

"Imagine Possibilities"



El Centro College

Magnetic Resonance Imaging

The Magnetic Resonance Imaging ("MRI") program is a two-year, 71-credit-hour curriculum leading to the Associate Degree in Applied Sciences. The MRI technologist performs examinations using magnetism and radio frequency to visualize internal organs such as the heart, abdominal organs, and brain. It may also be used to visualize bony structures such as the spine, skull, and extremities. Graduates from this program will be eligible to take the MRI Registry examination administered by the American Registry of Radiologic Technologists (ARRT) for the Registered Magnetic Resonance Technologist, RT (MR)(ARRT) credential.

Acceptance to the Magnetic Resonance Imaging Technology program is via a **competitive selection process based on a points ranking system on designated criteria.** This information packet contains specific application guidelines and requirements. By submitting an application packet, an individual verifies that he/she has read the packet thoroughly and understands the policies and procedures for application and acceptance to the program.

Advanced Technical Certificate

Individuals who have earned an Associate Degree or Bachelor's Degree in Radiography, Nuclear Medicine, Radiation Therapy, or Diagnostic Medical Sonography and who hold a current registry/certification credential in that healthcare area may qualify to apply to the Advanced Training Certificate option of the Medical Resonance Imaging program. Potential certificate applicants are considered on an individual basis in regard to their background in anatomy, physiology, math, and physics. **Potential certificate applicants should contact the Health Occupations Admissions Office for more information.**

EQUAL EDUCATIONAL OPPORTUNITY

Educational opportunities are offered by the Dallas County Community College District without regard to race, color, age, national origin, religion, sex, disability or sexual orientation.

APPLICATION REQUIREMENTS TO THE MAGNETIC RESONANCE IMAGING PROGRAM

Application to the Magnetic Resonance Imaging program requires the following steps:

- Application and current admission to a Dallas County Community College District (DCCCD) college.
- Attendance at a Magnetic Resonance Imaging program information session.
- Completion of the 38 credit hour MRI Core Curriculum with a minimum grade of "C" or higher in each course and a minimum cumulative grade point average of 3.0 or higher on those specific courses.
- Completion of designated sections of the HESI A² Test with a minimum score of 70% on each section.
- Submission of a complete application packet to the Health Occupations Admissions Office during a designated filing period.

A. General Admission Requirements to the College

Applicants to the Magnetic Resonance Imaging program must meet college admission requirements in the Dallas County Community College District as outlined in the official college catalog at <http://www.ElCentroCollege.edu>. Applicants must have earned either a high school diploma or General Education Diploma (GED) certificate in addition to complying with Texas Success Initiative (TSI) requirements. Students should consult the college counseling office to determine their TSI status prior to application to a Health Occupations program.

- Revised 08/31/08 -

B. Program Information Sessions

Potential applicants are required to attend a Magnetic Resonance Imaging program information session where the program, application procedures, and acceptance policies are discussed in detail. Information sessions are held monthly and no reservation is necessary to attend. The Information Session schedule for the current semester is available in the El Centro College Health Occupations Admissions Office (Room P-101) at the Paramount Building (301 North Market), on our information line at 214-860-2272, menu item 3, and online at <http://www.ElCentroCollege.edu/Programs/HealthLegalStudies/InfoSessasp>.

C. Magnetic Resonance Imaging Core Curriculum

In order to apply to the Magnetic Resonance Imaging program, an applicant must complete the entire 38 credit hour MRI Core Curriculum with a minimum grade of “C” or higher in each course and a cumulative grade point average 3.0 or higher in the entire Core:

MAGNETIC RESONANCE IMAGING CORE CURRICULUM

			Lec Hrs	Lab Hrs	Ext Hrs	Cont Hrs	Cr Hrs
SCIT	1407*	Applied Human Anatomy/Physiology I <u>or</u>	3	3	0	96	4
BIOL	2401	Anatomy & Physiology I					
SCIT	1408*	Applied Human Anatomy/Physiology II <u>or</u>	3	3	0	96	4
BIOL	2402	Anatomy & Physiology II					
PHYS	1401*	Introductory General Physics I	3	3	0	96	4
PHYS	1402*	Introductory General Physics II	3	3	0	96	4
ENGL	1301	Composition I	3	0	0	48	3
MATH	1314**	College Algebra	3	0	0	48	3
SPCH	1311+	Intro to Speech Communications	3	0	0	48	3
HPRS	1204++	Basic Health Professions Skills I	1	4	0	64	2
HPRS	1271++	Basic Health Professions Skills II	1	4	0	64	2
HPRS	1202	Wellness and Health Promotion	2	0	0	32	2
HPRS	2201#	Pathophysiology	2	0	0	32	2
HPRS	2231	General Health Professions Management	1	2	0	48	2
HPRS	2300#	Pharmacology for Health Professions	<u>3</u>	<u>0</u>	<u>0</u>	<u>48</u>	<u>3</u>
TOTAL CREDIT CORE CURRICULUM			31	22	0	816	38

* Science courses (PHYS 1401/PHYS 1402, SCIT 1407/SCIT 1408 or BIOL 2401/BIOL 2402) must be completed less than 5 years prior to program application. SCIT 1407/SCIT 1408 are not offered at Richland College of the DCCCD. BIOL 1406 is required prerequisite course for BIOL 2401.

** MATH 1414 – College Algebra will also be recognized as the math prerequisite course; however, it will be calculated as a three credit hour course for ranking purposes only. The math prerequisite no longer has a 5-year time limit.

+ Although SPCH 1311 is the preferred course, SPCH 135 – Fundamentals of Public Speaking is also accepted.

++ HPRS 1204 is the prerequisite for HPRS 1271.

SCIT1407 or BIOL 2401 is the prerequisite for HPRS 2201 and HPRS 2300.

The above HPRS courses are offered at the El Centro and Northlake campuses of the DCCCD.

NOTE: Applicants who have completed prerequisite courses and support courses at colleges and universities other than Dallas County Community Colleges should have their coursework evaluated for transferability at least 3-6 months prior to applying to the MRI program. See Section H – Educational Planning on page 6 of this information packet for instructions.

D. *HESI A² Test*

The HESI A² test is a timed, computerized test which is usually completed in 3-4 hours. Applicants to the Magnetic Resonance Imaging program must earn **a minimum score of 70 or higher on each of the five required sections** (Reading Comprehension, Mathematics, Anatomy/Physiology, Grammar, and Vocabulary/General Knowledge) in order to submit an application packet. Test scores are valid for two years from the date of testing. Students are also encouraged to complete the Learning Styles and Personality Profile sections of the HESI A² for their personal review.

