respect to pregnant students. The relative risk to the embryo/ fetus should be thoroughly explained to students prior to the actual operation of x-ray machines.

- NRC #8.13 “instruction concerning prenatal exposure” and NCRP # 91 protection of the fetus-embryo are used for reference.
- The NJRTBE recommends that adequate controls and monitoring be instituted to assure that the dose complies with the ALARA principle.
- The radiation safety officer review will the student’s radiation exposure reports to assure compliance with the indicated dose limits.

### **Classroom Etiquette Policy**

Due to the nature of the course of study, it is essential to maintain a professional climate at all times while in class. This includes

- the use of cell phones,
- talking relentlessly,
- passing notes,
- disturbing faculty and other students,
- frequently leaving the classroom,
- failure to follow instruction and directions

Since these behaviors affect the education and learning climate of others, students who are disruptive will be asked to leave.



### **Course Auditing Policy**

Students must be made aware that space in clinical education centers is based on mandatory accreditation ratios. Clinical sites will not be overloaded with students for it will affect equitability and the student's ability to acquire experience. *Any potential course audit must be advised, pre-approved and signed by the Program Director or the Clinical Education Coordinator. Auditing clinical is contingent upon space availability.*

Students who intend to audit an academic and clinical course must:

- make sure the course is reflected on your schedule as an “audit”
- **complete all requirements as in indicated on the course syllabus**
- Attend the regularly and do the required assignments. The assignments augment the course topics.
- Read emails (private, Moodle, and BCC) daily to check for announcements by reading the aforesaid at least twice per day.
- Regular communication is crucial to be successful with the program.

### **Program Time Obligations Policy**

The radiography program is a full time course of study. Clinical and academic courses run from 8-4 pm, Monday-Friday, for two years (24 months). Each year, students are afforded

9 weeks vacations:

- One month (December/Jan)
- Spring break (March)

- One week between spring and summer terms
- 3 weeks in August

Some radiography laboratory sections run until 6 pm. It is the student's option to register for evening or weekend courses. The amount of time is not to exceed 40 hours/ week.

### **Lateness Policy**

There is a deduction of 10 points off the test, practicum, examination etc. Students are expected to allot for travel, traffic, mechanical problems and parking.

### **Student Responsibility Policy**

Students enrolled in a college program are responsible to keep track of the grades earned. Students are afforded opportunity to review the assessment as long as the process remains educational and non-argumentative. Students must keep on them at all times the course syllabus which gives grading weight values so that the student can tabulate their grade and process throughout the courses.

### **Withdrawal, Academic Forgiveness and Academic Appeal Policy**

Academic Forgiveness and Academic Appeal are two policies that must be completed with the collaboration of an academic/ personal counselor and the Office of Enrollment Services. Students must be apprised of the college calendar and official withdrawal dates. Students who seek Forgiveness or a Grade Appeal for a radiography course may NOT re-enter the program.

Students who choose to withdraw from the program may do so by the *stipulated college deadline* only. However, should the student choose to do so, he/ she must reapply for admissions if the student would like to return. Re-application is due by *no later than February 1* of the current year. The applicant will have to *complete the criminal history background check and the Radiography Admissions Examination again with no guarantee of readmission.*

If re-admitted in to program, the student will have to retest all technical skills in the laboratory in the presence of the laboratory instructor. The technical skills must be passed before the student may be permitted to attend clinical education courses. The rationale is to assure the maintenance of knowledge, competency and safety.

**Pregnancy Declaration Form 0516**

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Date of the Completion of this form is \_\_\_\_\_

I have read the policy statements indicated. Before completing this form, I have contemplated and discussed the options posed. I have met with the Program's appointed Radiation Safety Officer and have chosen the following option (sign your name next to your option:

- To withdraw immediately from the program AND return after conclusion of the pregnancy
- to continue with didactic courses and discontinue clinical education until conclusion of the pregnancy.
- to request a leave of absence and return in the next appropriate semester in the curriculum
- remain in the clinical and didactic portions of the program during the pregnancy until conclusion of the pregnancy.

I understand that I have the right to withdraw this declaration form at any anytime.  
Please initial \_\_\_\_\_.

By signing this form, the student is only acknowledging the information.

Policies and Regulations Compliance Form 0827

Print Last Name: \_\_\_\_\_

Print First Name: \_\_\_\_\_

Date: \_\_\_\_\_

I read the handbook and agree to:

\_\_\_\_\_ comply the all program policies, accreditation benchmarks and state requirements, as is stipulated in this manual.

\_\_\_\_\_ I understand that my failure to comply with the published policies is considered insubordinate.

\_\_\_\_\_ Insubordination can/will lead to permanent dismissal from the program, with NO chance for readmission to the program.

\_\_\_\_\_ Failure of 2 radiography courses will lead to permanent dismissal with No chance for readmission

My signature below validates that I have read and agree to comply with the policies and regulations in this handbook. My signature below does not indicate agreement or disagreement with said policies.

\_\_\_\_\_ DATE:  
\_\_\_\_\_

**STUDENT NOTES**