

READING HOSPITAL SCHOOL OF HEALTH SCIENCES

POLICY NO. 300

SUBJECT: Selective Admissions

Responsibility of: Enrollment Director

Revised: December, 2016

Reviewed: December, 2016

SCOPE:

Applicants seeking admission into a program of study at Reading Hospital School of Health Sciences (RHSHS).

PURPOSE:

The student body at RHSHS is carefully selected to include individuals capable of meeting the rigorous educational requirements for preparation as healthcare professionals.

POLICY:

Applicants seeking admission to the RHSHS are required to submit an application, fees, and follow the admission procedure as outlined below.

DEFINITIONS:

Applicant- a person applying to a program of study but not enrolled until the official start date.

PROCEDURE:

Admission is competitive with specific academic standards for each Program of study. Selection of students will be based on personal composition, academic ability, references, interview performance, aptitude tests, writing samples, and previous healthcare experience according to Program-specific requirements. The School reserves the right to deny admission or readmission to any applicant if, in the opinion of the School, his/her admission is not in the best interest of the student or the School.

The School considers preferred admission for applicants who are: employees of Reading Health System; or dependents and immediate family members of employees of Reading Health System or its affiliates and subsidiaries.

RHSHS operates without distinction to age, race, color, religion, gender, disability, sexual orientation, national origin, or economic means.

A. General Admissions Requirements

1. Overview of Criteria

- Applicants must be citizens of the United States or provide documentation of permanent residency or working status.
- All applicants must have a high school diploma or state-authorized examination (e.g., General Educational Development Certificate (GED) High School Equivalency Test (HiSET) and the Test Assessing Secondary Completion (TASC).

Home-schooled students must have a diploma from an accredited home school association, or have met requirements for the GED or other state-authorized examination. The School does not admit applicants based upon the ability-to-benefit testing process.

- Applicants may be required to take post-secondary coursework to meet the academic requirements of the individual programs.
- Cumulative grade point average (GPA) of 2.5 or greater in high school or post-secondary coursework is required for all applicants and candidates for matriculation. The most recent post-secondary GPA will be used in the admission decision.
- At the discretion of the individual Program, applicants may be required to submit scores from the Scholastic Aptitude Test (SAT) administered by the College Entrance Examination Board or the American College Testing Assessment Program (ACT) administered by the American College Testing Program. This requirement may be waived for applicants with earned college degrees.
- Potential students must submit two reference forms from teachers, guidance counselors, employers, supervisors, or others. Healthcare professionals must submit one reference from the current or most recent healthcare employer.

2. Technical Standards for All Applicants

Successful completion of a School of Health Sciences Program necessitates mental and physical health essential to meet the objectives of the curriculum, as well as other skills necessary for success in the classroom and clinical components of the Program. Based on these criteria, applicants must:

- Be able to read, write, and speak the English language, and communicate in an understandable manner.
- Possess the emotional health necessary to fulfill the educational requirements of the Program.
- Demonstrate a history of personal integrity, compassion, motivation, and the ability to function in stressful situations.
- Be able to walk, stand, move, and sit for long periods of time.
- Possess auditory, visual, and tactile abilities sufficient to assess and monitor health needs and provide safe care.
- Possess interpersonal abilities sufficient to interact with individuals with various backgrounds.

In Programs requiring physical skill and dexterity:

- Be able to lift and move patients and equipment.
- Have fine motor movement to complete tasks in a safe and effective manner.

The School makes every effort to accommodate students and applicants with disabilities. Any applicant with a documented disability can request special accommodations by notifying the Admissions Office in writing at the time of application.

3. Pre- Admission Information

All materials that are submitted to the Admissions Office become the property of the School of Health Sciences and cannot be returned or forwarded unless the applicant makes a formal request in writing to the School.

Any misrepresentation or omission of facts or essential documents during the application process and/or after acceptance into the Program will result in a delay, denial, or revocation of admission.

As deemed appropriate, the Admissions Committee reserves the right to waive admission requirements after reviewing an applicant's completed record.