Applicants may take the HESI A² at any approved testing site including the assessment centers at El Centro, Brookhaven, Mountain View, and Northlake College campuses. The approximate cost of the HESI test at DCCCD campuses is \$25.00. **Applicants are responsible for securing their own testing appointment at the location of their choice.** The procedure for making testing appointments and payment varies among testing sites. A valid photo ID such as a driver license or DCCCD student ID will be required to schedule your testing appointment and to test on your assigned date. **Applicants are responsible for obtaining their score sheets after completing the HESI test and submitting the score sheet with their application materials.**

Students who wish to test at the El Centro College Assessment Center should 1) present the HESI referral form in this information packet to the El Centro cashier's office to pay the testing fee, and 2) make their testing appointment.

HESI A² Study Guide and Preparation Course

Prior to attempting the test, it is strongly recommended that applicants purchase the **HESI Admission Assessment study guide** and enroll in the **HESI Prep course**. The study guide (approximate cost \$30.00) is available online at <http://portals2.elsevier.com/portal/portal/hesi/ProductAction> and at various bookstores including the Follett Bookstore at the El Centro and Northlake College campuses. The HESI Prep course is offered through the Continuing Education Division at the El Centro campus only. Call 214-860-2147 for dates, times, and registration procedures for the HESI prep course. Please refer to the HESI A2 supplement in this back of this packet for complete information.

Retesting Procedure

There is no limit on the number of times an applicant may take the HESI A² test for application to the Magnetic Resonance Imaging Program. If the applicant does not achieve the minimum required score of 70 on all five required sections of the HESI A² in their initial testing opportunity, they may retest on the section or sections they did not pass. While waiting to retest, the applicant is encouraged to complete suggested remediation to increase their chances of success on the retest opportunity. The applicant must pay an additional testing fee and make another appointment to test. The applicant must then submit the HESI score sheets from each testing attempt with their application packet.

E. *Magnetic Resonance Imaging Application Packet Submission*

After completing the entire MRI Core Curriculum and successfully passing the required sections of the HESI A² test, the student submits the following materials to the Health Occupations Admissions Office as their application packet:

1. A completed Magnetic Resonance Imaging program application form and the signed and initialed Statement of Student's Responsibility form (both available only at the MRI information session).
2. An official transcript from **every college** previously attended other than DCCCD colleges. (A DCCCD transcript is no longer required.)
 - **Separate official transcripts are required from each college attended** although that coursework may be printed on another transcript as transferred coursework.

- Students who have submitted official transcripts to admissions/registrar offices at El Centro College or other DCCCD campuses **must submit an additional complete set of official transcripts to the Health Occupations Admissions Office with the application packet materials.**
 - Unofficial transcripts, and grade printouts such as Webadvisor, advising reports, e-mails from instructors, and other such documents are not accepted as official transcripts.
 - If a college will only release an official transcript directly to El Centro, **the student must request that the transcript be mailed to the Health Occupations Admissions Office.** Documentation verifying the date the student requested the transcript (such as a copy of a transcript order form) must be included with the rest of their application packet materials.
- The applicant is responsible for ensuring that transcripts sent directly to the Health Occupations Admissions Office are received by the application filing deadline.**
- Once a complete and valid application packet is submitted during a filing period, additional transcripts cannot be added to the packet for that filing period.
3. A photocopied catalog course description for each course taken outside the Dallas County Community College District which applies to the MRI Core Curriculum and for which the student seeks transfer credit. The course numbers on catalog course descriptions must match those on the transcript. **Do not mark or highlight courses on official transcripts.** Course descriptions are not required for courses completed at a DCCCD campus.
 4. The HESI A² score sheet(s) indicating achievement of **a minimum score of 70 or higher on each required section.**
 5. The completed Physical Examination and Immunizations Record form. See the Addendum in the back of this information packet for specific guidelines.
 6. A photocopy of the applicant's current "Healthcare Provider" level CPR card. Please note that the expiration date of the card must not occur before the end of the first semester of potential entry to a Health Occupations program. See item 5 under the General Information section of this information packet.

Applicants must compile the materials listed below and submit them to the Health Occupations Admissions Office either in person or by mail on or before the application filing deadline. **Incomplete packets will not be considered in the selection process and will be returned to the applicant.**

F. Application Filing Period

The completed application packet should be submitted to the El Centro College Health Occupations Admissions Office on or before the application deadline. *NOTE: Early submission of an application during a specific filing period does not influence ranking for admission.*

Official application filing period for Fall semester (late August) admission:

January 1 – May 31

Notification letters are mailed by July 1st.

Complete application packets may be submitted to the Health Occupations Admissions Office during regular hours of operation or via our office drop box adjacent to our door. Application packets which are mailed must be postmarked no later than an application filing deadline date.

When submitting your application by mail, address your envelope as follows:

MRI Admissions
Health Occupations Admissions
El Centro College/Paramount
801 Main Street
Dallas, Texas 75202-3604

To submit your application in person, bring your envelope to:

MRI Admissions
Health Occupations Admissions Office Room P-101
Center for Allied Health and Nursing (Paramount Building)
301 North Market Street
Dallas TX 75202

A ranked list is generated from those applications received during the official filing period. (See Section G for ranking procedure.) Notification letters are sent to all valid applicants on the official ranked list regardless whether they are accepted to the program or not accepted to the program.

G. Selection Process

Applicants are ranked for acceptance selection via a point award system*. Point award totals for applicants may range from a minimum of 3 points to a maximum of 22 points on the designated criteria below:

<u>POINT AWARD CRITERIA</u>	<u>POTENTIAL POINTS PER CRITERIA</u>
HESI A² - Minimum Score of 70 on each of the four required sections	15
Scores on each of the five required sections of the HESI are awarded the following points (min. 7 total points, maximum 15 points):	
90 – 100	3 points
80 – 89	2 points
70 – 79	1 point
GPA on MRI Core Curriculum (3.0 minimum required)	6
3.0 – 3.4	2 points
3.5 – 3.9	4 points
4.0	6 points
Support Courses completed with a minimum grade of “C” (0.5 point per each course below)	1
PSYC 2301 Humanities elective	
MAXIMUM TOTAL POINTS	<hr/> 22

* In the event that two or more applicants with the same point total, the cumulative score on all five sections of the HESI A² will be used to break the tie.

