

Bon Secours Health System, Inc.

Richmond Region
St. Mary's Hospital
Policy/Procedure

Policy Manual: School of Medical Imaging
Section: Student/ General

Title: Radiography Transfer Students

Policy No: 30

Rev.: 8/2011

Areas Affected: Students

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Radiography Transfer Students:

Courses from an accredited Radiography program will be accepted as transfer credits on a case by case basis. Transfer must occur within one year of leaving a Radiography program. Students must leave a Radiography program in good standing.

Requirements listed below:

- Letter of reference form Program Director
- Letter of reference from Clinical Instructor/faculty member
- Official transcript
- Verification of clinical competencies completed
- Course descriptions
- Meet all admissions criteria

Year-round Pell awards for mid-year transfer students

Students who have already received Pell at another school in the same current award year may be determined using either the (a) assumption method or (b) hours earned method.

Assumption Method

The school may assume the student completed the first academic year if the student received the entire first scheduled award at the prior school. If the student received less than the first scheduled award, calculate hours considered to have been completed at the prior school using the following formula:

$$\frac{\text{Pell disbursed at previous school} \times \text{Hours in current school's academic year}}{\text{Amount of Scheduled Award at prior school}} = \text{Hours considered completed}$$

Hours Earned Method

The school may determine the credits actually earned at the prior school(s) during the award year using transcript(s) from prior school(s). The school may not include Credits based on Advanced Placement (AP) programs, International Baccalaureate (IB) programs, testing out, life experience or other similarly determined credits.

Credits not earned by attendance in the award year.

RESPONSIBLE PERSONS: Program Faculty and Administration**Approved by:**

Jody D. Crane, M.A.Ed., RT(R) (BD)

Program Director

August 31, 2011

Signature_____
Title_____
Date**Approval History:**

Committees and Dates:

Faculty and administrative review in: 7/2009, 8/2010, 8/2011

DOCUMENTATION: None**REFERENCES:** None