All applications must be completed by the deadline described under the Program-specific requirements. A completed application file must contain:

- A completed application and an application fee.
- Proof of permanent residency or working status, if applicable.
- An official high school transcript or GED.
- All official post-secondary transcripts, if applicable.
- A copy of Practical Nursing license, if applicable.
- A copy of EMT certification, if applicable
- Essay, if applicable
- Aptitude test scores, as required.
- Two references, as required.

B. Additional Requirements for Foreign-Educated Students

The School is not approved to issue or accept student visas. Applicants must show proof of permanent residency or working status.

Test of English as a Foreign Language (TOEFL), administered by the Educational Testing Service (ETS), Princeton, New Jersey, may be required for applicants educated outside the United States or whose preferred language is not English, including those transferring from English-speaking colleges and universities. The School may require the following documentation to determine eligibility for admission.

- Satisfactory score on TOEFL. Testing must have occurred within two years of the application submission.
- An evaluation of foreign transcripts by the World Education Service (WES) or other approved agency is required.
- Certificate of Preliminary Education (CPE) from the Department of Education.
- General Education Development (GED).
- General Report from the Commission on Graduate Foreign Nursing Schools (CGFNS).
- Evidence of completion of required high school or post-secondary coursework.
- Paper-based score of 560 or internet-based score of 83.

C. Pre-Admission Testing

At the discretion of the individual Program, pre-admission testing may be required to assess an individual's skills in Reading, Mathematics, Science, and English and Language Usage.

The School administers the Test of Essential Academic Skills (TEAS) by Assessment Technologies, Inc. The applicant's individual scores may be used as part of the admission criteria to assess the student's academic foundation. The student's individual score will be compared with Assessment Technologies Institute's normative data, as well as statistical data gathered from previous student cohorts accepted into Reading Hospital School of Health Sciences academic Programs. Each academic Program will determine Program-specific benchmarks on an annual basis.

Those individuals selected for pre-admission testing will be contacted by Admissions. There is a fee for pre-admission testing. Re-tests may be granted to applicants. Test scores are valid for two years, with the highest score used in the admission decision process.

D. Additional Program-Specific Requirements

In addition to the general admissions procedures, all applicants must fulfill the Program specific requirements described below.

Clinical Pastoral Education

The Clinical Pastoral Education Program admits qualified students to its Programs on a rolling basis. Please refer to the CPE Program Policy No.58 for complete details regarding program-specific admission requirements.

Emergency Medical Services

Emergency Medical Services includes the following programs: EMT, AEMT, Paramedic Education, and Pre-Hospital RN. Each program has a set of specific requirements which are listed below. All students are expected to submit pre-admission documentation and complete all post – acceptance requirements by established deadlines.

Emergency Medical Technician

The school offers an Emergency Medical Technician Program in the fall, spring and summer semesters. Students must be 16 years of age or older to advance their education to the EMT certification step. **The deadline for admission/pre-admission testing is 6 weeks prior to the start of any EMT class (on site or off site).**

The following documentation is required to determine eligibility for admission:

- 16 years of age to advance to the certification step.
- EMS Registration form and fee.

- Satisfactory score on the pre-admission test measuring reading comprehension, vocabulary, and basic math skills. Applicants will be allowed two attempts per course to achieve a satisfactory score on the pre-admission test.

The following documentation is required after the applicant is offered a seat in the class:

- \$100 Non-refundable Confirmation of Enrollment fee and form
- Current Criminal Record Check and FBI Fingerprint.
- Current PA Child Abuse History Clearance Check.
- Documentation of health insurance, including hospitalization benefits.
- Healthcare provider Proof of influenza immunization
- FEMA Pre-Field & Clinical Online Courses
- Assumption of Risk Agreement form
- Full tuition payment due 1 week prior to the start of class (payment plans do not apply to EMT programming).
- Sponsor Payment Remittance Form to be signed and dated by a student's sponsoring organization, if applicable. Full tuition payment due 1 week prior to the start of class (payment plans do not apply to EMT programming)
- Other information as requested.

Advanced Emergency Medical Technician

The School offers an Advanced Emergency Medical Technician Program every January. The program runs early January through mid-July with students completing the national examination. **The deadline for completed applications is December 1 for January enrollment.** Preference will be given to Reading Hospital School of Health Science EMT graduates.