The table below illustrates the ranking process for a sample group of applicants:

EXAMPLE OF RANKING PROCESS

	HESI A ² Min. score of 70 on all sections (max 15 pts.)	MRI Core Curriculum GPA (max. 6 pts.)	Support Courses (max. 1 pt.)	Total Points (max. 22 pts.)	Combined HESI A ² Scores
Applicant #1	15 pts.	4.00 = 6 pts.	2 x .5 = 1 pt.	22	425
Applicant #2	15 pts.	4.00 = 6 pts.	2 x .5 = 1 pt.	21	457
Applicant #3	15 pts.	3.87 = 4 pts.	2 x .5 = 1 pt.	20	455
Applicant #4	13 pts.	4.00 = 6 pts.	1 x .5 = 0.5 pt.	19.5	449
Applicant #5	14 pts.	3.54 = 4 pts.	2 x .5 = 1 pt.	19	468
Applicant #6	12 pts.	3.87 = 4 pts.	2 x .5 = 1 pt.	17	451
Applicant #7	11 pts.	3.31 = 4 pts.	2 x .5 = 1 pt.	16	426
Applicant #8	10 pts.	3.15 = 4 pts.	2 x .5 = 1 pt.	15	433
Applicant #9	9 pts.	4.00 = 4 pts.	1 x .5 = 0.5 pt.	13.5	418
Applicant #10	8 pts.	3.00 = 4 pts.	2 x .5 = 1 pt.	13	397
Applicant #11	7 pts.	4.00 = 6 pts.	0 x .5 = 0 pts.	13	323

You will see in the above table, the shaded columns reflect the point total calculation and the final tie breaker which is the combined HESI A² scores on the four required test sections.

For example, Applicant #1 scored at least 90 on each of the five HESI A² test sections, has a 4.00 MRI Core Curriculum GPA, and completed both of the remaining MRI support courses for 22 total points and a combined HESI score tiebreaker of 425. You will note that Applicants #10 and #11 have the same final point total of 13; however, Applicant #11 has a higher cumulative HESI A² score of 397 on all five sections of the test combined as opposed to Applicant #10's cumulative HESI A² score of 323 which breaks the tie between them even though Applicant #11 has a higher MRI Core Curriculum GPA. Therefore, if there were ten (10) spaces in the MRI program, Applicants 1-10 would be accepted to the program.

A student who applies during the official filing period and receives an acceptance letter to the MRI program is required to return a confirmation form within a specified timeframe to confirm their space in the class. Failure to return the confirmation form by the specified date or failure to attend the scheduled preregistration/orientation seminar for the accepted class will result in forfeiture of the student's space in that class.

NOTE: Applications submitted during an official filing period are not "held over" to the next official filing period. Students who are not selected for admission for the semester for which they apply or students who decline their acceptance for that semester must retrieve and resubmit their application packet during the next filing period to be considered for the next admission opportunity.

Late Application Guidelines

Should any space remain in the Fall class after the initial selection procedure is completed, **applications received June 1 – July 15** will be ranked ordered in a separate list to fill the remaining spaces. Individuals selected from this late pool will be **notified of acceptance via email** by July 31st. In the rare instance that space still remains after this late application procedure is completed, they will be filled on a first-come, first-served basis up to the first class day of the Fall semester. **NOTE: It should not be assumed that late applications or the first-come, first-served application process will be necessary for every Fall MRI class.**

H. Educational Planning

Although the Health Occupations Admissions Office advises potential applicants in regard to program admission requirements, individuals who have not yet applied or been accepted to a Health Occupations program are considered generic students and must follow general advisement and registration procedures in the Dallas County Community College District.

Initial Advisement

Students who are new to the college experience or who need assistance with placement testing, TSI issues, and registration for prerequisite courses must consult an academic advisor in the College Counseling Center. The student who has not completed college coursework may request a general Associate Degree plan from the Counseling Center as a starting point toward application to a Health Occupations program.

Transfer Course Evaluation / Educational Plan

Students presenting coursework completed outside the Dallas County Community College District for transfer as prerequisite or general support courses for a Health Occupations program should request an Educational Plan which will serve as an evaluation of their previous coursework. **This procedure is especially important for students with coursework from colleges and universities outside the state of Texas.** To request an Educational Plan, the student must present the following materials to the Health Occupations Admissions Office at El Centro College:

- An Educational Plan request form available in the back of this information packet, at www.ElCentroCollege.edu/Programs/HealthLegalStudies/HealthOccAdmissions.htm, and in the Health Occupations Admissions Office.
- All official college transcripts (a DCCCD transcript is not required).
- A catalog course description taken from that college's catalog for each course to be reviewed for evaluation (course descriptions numbers must match those on the transcript; course descriptions are not necessary for DCCCD courses).

The courses will first be evaluated by the Health Occupations Admissions Office and, if necessary, be reviewed by respective college faculty for that course discipline. When all courses have been reviewed, the student will be notified that the Educational Plan is available for pickup. The Educational Plan is accepted as a preliminary "degree plan" for student advisement, financial aid, and VA benefit purposes.

Five-Year Time Limit

All science coursework (anatomy/physiology, microbiology, chemistry, introductory general physics, etc.) must have been completed less than five years prior to application to a Health Occupations program. If an individual has **current** experience utilizing their related science knowledge or has completed **advanced courses** in a related science area, the student may petition for a waiver of the time limit through the Health Occupations Admissions Office as a separate review or in conjunction with an educational plan request. **NOTE:** In order for a science course taken outside the DCCCD to be considered for a five-year time limit waiver, the course must first be approved for transferability.

In addition to an official transcript and a catalog course description for each course to be reviewed, the following materials must also be submitted:

- Letter from the student indicating 1) the Health Occupation program they intend to enter, and 2) specifically how they are using the science knowledge (employed in a healthcare field, advanced degree, etc.);
- If the student is employed in a healthcare field, a letter from the student's supervisor with duties outlined in specific detail.

If approved, a five-year time limit request is valid only for the current application filing period. In the event that the five-year time limit waiver is denied for an anatomy/physiology course, the student may pursue credit for SCIT 1407 and/or SCIT 1408 through a departmental exam at the El Centro campus. To determine eligibility to challenge the departmental exams, the student should contact the Arts and Sciences Division at 214-860-2193. The student must be enrolled at the El Centro campus to request the departmental exam. If successful on the exam, the credit is awarded as a letter grade.

Coursework Completed Outside the United States

Transfer consideration for coursework completed at colleges or universities outside the United States is limited to college algebra and science courses (anatomy, physiology, microbiology, chemistry, physics, etc.). No other courses will be considered. Science courses must be within the five-year time limit. No waiver of the five-year time limit will be considered. Presentation of these materials does not guarantee that transfer credit will be granted toward a Health Occupations program. All expenses for the evaluation and translation of foreign transcripts are the student's responsibility. The following materials must be presented to the Health Occupations Admissions Office at El Centro College:

- Official college transcripts with English translation (if applicable);
- Complete evaluation of foreign transcripts from an approved evaluation agency (a list of approved evaluation agencies is available at all DCCCD Registrar Offices or online at <http://www.dcccd.edu/Employees/Departments/Educational+Affairs/Transfer+Services/Unive rsity+Transfer+Guides/Foreign+Credential+Evaluators.htm>);
- Photocopy of the course description or syllabus of the course.

