

POLICY G3 Program Length (Certificate)

Policy Name: Program Length
Policy Category & Number: G3
Person Responsible: Program Coordinator
Approved by: Dean
Effective Date: April 5, 2022
Version: 2.0
Policy Status: Approved

I. Policy:

It is the policy of Bon Secours St. Mary's Hospital School of Medical Imaging (SOMI) to identify to the public the length of the Radiologic Technology certificate program.

II. Purpose:

The purpose of this policy is to identify the academic credit hours for SOMI.

III. Scope:

This policy applies to all students, faculty, and staff at SOMI.

IV. Policy Details:

Bon Secours St. Mary's Hospital School of Medical Imaging offers a residential 18-month (approximately 72 weeks) certificate program in Radiologic Technology. The program consists of four 16-week semesters and one 8-week semester. Program hours of operation are Monday–Friday, 8 a.m. to 4:30 p.m., except for 4 weeks of evening clinical rotations during the 4th and/or 5th semesters.

- Two weeks of 1:00pm - 9:30pm at a hospital site.
- Two weeks of 2:00pm - 10:00pm at a KidMed Pediatric Urgent Care Center.

The curriculum consists of didactic, lab (practical), and clinical (practicum) components. Total program hours will not exceed 40 hours per week.

Credit/Credit Hours Conversion Chart

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Curriculum	Didactic Credits	Clinical/Practicum Credits	Lab/Practical Credits	Total Credits
Semester 1 (16 weeks)	9	4	2	15
Semester 2 (16 weeks)	9	4	2	15
Semester 3 (16 weeks)	9	6	1	16
Semester 4 (16 weeks)	7	6	2	15
Semester 5 (8 weeks)	5	3	1	9
TOTALS	39	23	8	70

Credit/Credit Hour: The number of credits awarded for a given course is determined by the number of lecture, lab, and/or clinical hours spent in instruction.

The following formula is used to calculate credit hours:

One semester credit is equal to:

- One hour of lecture per week for a semester or the equivalent number of hours.
- Two hours of lab per week for a semester or the equivalent number of hours.
- For every sixty-four (64) hours in the clinical setting (practicum), a student will be awarded one (1) credit hour.

Academic Calendar: The 18-month residential program (approximately 72 weeks) is delivered in four standard semesters (Fall, Spring, Summer, and Fall) with a final Spring semester of eight weeks.

A standard semester = 15 weeks plus a final examination period.

V. Definitions:

Academic Credit Hour – The School’s definition of credit hour is congruent with requirements of the U.S. Department of Education.

A **Credit Hour** is:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out of class student work each week for approximately fifteen weeks

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for one semester, or the equivalent amount of work over a different amount of time; or

2. At least an equivalent amount of work of this definition for other academic activities including simulation and skill laboratory work (practice and check-off), clinical experiences, projects, and focus sheets.

The program does not allow early release of students. However, students can transfer in coursework. Please refer to the policy G11 Transfer Credits.

Students are required to complete the entire program or transfer in equivalent coursework to be eligible for a certificate.

Maximum time allotted for students to complete the Radiologic Technology program is 27 months.

VI. Attachments:

N/A

VII. Related Policies:

G11 – Transfer Credits (Certificate)

VIII. Disclaimers:

a. Nothing in this policy creates a contractual relationship between Bon Secours St. Mary's Hospital School of Medical Imaging (SOMI) and any party. SOMI, in its sole discretions, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

IX. Version Control:

Version	Date	Description	Prepared by
1.0	6/5/2021	New Template & Revisions	Dean
2.0	4/5/2022	Revisions	Dean