AEMT Information Sessions

Attendance at an Information Session is optional. However, we strongly recommend that prospective students attend a session to learn more about the rigors of program and admission requirements.

Pre-Admission Requirements:

- Completed application and fee.
- Current EMT certification in the Commonwealth of Pennsylvania.
- Valid two-year BLS for Healthcare Provider CPR certification.
- Satisfactory scores on the pre-admission test.
 - The pre-admission test is designed to assess the readiness for advanced EMT learning.
 - At the time of testing, applicants will be required to pay a testing fee with a credit card. The cost ranges from \$24 -\$30. Cash, money orders, or checks will not be accepted.
 - The test will be administered in our computer lab in the summer and early fall.
 - Dates will be provided by the admissions office.

Qualified applicants will have their completed file reviewed by the EMS faculty. All decisions regarding admission will be communicated to the applicant in writing.

Post-Acceptance Requirements:

The following documentation is required after the applicant is offered a seat in the class:

- \$100 Non-refundable Confirmation of Enrollment fee and form
- Current Criminal Record Check and FBI Fingerprint.
- Current PA Child Abuse History Clearance Check.
- Valid two-year BLS for Healthcare Provider CPR certification.
- Documentation of health insurance, including hospitalization benefits.
- Healthcare provider confirmation of required health screenings, tests, and immunizations.
- Full tuition payment due 1 week prior to the start of class (payment plans do not apply to AEMT programming).
- Sponsor Payment Remittance Form to be signed and dated by a student's sponsoring organization, if applicable. Full tuition payment due 1 week prior to the start of class (payment plans do not apply to AEMT programming)
- Other information as requested.

Paramedic Education

The Paramedic Education Program admits new classes every August. **The deadline for completed applications is May 1 for August enrollment.**

Enrollment is limited to certified Emergency Medical Technicians and Advanced Emergency Medical Technicians with at least one year of experience in emergency care. Admission to the Program will be based on the following:

- Current EMT or AEMT certification in the Commonwealth of Pennsylvania.
- Valid two-year BLS for Healthcare Provider CPR certification.
- One-year experience as an EMT or AEMT.
- Submission of high school transcript or equivalent.
- Satisfactory scores on the pre- admission examination.
- Recommendations: "recommend with confidence" rating.

The following documentation is required after the applicant is offered a seat in the class:

- \$300 Non-refundable Confirmation of Enrollment fee and form
- Current Criminal Record Check and FBI Fingerprint.
- Current PA Child Abuse History Clearance Check
- Documentation of health insurance, including hospitalization benefits.
- Healthcare provider confirmation of required health screenings, tests, and immunizations.
- Other information as requested.

Pre-Hospital RN

The Pre-Hospital RN program starts every August. **The deadline for completed applications is May 1 for August enrollment.**

Enrollment is limited to license Registered Nurses. Admission to the Program will be based on the following:

- Current Pennsylvania RN license
- Valid two-year BLS for Healthcare Provider CPR certification.

The following documentation is required after the applicant is offered a seat in the class:

- \$100 Non-refundable Confirmation of Enrollment fee and form
- Completion of a Pre-Test, an assessment to identify strengths and weaknesses three weeks prior to the start of class.
- Current Criminal Record Check and FBI Fingerprint.
- Current PA Child Abuse History Clearance Check.
- Documentation of health insurance, including hospitalization benefits.
- Healthcare provider confirmation of required health screenings, tests, and immunizations.
- Other information as requested.

Nursing

The Nursing Program admits new classes every August. **The deadline for completed applications is February 1 for August enrollment.** Materials received after the deadline may be processed for a waitlist process or the next admission cycle.

Minimum Requirements for Admission Consideration

All applicants must have a high school diploma or GED. Home-schooled students must have a diploma from an accredited home school association, or have met requirements for the GED. GED applicants may be required to take additional post-secondary work to meet the academic requirements of the individual programs.

Cumulative grade point average (GPA) of 2.5 or greater in high school or post-secondary coursework is required for all applicants and candidates for matriculation. The most recent post-secondary GPA will be used in the admission decision.