Special Note Regarding Evaluation of Coursework, Educational Plans, Review of Out of Country Coursework, and Five Year Time Limit Waiver Petitions

These evaluations are usually completed within 10-14 working days. **During peak times such as registration or after the close of the semester when faculty are unavailable, an evaluation may take as long as 30 days for review. Therefore, it is to the applicant's advantage to request any course evaluation, Educational Plan or five year waiver petition at their earliest convenience prior to application to the program.** *The El Centro College Health Occupations Admissions Office and the Health/Legal and Continuing/Workforce Education Division reserves the right to accept or reject any coursework completed outside the DCCCD presented for transfer evaluation toward Health Occupations programs.*

Advanced Placement Credit, CLEP, and Credit by Examination

Advanced Placement ("AP") credit for ENGL 1301 and MATH 1314 is acceptable if the credit appears on a college transcript as ENGL 1301 and MATH 1314 equivalency. AP credit is awarded as "CR" credit in the degree plan and does not count toward grade point average calculation.

CLEP tests accepted toward the Magnetic Resonance Imaging program include: college algebra (MATH 1314), general psychology (PSYC 2301), and various courses which meet the humanities elective requirement (foreign languages and literature courses). A student must be enrolled at a DCCCD campus in order to request a CLEP exam at that specific campus. CLEP credit is awarded as "CR" credit and does not count toward grade point average calculation. If unsuccessful on the CLEP exam, the student is not allowed to repeat the CLEP and must enroll in the course to receive credit for that course.

The DCCCD does not offer the CLEP test for ENGL 1301. However, a departmental exam at El Centro College may be available. To determine eligibility for the ENGL 1301 departmental exam, contact the Communications/Math/Developmental Studies Division at 214-860-2247 for more information.

NOTE: A student may present AP credit, CLEP, or departmental exam test results for a maximum of two courses in the MRI Core Curriculum when applying to the program.

Support Courses

Students are encouraged to complete the general education support courses included in the Magnetic Resonance Imaging curriculum (PSYC 2301 and the humanities elective) prior to entrance into the MRI program, particularly if the student plans to work while enrolled or has significant family responsibilities.

GENERAL INFORMATION

1. The Magnetic Resonance Imaging program accepts 20* students each Fall semester. Program courses are currently offered primarily during daytime hours. The clinical training experience at a local hospital begins after formal acceptance to the program. Clinical hours may begin as early as 7:00 a.m. to as late as 4:00 p.m.

* Subject to change at the discretion of the El Centro College Health/Legal Studies Division.
2. Students are encouraged to take the general education “support” courses (PSYC 2301 and the humanities elective) prior to entrance into the Magnetic Resonance Imaging program, particularly if the student works or has significant family responsibilities. The program is rigorous, and many students find that completing the support courses first enables them to complete the program successfully while maintaining other responsibilities. **NOTE:** Support courses completed at colleges and universities outside the DCCCD must be approved for transfer credit prior to the semester in which the course is required as stipulated in the curriculum outline.
3. Many of the MRI Core Curriculum courses, including selected HPRS courses, are offered online. Students without prior experience with Internet courses should take the Readiness for Education at a Distance Indicator (READI) test to see if they are a good candidate for online learning. Go to <http://ecc.readi.info> and log in as a New User. The current User Name is ECCFall2008 on the pull-down menu and the Password is student.
4. All applicants must comply with the physical examination and immunization requirements and **submit the documentation with application materials** according to the guidelines in the Addendum of this information packet. **Physical examination forms and immunization records become the property of the Health Occupations Admissions Office and will not be returned or photocopied for the student; therefore, the student is instructed to retain a copy of these documents for their personal records.**
5. All applicants must be certified in cardiopulmonary resuscitation (CPR) at the “Healthcare Provider” level as designated by the American Heart Association. **A copy of a current CPR card must be submitted with the application materials.** CPR classes are available through the El Centro College Continuing Education Division, the American Heart Association, American Red Cross, various hospitals, etc.
6. Clinical opportunities may be limited for students without Social Security numbers. If accepted to the program, a student must contact the El Centro College International Center Office (Room CM-60, telephone 214-860-2090) concerning their eligibility to obtain a Social Security number before graduation from the program for future employment opportunities.
7. *Criminal Background Check / Drug Screening*

Effective August 2001 all students enrolled in Health Occupations programs are required by the Dallas/Fort Worth Hospital Council member facilities to undergo a criminal background check and drug testing prior to beginning their clinical experience. This procedure is conducted *after* a student has been accepted to their respective program. Results of these screenings are forwarded to the El Centro College Health/Legal/Distance and Continuing/Workforce Education Division for review and verification that a student is eligible to attend clinical rotation. Students are responsible for all charges incurred (approximately \$85.00) for these screenings.

A clinical agency reserves the right to remove a student from the facility for suspicion of substance use or abuse including alcohol. The clinical agency reserves the right to request that a student submit to a repeat drug screening at the student’s expense on the same day that the student is removed from the clinical facility. Failure to comply will result in the student’s immediate expulsion from the clinical facility. Further, regardless of testing or testing results, a clinical agency reserves the right to expel a student from their facility.

NOTE: *Should a student who has been accepted to a Health Occupations program be prohibited from attending a clinical rotation experience due to findings of a criminal background check and/or drug screening, the student may not be able to complete the program's requirements for graduation.*

DRUG SCREEN:

The drug screen follows National Institute on Drug Abuse (NIDA) guidelines and screens for ten (10) substances as designated in the Substance Abuse Panel 10 ("SAP 10"). These substances are:

Amphetamines	Methadone
Barbiturates	Methaqualone
Benzodiazepines	Opiates
Cocaine Metabolites	Phencyclidine
Marijuana Metabolites	Propoxyphene

SAP 10 test results which fall outside of any of the acceptable ranges are considered positive test results and are automatically sent for a separate confirmatory test by a Gas Chromatography Mass Spectrometry (GCMS) method. If these results remain positive, the test results are sent to a Medical Review Officer ("MRO") which will entail an additional cost of \$25.00-75.00 to the student. The MRO will then contact the student to determine if there is a valid prescription for the drug in question. If a valid prescription exists and is verified, the test result will be deemed to the negative and acceptable.

CRIMINAL BACKGROUND CHECK:

The criminal background check reviews a person's criminal history seven (7) years previous to the date of program application. The check will include all cities and counties of the person's residency during that time period. The following histories may disqualify an individual from consideration for a clinical rotation:

- Felony convictions;
- Misdemeanor convictions or felony deferred adjudications involving crimes against persons (physical or sexual abuse);
- Misdemeanor convictions related to moral turpitude (prostitution, public lewdness/exposure, etc.);
- Felony deferred adjudications for the sale, possession, distribution, or transfer of narcotics or controlled substances;
- Registered sex offenders.

