

## RTE APPLICANT CHECK-OFF LIST

### **Prior to submitting the application, student must have:**

- Completed application to become a CCD Student: Date of completion: \_\_\_\_\_
- Official, sealed transcripts from all transfer credit institutions sent to the CCD Admissions Office for evaluation: Date: \_\_\_\_\_
- Updated contact information, including email address

### **All items must be complete and submitted with your application. Incomplete applications will NOT be considered.**

- Step 1 - Resume
- Step 2 – Cover Letter and Radiologic Technology Application
- Step 3 – Unofficial transcripts from all transfer credit institutions
- Step 4 – Up-to-date, unofficial transcripts from CCD
- Step 5 – Documentation of courses currently in progress and due to be completed by December of current year.
- Step 6 – 12 hours (minimum) of documented job shadowing experience
- Step 7 – Contact information for two structured references
- Step 8 – Answers to two essay questions. Must be typed, single-spaced, in 12 point Roman font, and a maximum of half a page/answering length.
  - A. What qualities, skills, and characteristics do you possess that would contribute to and ensure your success within the field of medical imaging as a radiologic technologist?
  - B. One of CCD's institutional outcomes is the development and production of graduates who are personally responsible. How would you interpret this outcome from the perspective of a prospective student in the Radiologic Technology program?