An earned grade of “C” or better in the subjects/units listed below will be required of all applicants:

- English: 4 units
- Social Studies: 3 units
- Mathematics: 3 units, including Algebra I
- Science: 3 units, including Chemistry/Lab

Post-Secondary Level Coursework

Applicants may be required to validate minimum requirements through post-secondary level coursework.

Applicants must meet all minimum requirements and submit all official transcripts, including post-secondary transcripts, prior to August enrollment.

When transferring in courses, please be aware that entry into 2nd or 3rd year nursing courses cannot be guaranteed. Applicants are encouraged to seek guidance from Admissions before registering and completing courses at another institution.

Pre-Admission Testing

All qualified applicants must complete a pre-admission examination. Pre-admission testing will begin in the fall and conclude when the cohorts are filled. Nursing applicants will be permitted to re-test one time only.

Essay

An essay is highly recommended in a competitive admission process. Applicants are strongly encouraged to submit a one-page essay to support admission to the nursing program.

The essay must include:

- One page
- The reasons why you want to become a nurse
- Characteristics that you possess that would contribute to success in the program

Class Selection Criteria: Applicant Point System

The Admissions Committee operates in accordance with a selective admission process, which means the best-qualified applicants receive consideration for preferred admission. After December 1, all qualified applicants will be considered for admission based upon the Applicant Point System results.

Admission to the Nursing Program is highly competitive. Applicants need to be aware that meeting the minimum requirements does not assure admission to the Nursing Program. The Admissions Committee utilizes a point system to rank candidates. Applicants will be ranked by total points accumulated based upon the following criteria: personal composition, essay, recommendations, past and current progress in high school and post-secondary level coursework, GPA, and standardized test scores. Refer to addendum Nursing Program Applicant Point System.

Acceptance is contingent upon submitting post-acceptance documents and fees in accordance with established deadlines. Please refer to Post-Acceptance Requirements.

Medical Imaging

The Medical Imaging Program admits classes in January. **The application deadline for January enrollment is April 15 or when qualified student capacity has been reached.**

Admission into the Medical Imaging Program is highly competitive. For this reason, the Admissions Committee operates in accordance with a selective admission process, which means the best-qualified applicants each year receive consideration for admission.

- The Admissions Committee strongly suggests that applicants complete their file well in advance of the April 15 application deadline.
- Formal admission interviews are also required.
 - Both pre-admission testing and admission interviews may begin as early as February for academically qualified candidates.
- A numerical evaluation system is used during the admissions process to objectively determine the suitability of each candidate. Final selection is the responsibility of the Program's Admissions Committee
- Typically, candidates will be notified of acceptance by **August 15** for spring enrollment. Final acceptance into the Medical Imaging program requires that accepted students complete the post acceptance requirements according to the established deadlines.
- The Medical Imaging Program does not offer deferment of admission. Applicants who experience a change in personal circumstances which warrants a delay in admission date are encouraged to re-apply.

Minimum Admission Requirements:

To be considered for admission, all applicants must have a minimum GPA of 2.8 or higher and must include the following:

- A high school diploma or state-authorized examination (e.g., General Educational Development Certificate (GED) High School Equivalency Test (HiSET) and the Test Assessing Secondary Completion (TASC). Home-schooled students must have a diploma from an accredited home school association, or have met requirements for the GED or other state-authorized examination.
- An earned grade of "C" or better in the subjects and units listed below:
 - English: 4 units
 - Social Studies: 3 units
 - Mathematics: 3 units, including Algebra I
 - Science: 3 units, including Physics or Chemistry/Lab (Physics is preferred)
- Documentation of a high school or collegiate cumulative GPA of 2.8 or higher. The most recent GPA will be used in the admission decision.
- Successful completion of an interview, which is granted by the Program to the best qualified candidates.
- SAT: 500 in each section; ACT composite of 19, Essay score of 7 or higher.
 - Exceptions to the SAT/ACT requirement will be considered on an individual basis.
- TOEFL* paper-based score of 560 or internet-based score of 83 (*if applicable).
- Two recommendations using the official School of Health Sciences reference form.