EXCEPTIONS:

If a licensing/registry body (i.e. American Registry of Radiologic Technology) approves the individual to take the licensing/credentialing exam, the individual may participate in the clinical rotation.

Students should be aware that clinical sites may accept an individual as a student but decline to employ them because of a previous criminal history.

The College may request an exception from the first clinical agency for a student with a felony deferred adjudication and no alternate recourse through a licensing/registry authority is necessary. Following approval from the first clinical agency, the student may progress as stated above.

For more information regarding the criminal background check and drug testing requirements, please contact Dr. LaCheeta McPherson, Executive Dean of Health and Legal Studies at 972-860-5097 or Ms. Suriya Sheriff-Edwards, Health and Legal Studies Coordinator at 972-860-5095.

8. Students are responsible for their own transportation arrangements to campus and to their assigned health care facilities for clinical experience. Clinical assignments vary among area hospitals.

9. El Centro College students who are enrolled in 6 credit hours or more during a fall or spring semester and 3 credit hours or more during a summer semester are entitled to a free DART train/bus pass for that semester. DART passes are available two weeks after the semester begins. See the Cashier's Office for details.
10. Individuals who were first-time college freshman students in Fall 2007 or after are subject to the guidelines of section 51.907 of the Texas Education Code which prohibits a student from dropping more than six (6) college level credit courses during their entire undergraduate career. For more information on the 6 Drop rule, see the official college catalog online at <https://www.1.dcccd.edu/6drop>.
11. Many hospital clinical sites require students to provide documentation of personal healthcare insurance. Therefore, prospective students are advised to secure their own coverage. Information on college student policies and rates can be found at <https://www1.dcccd.edu/cat0608/ss/sd/insurance.cfm>.
12. Effective Fall 2005, Dallas County Community Colleges will charge a higher tuition rate for courses in which a student registers for the third or more times. The "Third Attempt" policy includes courses taken at any of the Dallas County Community Colleges since the Fall 2002 semester. Developmental courses are not considered in this policy. For more information regarding the DCCC "Third Attempt" policy, please visit the following website: <http://www.dcccd.edu/ThirdCourseAttempt>
13. A student may apply to more than one El Centro College Health Occupations program during a given filing period. However, if the student receives an acceptance letter to a specific program, confirms their intent to enter that program, and registers for program courses, their application to any other Health Occupations program that may share that filing period will be null and void.

Further, an individual enrolled in an El Centro College Health Occupations program may not apply or be considered for admission selection for another El Centro College Health Occupations program unless their current program of study will be completed before the second program curriculum begins. (Exception: An individual may apply to the Medical Laboratory Technology and Biotechnology programs in tandem to complete both degrees.)

14. Financial Aid

Students should contact the Financial Aid Office for application forms, filing procedures and deadlines. A number of area hospitals offer financial assistance to students pursuing healthcare careers. For a listing of those hospitals with contact information, application procedures, etc., please contact the Dallas/Fort Worth Hospital Council at 972-719-4900 to obtain their "scholarship booklet." The Health/Legal Studies Office located in Room P-712 at 301 North Market Street also has information regarding scholarships and other financial assistance for health occupations students. Contact Suriya Sheriff-Edwards at 972-860-5095 for more information.

15. Please visit the websites below for links to professional organizations and other information regarding the Magnetic Resonance Imaging profession:

<https://www.asrt.org>

<http://www.arrrt.org>

16. Please contact the individuals below for assistance:

TBA
 MRI Program Coordinator
 El Centro College/Paramount
 301 North Market Street
 Dallas TX 75202
 Telephone: TBA
 E-mail: TBA

Pamela Farley
 Program Services Coordinator
 Health Occupations Admissions Office
 301 North Market Street
 Dallas TX 75202
 Telephone: 972-860-5002
 E-mail: PFarley@dcccd.edu

Al Tolentino, Liaison Counselor
Health/Legal Studies Division
El Centro/Paramount
301 North Market Street
Dallas TX 75202
Telephone: 972-860-5045
E-mail: ATolentino@dcccd.edu

Gary Peschka, Health Occupations Faculty Advisor
Health/Legal Studies Division
El Centro/Paramount
301 North Market Street
Dallas TX 75202
Telephone: 972-860-5037
E-mail: GPeschka@dcccd.edu

The official mailing address for all application materials, transcripts, and correspondence is:

MRI Applications
Health Occupations Admissions Office
El Centro College/Paramount
801 Main Street
Dallas TX 75202-3604

Program guidelines are subject to change. Students are advised to obtain the latest program information packet from the El Centro College Health Occupations Admissions Office or the printable information packet on the website below.

<http://www.elcentrocollege.edu/Programs/HealthLegalStudies/packets/default.asp>

Health Occupations webpage:
www.ElCentroCollege.edu/HealthCareers

Health Occupations Admissions Office webpage:
www.ElCentroCollege.edu/HealthOccAdmissions

ESTIMATED EXPENSES FOR THE MAGNETIC RESONANCE IMAGING PROGRAM *

	<u>Dallas County Resident</u>	<u>Out of County Resident</u>	<u>Out of State/ Country Resident</u>
Prerequisite Tuition (38 credit hours)	\$ 1,558.00	\$ 2,888.00	\$ 4,598.00
Textbooks, Lab Manuals	2,865.00	2,865.00	2,865.00
Professional Liability Insurance	18.13	18.13	18.13
HESI A ² Test Fee	25.00	25.00	25.00
Physical Exam and Immunizations **	225.00	225.00	225.00
CPR Certification	<u>65.00</u>	<u>65.00</u>	<u>65.00</u>
Total	\$ 4,756.13	\$ 6,086.13	\$ 7,796.13
SEMESTER I – Fall			
Tuition (12 credit hours)	\$ 491.00	\$ 912.00	\$ 1,452.00
Textbooks #	400.00	400.00	400.00
Professional Liability Insurance	18.13	18.13	18.13
Background Check/Drug Screen	84.00	84.00	84.00
Uniforms (2 recommended) #	125.00	125.00	125.00
Lab Coat #	25.00	25.00	25.00
Name Badge	6.00	6.00	6.00
Insignia Patch (3)	18.00	18.00	18.00
Shoes #	<u>50.00</u>	<u>50.00</u>	<u>50.00</u>
Total	\$ 1,217.13	\$ 1,638.13	\$ 2,178.13
SEMESTER II – Spring			
Tuition (12 credit hours)	\$ 491.00	\$ 912.00	\$ 1,452.00
Textbooks #	<u>200.00</u>	<u>200.00</u>	<u>200.00</u>
Total	\$ 691.00	\$ 1,112.00	\$ 1,652.00
SEMESTER III – Summer			
Tuition (9 credit hours)	\$ 369.00	\$ 684.00	\$ 1,089.00
Textbooks #	<u>75.00</u>	<u>75.00</u>	<u>75.00</u>
Total	\$ 444.00	\$ 759.00	\$ 1,164.00
TOTAL ESTIMATED PROGRAM EXPENSE	\$ 7,108.26	\$ 9,595.26	\$ 12,790.26

* Tuition reflects increase effective Spring 2009 semester. Tuition and other fees are subject to change. See official catalog for tuition table.

** Estimated cost of immunizations charged at the El Centro College Health Center.

Textbook, uniform, and other supply costs are approximate and subject to change.

See Accounting Office for Tuition Payment Plan option.

Other costs to consider: Transportation and Parking Fees to El Centro and hospital clinical sites.

MAGNETIC RESONANCE IMAGING APPLICATION CHECKLIST

This checklist is provided to assist you in following the steps toward program application. It is not part of the application packet which is submitted with transcripts, etc.

1. Obtain MRI program information packet and attend an MRI information session.
2. Complete a DCCCD application for college admission if necessary.
3. See an academic counselor as needed for TSI counseling, placement testing, etc. and complete any developmental courses as may be prescribed from test scores.
4. Complete the entire 38 credit hour MRI Core Curriculum (prerequisite courses):

<input type="checkbox"/> ENGL 1301	<input type="checkbox"/> MATH 1314 or MATH 1414
<input type="checkbox"/> SCIT 1407 or BIOL 2401	<input type="checkbox"/> HPRS 1204
<input type="checkbox"/> SCIT 1408 or BIOL 2402	<input type="checkbox"/> HPRS 1271
<input type="checkbox"/> SPCH 1311 or 1315	<input type="checkbox"/> HPRS 2201
<input type="checkbox"/> PHYS 1401	<input type="checkbox"/> HPRS 2231
<input type="checkbox"/> PHYS 1402	<input type="checkbox"/> HPRS 2300
5. Complete the HESI A², scoring a minimum of 70% on all five required sections of the test.
6. Complete any other support courses which apply to the MRI curriculum:

<input type="checkbox"/> PSYC 2301	<input type="checkbox"/> Humanities elective _____
------------------------------------	--
7. Verify transferability of prerequisite or support courses taken outside the DCCCD with the Health Occupations Admissions Office as needed.
8. Compile the following materials as your complete MRI application packet:

<input type="checkbox"/> Completed MRI application form (obtained at the MRI program information session).
<input type="checkbox"/> Signed Statement of Students' Responsibility form (on the back of the MRI application form).
<input type="checkbox"/> Official transcripts from each college attended other than DCCCD transcript. (A DCCCD transcript is no longer required.) See page 3, section E, number 2 for instructions regarding transcripts.
<input type="checkbox"/> Photocopied catalog course descriptions for any courses taken outside the DCCCD which apply to the MRI curriculum.
<input type="checkbox"/> Official HESI A ² score sheet indicating a minimum score of 70% on each of the five required sections of the test.
<input type="checkbox"/> Completed Physical Examination and Immunization Record form with CPR card photocopy.
<input type="checkbox"/> Copies of any request for course substitution forms (for evaluated transferred courses) or 5-year waiver forms which has been granted to the student.
9. Place the above materials in a 9" x 12" envelope for submission either in person or by mail during a designated filing period to:

MAILING ADDRESS:
MRI Applications
Health Occupations Admissions Office
El Centro College/Paramount
801 Main Street
Dallas, TX 75202-3604

PHYSICAL ADDRESS:
Health Occupations Admissions Office Room P-101
Center for Allied Health/Nursing (Paramount Bldg.)
301 North Market Street
Dallas, TX 75202

Telephone: 972-860-5001

- Revised 08/31/08 -

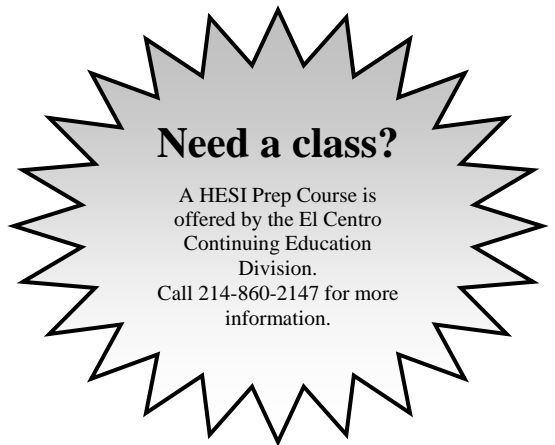
HESI A² Admissions Assessment Exam

There are five (5) basic questions that come to mind when students ask about the A² exam; who, what, when, where and why?

◆ **WHO** takes the A² exam?

New students that are applying to the following program:

- Associate Degree Nursing (including Distance Learning)
- LVN to RN Advanced Placement “Bridge”
- Allied Health Programs:
 - Diagnostic Medical Sonography
 - Echocardiology Technology
 - Invasive Cardiovascular Technology
 - Magnetic Resonance Imaging (MRI)
 - Radiologic Technology
 - Vocational Nursing



◆ **WHAT** is the A² exam?

The A² exam is a standardized test to assess basic academic skills students will need to succeed in selected Health Occupation Programs.

Students will be tested over the following five (5) categories:

- ✓ Grammar
- ✓ Reading
- ✓ Vocabulary/General Knowledge
- ✓ Math
- ✓ Anatomy and Physiology (not required for the Diagnostic Medical Sonography, Echocardiology or Radiologic Technology programs)

◆ **WHEN** can a student take the A² exam?

A student can take the A² exam once a testing referral has been obtained.

Note: Students are strongly encouraged to complete the following courses before taking the A²:

- English Composition I (ENGL 1301)
- College Algebra (MATH 1314)
- Anatomy & Physiology I (SCIT 1407 or BIOL 2401)

◆ **WHERE** can I go to take the A² exam?

A student may take the A² at any testing site including the Assessment Centers at El Centro, Northlake, Brookhaven, and Mountain View Colleges.

◆ **WHY** is the test required?

Based on research findings, a student's HESI A² test scores suggest their basic skill proficiency and may be a more accurate indicator of their potential classroom success in a Health Occupations program.

Please see the next page for frequently asked questions regarding the HESI A² exam.



Frequently Asked Questions Regarding the HESI A² Exam

Question: I'm currently not a student of the Dallas County Community College District. Will this keep me from taking the A² exam at El Centro College?