- **Please note: Applicants will need to use the official School of Health Sciences reference forms. The reference forms for the MI Program should be completed by a current or past employer, a supervisor, a teacher/instructor, a counselor and/or clergy.**

Applicants may be required to validate minimum admission requirements through college-level coursework.

Decisions regarding acceptable reference form materials, college coursework, challenge examination results, and aptitude test scores will be at the discretion of the admissions committee.

In addition to the minimum requirements for Medical Imaging admissions, candidates who demonstrate “above average” educational potential will be considered for preferred admission based on the following criteria:

- Documentation of a high school or collegiate cumulative GPA of 3.0 or higher. The most recent GPA will be used in the admission decision.
- An earned “B” or better in college level coursework in Mathematics, Biology, English or Communications.
- Recommendations: “recommend with confidence” rating.
- Exemplary demonstration of communication and interpersonal skills during the formal admission interview. The Admission Committee offers formal interviews to the strongest candidates in the active applicant pool.

Final selection is the responsibility of the Medical Imaging Program Admissions Committee.

Acceptance is contingent upon submitting post-acceptance documents and fees in accordance with established deadlines. Please refer to Post-Acceptance Requirements.

Surgical Technology

The Surgical Technology Program admits classes in **August. The deadline for completed applications is February 1 for August enrollment.** Admission to the Surgical Technology Program is highly competitive. The Admissions Committee operates in accordance with a selective admission process, which means the best-qualified applicants each year receive consideration for preferred admission.

Cumulative grade point average (GPA) of 2.5 or greater in high school or post-secondary coursework is required for all applicants and candidates for matriculation. The most recent post-secondary GPA will be used in the admission decision.

All applicants will need to have a standard high school diploma with a minimum of 16 units that must include the following:

An earned grade of “C” or better in the subjects listed below

- English: 4 units
- Social Studies: 3 units
- Mathematics: 3 units, including Algebra I

- Science: 3 units, including Biology

Applicants may be required to validate minimum requirements through college-level coursework.

Candidates who demonstrate “above average” educational potential will be considered for preferred admission based on the following criteria:

- Preferred high school or the most recent post-secondary GPA: 3.0 or higher.
- All required math and science course grades: 80% or higher.
- Successful completion of college courses including Mathematics, Biology, and English or Communications.
- Test score minimum: SAT: 500 in each section; ACT composite of 19, Essay score of 7 or higher; TOEFL paper-based score of 560 or internet-based score of 83.
- Recommendations: “recommend with confidence” rating.
- Successful completion of an interview.

Acceptance is contingent upon submitting post-acceptance documents and fees in accordance with established deadlines. Please refer to Post-Acceptance Requirements.

Decision Letters

Decisions regarding admission will be communicated in writing to applicants by the Admissions Office. If accepted, an applicant will receive an accepted student packet that will include specific details regarding post-acceptance requirements, deadlines, and forms.

Post- Acceptance Requirements

Acceptance is contingent upon submitting these post-acceptance documents and fees in accordance with established deadlines. The following enrollment fee is considered non-refundable and is due two weeks from the date of acceptance letter:

\$300 Confirmation of Enrollment Fee	\$100 Confirmation of Enrollment Fee
Clinical Pastoral Education	Emergency Medical Technician
Medical Imaging	Advanced Emergency Medical Technician
Nursing	Pre-Hospital Registered Nurse
Paramedic Education	
Surgical Technology	

- Receipt of all official transcripts reflecting required GPA for program admission.
- Maintaining the applicant’s high school or post-secondary GPA at or above 2.5 for the remainder of the current educational experience. A minimum GPA of 2.5 is required of all candidates for matriculation.
 - Please note: Medical Imaging Program requires a minimum GPA of 2.8 for matriculation.
- Completed and approved Criminal Record Check and FBI Fingerprint.
- Completed and approved Pennsylvania Child Abuse History Clearance.
- Valid two-year BLS for Healthcare Provider CPR certification.
- Documentation of health insurance, including hospitalization benefits.

- Healthcare provider confirmation of required health screenings, tests, and immunizations.
- Copy of photo identification, as requested (i.e., valid driver's license, school or employer identification, permanent residency card)
- Necessary paperwork used to verify official name or name changes.
- Other program-specific information as requested by admissions.