Answer: If you plan to take the HESI test at a DCCCD campus, you should make application to a DCCCD college before making your appointment.

Question: When will the A² exam be offered?

Answer: Test dates and times vary among testing sites. Dates and times available at the El Centro campus are found at <http://www.elcentrocollege.edu/student-services-AssessmentCenter/default.asp>.

Question: Will a student need a referral to take the A² exam? What will I need to bring with me in order to get the referral?

Answer: This procedure varies among testing sites. To obtain a referral and to test, you usually must present a current DCCCD student I.D. or other picture I.D. such as a driver license.

Question: Where can I obtain a referral form?

Answer: The referral to test at El Centro is found in this information packet. Check with other testing sites for referral forms.

Question: Will there be a study guide available for the A² exam?

Answer: Yes, the study guide is called, "Admission Assessment Study Guide" by HESI and the cost is \$25. This study guide can be ordered from the HESI website <http://www.hesitest.com> or obtained from the Follett Bookstores at the El Centro and Northlake campuses. If obtained at the bookstore the price is subject to change.

Question: What score must I earn to pass the test?

Answer: Each program has established a minimum passing score for their particular program. Please refer to the specific Health Occupations information packet.

Question: Is the A² exam a timed test and will the scores be available once the test is over?

Answer: Yes. Generally students take 3-4 hours to complete all five (5) sections of the A² test. Once the test is complete students will receive a computerized print out of their test scores. Students are responsible for obtaining their own score sheet(s).

Question: Will there be an expiration date on the A² scores?

Answer: Yes, the A² test scores will only be valid for two (2) years from the initial test date.

Question: If a student doesn't pass all sections of the A² exam can they retake?

Answer: Yes, please refer to the specific Health Occupations information packet for retesting guidelines for that program. The cost will be \$25 for the initial test and \$25 for each retest.

Question: Does the student have to retake the entire test or only the sections they didn't pass?

Answer: Please refer to the specific Health Occupations information packet for retesting guidelines for that program. The cost will be \$25 for the initial test and \$25 for each retest.

ADDENDUM
PHYSICAL EXAMINATION AND IMMUNIZATION RECORDS

In order to comply with the Texas Administrative Code (Title 25 Health Services, Rules 97.61-97.72) regarding immunization records for students enrolled in health-related programs, the following guidelines are now in force for applicants to El Centro College Health Occupations programs. Health Occupations program applicants must present the following documentation with their application materials:

I. Physical Examination and Immunization Record Form

A physical examination and immunization record form is included with each program information packet. The completed physical form verified by a physician or nurse practitioner will document:

- the applicant's physical examination results which must be dated less than nine (9) months prior to the applicant's anticipated entry to the health occupations program; and,
- dates of all required immunizations and/or date of a positive titer result for each.

NOTE: If immunization records have been recorded on separate documentation such as a hospital printout, health department card, office call invoice, etc., a clear photocopy of that documentation may be attached to the Physical Examination and Immunization Record form.

A. Physical Examination

The physical examination form must be completed by a physician or nurse practitioner and documents the applicant's medical history, health questionnaire, and results of a general physical examination.

B. Tuberculosis Screening

An intradermal PPD (Mantoux) "skin" test is required for all applicants. The PPD must be current within nine (9) months of the applicant's anticipated entry into a health occupations program. When accepted to a health occupations program, a student must repeat the PPD every twelve (12) months for the duration of his/her enrollment in the program.

If the PPD indicates a positive reaction, documentation must indicate the induration of the test site and the applicant must also obtain a chest x-ray verifying the absence of active disease. The chest x-ray must be current within one year of program entry. The chest x-ray will then be valid for two (2) years while the student is enrolled in the program. Individuals with a history of tuberculosis or positive PPD results should obtain a chest x-ray rather than the PPD.

C. Immunizations

An applicant must have completed the immunizations indicated below according to the indicated guidelines and schedules. Documentation of a titer (blood test) *with specific lab values* verifying immunity or seropositivity is also acceptable for Measles, Mumps, Rubella, Varicella and Hepatitis B.

1. Measles – Two (2) doses of measles vaccine is required either in a separate injection or in combination with mumps and rubella ("MMR"). Both measles immunizations must have been received after January 1, 1968. Individuals who were born prior to 01/01/57 are exempt from the measles immunization requirements.
2. Mumps – One (1) dose of mumps vaccine is required either in a separate injection or in combination with measles and rubella ("MMR"). Individuals who were born prior to 01/01/57 are exempt from the mumps immunization requirement.
3. Rubella – One (1) dose of rubella vaccine is required either in a separate injection or in combination with measles and mumps ("MMR"). Individuals born prior to 01/01/57 ***are not*** exempt from the rubella immunization requirement.
4. Tetanus/diphtheria – One (1) dose of T/d is required within the past ten (10) years.
5. Varicella (chickenpox) – Two (2) doses of varicella vaccine are required. However, if one dose was received before the age of 13, only one dose is required. Individuals who have a history of varicella disease may present a ***notarized statement*** signed by his/her parent, guardian, physician, or school nurse as verification of varicella immunity.

6. Hepatitis B series – Three (3) doses of Hepatitis B vaccine are required per the timetable below:

Initial dose
2nd dose one month after the initial dose
3rd dose five months after the second dose

If an applicant fails to adhere to the above schedule, the series must be restarted with a first dose.

NOTE: If an individual has received the first two Hepatitis B injections with the third and final injection scheduled after an application filing deadline, the individual may submit their application materials, including the physical exam form and all other immunizations provided the third injection is completed on schedule with documentation forwarded immediately to the Health Occupations Admissions Office.

II. Exceptions

Exceptions from meeting certain immunizations requirements are allowed for such circumstances as medical conditions (i.e. pregnancy), religious beliefs, etc. Applicants must present documentation as indicated below. Requests for exceptions are reviewed on an individual basis.

A. Medical Exceptions

The applicant must present a statement signed by their physician with personal knowledge of the applicant's medical history. The statement must indicate in detail that a specific vaccine poses a significant health risk to the individual. If the statement requests exemption from the Hepatitis B series, the applicant must also complete a separate waiver form (available in the El Centro College Health Occupations Admissions Office) to accompany the physician's statement.

Unless the statement specifies that a lifelong condition exists, the exemption is valid for one year only from the date of the signed statement. The signed statement must be submitted with the applicant's Physical Examination and Immunization Record form.

B. Exceptions Based on Religious Belief/Reasons of Conscience

The applicant must obtain an Exclusion Affidavit from the Texas Department of State Health Services by submitting a written request and including the applicant's full name and date of birth. The written request must be mailed to the following agency:

Texas Department of State Health Services
Bureau of Immunization and Pharmacy Support
1100 West 49th Street
Austin Texas 78756

The affidavit form will be mailed to the applicant who must complete and sign the form which must include the basis for the exception. The affidavit will be valid for a two-year period. The signed affidavit must be submitted with the applicant's Physical Examination and Immunization Record form.

III. El Centro College Health Center Services

The El Centro College Health Center offers the PPD tuberculosis screening and many of the required immunizations at a reduced cost. Please call 214-860-2113 to make an appointment for immunizations. Chest x-rays and physical exams are not provided at the El Centro College Health Center.

Applicants are responsible for retaining a photocopy of all physical exam and immunization documentation for their personal records. Once this documentation is submitted and an applicant is accepted to a Health Occupations program, the documentation will not be returned to nor photocopied for the applicant.

IMMUNIZATION RECORD AND PHYSICAL EXAM FORM

Once submitted, this document and any immunization or lab result attachments are considered official student records and will not be returned or photocopied for the student's use. Students should photocopy this form and any attachments to retain with their personal records.

SOCIAL SECURITY NO. _____ / _____ / _____ DATE _____

NAME _____ BIRTHDATE _____

_____ Last First Middle I.
Month/Day/Year

ADDRESS _____
Street City and State

ZIP _____

TELEPHONE () _____ () _____
Home Business/Cell

I am applying to the _____
Program.

HEALTH QUESTIONNAIRE - (To be completed by the applicant)

Do you have any physical limitations which would affect your ability to lift, turn, or transfer patients? Yes ___ No ___

Do you have any limitations in use of your senses, such as in sight or hearing, which would limit your ability to practice a health profession? Yes ___ No ___

Do you have any other condition which might interfere with your ability to practice a health profession? Yes ___ No ___

If you have answered "yes" to any of the above, please explain your limitations in detail on a separate sheet of paper.

List any medications you have been taking on a regular or frequent basis during the past year.

TUBERCULOSIS SCREENING

Documentation requires a physician's signature or verification from the Health Center.

Intradermal PPD (Mantoux) - within nine (9) months unless previously positive

Date _____ Results _____

Physician's Signature

Chest x-ray - within one (1) year if PPD positive (Must also include positive PPD verification above.)

Date _____ Results _____

Physician's Signature

PHYSICAL EXAMINATION (cont.)

Normal	Check each item in appropriate column	Abnormal	Describe every abnormality in detail (attach sheet if necessary)
	Eyes - ears - nose - throat		
	Mouth - teeth - neck		
	Thyroid		
	Heart and vascular		
	Lungs		
	Abdomen and viscera		
	Hernia		
	Scars		
	Back, vertebrae		
	Genitalia		
	Pelvis with Pap Smear (optional)		
	Rectal, anus (optional)		
	Extremities		
	Skin		
	Neurological		

LABORATORY DATA: Specific lab findings, when necessary for diagnostic purposes.

<u>Name of Test</u>	<u>Results</u>
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PHYSICIAN RECOMMENDATION

Based upon your physical examination, is the applicant free of any restrictions in his/her ability to turn and/or move heavy objects? If "no," please describe: Yes ____ No ____

Is the applicant able to see and hear adequately to practice a health care profession? If "no," please explain: Yes ____ No ____

Is the applicant free of any pathological conditions either physical or mental which would interfere with the practice of a health profession? If "no," please describe: Yes ____ No ____

Signature of Physician or Nurse Practitioner

Date

Printed Name of Physician or Nurse Practitioner

Address of Physician or Nurse Practitioner

**EL CENTRO COLLEGE
CENTER FOR ALLIED HEALTH AND NURSING
HEALTH OCCUPATIONS EDUCATIONAL/DEGREE PLAN REQUEST**

PLEASE PRINT

Student ID Number/Social Security Number _____

Last Name First Name Maiden/Other

Street Address Apt.

City State Zip Code

Home Phone Cell/Other Business Phone

Email Address

I am requesting an educational/degree plan for the _____ program.

I understand that I must attach official transcripts from all the colleges and universities I have attended (list below) along with *catalog course descriptions for courses completed outside the Dallas County Community College District* which apply to the above program curriculum and for which I am requesting transfer credit.

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____

I acknowledge that I will be notified via email when my Educational/Degree Plan is ready for pickup.

**NOTE: PLEASE ALLOW TWO (2) WEEKS FOR EDUCATIONAL/DEGREE PLANS TO BE PROCESSED.
Official degree plans are only available for students who are enrolled in a Health Occupations program.**

Student Signature _____ Date _____

=====

HOAO Use Only Processed by _____ Date _____

Mailing Address: Patsy Jones-Strawther
Degree Audit Specialist
Health Occupations Admissions Office
El Centro College/ Paramount
801 Main Street
Dallas TX 75202-3604

Physical Address: El Centro College
Center for Allied Health and Nursing
Health Occupations Admissions
Room P-101
301 North Market Street
Dallas TX 75202

"Imagine Possibilities"



HESI A² TEST REFERRAL FORM

Valid only for testing at the El Centro College Assessment Center

FOLLOW THESE INSTRUCTIONS CAREFULLY

HESI A² testing at the El Centro College Assessment Center is **by appointment** only. The calendar of HESI A² testing appointments dates and times for the El Centro College Assessment Center are posted at <http://ElCentroCollege.edu/StudentServices/AssessmentCenter/Calendar.asp> or at the El Centro College Assessment Center (Room A-152). **Verify that appointment slots are available for the day you wish to test BEFORE you pay for the test.**

To schedule your appointment, follow this procedure:

- Take this referral form to the El Centro College Cashiers Office (2nd floor, Room A-244) to pay your \$25.00 HESI A² test fee and obtain a payment receipt.
- Present the payment receipt, this referral form, and a valid photo ID to the El Centro College Assessment Center (Room A-152) to make your appointment. **Appointment slots may be limited during peak testing times. Do not expect to test the same day that you make your testing appointment.**
- On the day of your testing appointment, you should **arrive at least 15 minutes before** your appointment time. Present your photo ID to the Assessment Center to be seated for your test. **If you arrive after your appointment time, you will be not seated and you will lose your appointment slot.** Your scores will be available immediately following the test.

POSSESSION OF THIS REFERRAL FORM DOES NOT GUARANTEE YOU HESI A² TESTING APPOINTMENT.

FOR EL CENTRO ASSESSMENT CENTER USE ONLY

NAME _____ DCCCD ID # _____

APPOINTMENT DATE _____ APPOINTMENT TIME _____

----- CUT HERE -----

KEEP THIS PORTION AS A REMINDER OF YOUR TESTING APPOINTMENT AT EL CENTRO.

NAME _____ DCCCD ID # _____

MY APPOINTMENT DATE _____ MY APPOINTMENT TIME _____