Admitted students who fail to meet all these requirements by specified deadlines may have their admission offer revoked.

DEFERMENT

At the discretion of the individual Program, applicants may be granted a one-year deferment on their application and fee. Deferment is granted one time only.

At the discretion of the individual Program, candidates extended offers of acceptance may be granted a one-year deferment on their original admission date. Deferment is granted one time only.

- **Please note: The Medical Imaging Program does not offer deferment of admission. Applicants who experience a change in personal circumstances which warrants a delay in admission date are encouraged to reapply.**

WAIT-LIST

At the discretion of the individual Program, qualified applicants may be wait-listed when the Program's clinical and facility capacities have reached maximum levels. Wait-listed applicants will be notified if space becomes available. When offered admission, these applicants must meet the post-acceptance requirements outlined above.

CANCELLATION

Applicants whose files are cancelled by either their own efforts or the efforts of the Admissions Committee can reapply to a program at a later date.

Addendum: Nursing Program Applicant Point System

Nursing Program Applicant Point System			Applicant Overall Score (Out of 50)
STUDENT ID NUMBER: _____			
Points Achieved	Points Possible	Personal Composition (13 points)	Section Total
	1	Current RHS employee or immediate family member	
	2	Nursing Essay	
	2	Current licensed healthcare provider (LPN)	
	1	Shadow Experience, SHSHS Discover participant, Medical Health Professionals Participant	
	1	Volunteerism	
	1 (max 2)	Recommend with confidence	
	4	Current High School Senior	
Points Achieved	Points Possible	High School Data (14 points)	Section Total
	4	Cumulative GPA of 3.2 or higher	
	2	Cumulative GPA of 2.8-3.1	
	1 (max 5)	Algebra II, Trigonometry, Calculus, Chemistry II, Physics, Anatomy and Physiology, Medical Terminology, Latin, Psychology, Sociology, Health Occupations	Cum. GPA
	1 (max 5)	AP or Honors courses	
Points Achieved	Points Possible	Post- Secondary Data (14 points)	Section Total
	4	Current or most recent cumulative GPA of 3.2 or higher	
	2	Current or most recent cumulative GPA of 2.8-3.1	
	1 (max 3)	Math, Algebra I, Algebra II, or higher	Cum. GPA
	1 (max 2)	Chemistry or Physics	
	1 (max 5)	Medical Terminology, Latin, Social or Behavioral Sciences, Biology, Statistics, Medical Ethics	
	-1	For each D or F in the past two semesters	
Points Achieved	Points Possible	Standardized Testing (9 points)	Section Total
	4	TEAS score of 76% or higher	
	2	TEAS score of 70-75.9%	
	2	SAT Reading/Writing of 650 or higher	
	2	SAT Math of 650 or higher	
	1	SAT Reading/Writing of 500 or higher	
	1	SAT Math of 500 or higher	
	1	ACT composite score of 20 or higher	

Addendum: Medical Imaging Program Applicant Point System

Medical Imaging Program Applicant Point System			Applicant Overall Score/97	Total Weighted Score
Student ID Number:				
Points Achieved	Points Possible	Application Completion (5%)	Section Total	Weighted Score (Section Total / 5 x 100 x .05)
	5	Neatly typed/handwritten; monochromatic; consistent margins/indents; free of grammatical, typographical and spelling errors; free of stains, wrinkles and extraneous folds		
	4	Neatly typed/handwritten; consistent margins/indents; < 1-2 minor grammatical, spelling or typographical errors neatly corrected using correction fluid; free of stains, wrinkles and extraneous folds		
	3	Typed/handwritten with slightly varying margins; <3 minor grammatical, spelling or typographical errors left uncorrected; free of stains, wrinkles and extraneous folds		
	2	Typed/handwritten; multi-chromatic, multiple penmanship styles; moderately varying margins/indents; >3 grammatical, spelling or typographical errors left uncorrected OR overuse of correction fluid		
	1	Sloppily typed/handwritten; multiple penmanship styles; multi-chromatic; widely varying margins/indents; >3 grammatical, spelling or typographical errors left uncorrected or overuse of correction fluid; stained, wrinkled, carelessly folded		
Points Achieved	Points Possible	Academics (39%)	Section Total	Weighted Score (Section Total / 36 x 100 x .39)
	5-1	Most Recent GPA (H.S. or Post-Secondary) 5 = 3.8-4.0 4 = 3.4-3.7 3 = 3.2-3.3 2 = 3.0-3.1 1 = 2.8-2.9		
	+1 per class (5 max)	H.S. Honors Courses (min. C)		
	+1 per class (5 max)	H.S. Courses in Related Curriculum (min C)		
	4	Traditional Student Point Adjustment		
	2	Physics Preferred Physical Science (min C)		
	5-2	<u>SAT Scores</u> 5 = 1500-1600 4 = 1300-1490 3 = 1100-1290 2 = 1000-1090 OR ACT 5 = >28 4 = 25-27 3 = 22-24 2 = 19-21		
	5-2	Post- Secondary Education 5 = Master's Degree 4 = Bachelor of Science 3 = Associate of Science 2 = BA or AA		
	+1 per class (5 max)	Additional College Courses in Related Curriculum (min C) * Points awarded for courses above and beyond those that are transfer courses included in the programs Medical Imaging curriculum or required courses for acceptance into the program (Examples receiving points: Medical Terminology, Introduction to Allied Health, etc...)		
Points Achieved	Points Possible	References (5%)	Section Total	Weighted Score (Section Total/6 x 100 x .05)
	Ref 1: 3-0	Two qualifying references on school forms 3 = Confidently 2 = Recommend 1 = Hesitantly		
	Ref 2: 3-0			
Points Achieved	Points Possible	Commitment/Teamwork (10%)	Section Total	Weighted Score (Section Total/12 x 100 x .10)
	3-0	Follow through with Admissions 3 = exceptional 2 = good 1 = satisfactory 0 = poor		
	3	Previous Applicant		
	2	Volunteerism		

	2	Involvement in activities/sports		
	2	Medical Health Professions Participant (MI Shadowing, HOSA, Medical Explorers, other Medical Imaging Program applicant, &/or previous work in healthcare field)		
Points Achieved	Points Possible	RHS Employability (6 %)	Section Total	Weighted Score (Section Total/8 x 100 x .06)
	3	Reading Health System employee/immediate family member of employee		
	5-1	Service Excellence Essay 5= strong 3-4 = adequate 1-2 = weak		
Points Achieved	Interviewer	Interview (35%) 5= Excellent, 4= Above Avg, 3= Avg, 2= Below Avg, 1= Poor	Section Total	Weighted Score (Section Total/30 x 100 x .35)
	Faculty 1	Appearance		
		Interaction		
		Affect		
		Communication		
		10 = Best candidate, 1 = worst candidate		
		General Impression		
		5= Excellent, 4= Above Avg, 3= Avg, 2= Below Avg, 1= Poor		
	Faculty 2	Appearance		
		Interaction		
		Affect		
		Communication		
		10 = Best candidate, 1 = worst candidate		
		General Impression		
		5= Excellent, 4= Above Avg, 3= Avg, 2= Below Avg, 1= Poor		
	Faculty 3	Appearance		
		Interaction		
		Affect		
		Communication		
		10 = Best candidate, 1 = worst candidate		
		General Impression		
		5= Excellent, 4= Above Avg, 3= Avg, 2= Below Avg, 1= Poor		
	Faculty 4	Appearance		
		Interaction		
		Affect		
		Communication		
		10 = Best candidate, 1 = worst candidate		
		General Impression		

EDUCATION AND TRAINING:

NA

REFERENCES:

School of Health Sciences Application, Reference form and EMS Registration form

COMMITTEE AND COUNCIL APPROVALS:

300.15

Nursing Program Admissions Recruitment Committee, (November 2016)
Medical Imaging Program Admissions Committee, (November 2016)
SHS Directors, (December 2016)

CANCELLATION:

Reading Health System policies directly related to this topic shall supersede this RSHS policy. This policy supersedes all previous policies, memoranda, and/or other communications pertaining to this policy.