



Spring 2025



Application
Process Directions



RTE 1001

It is the applicant's responsibility to know the deadlines and criteria for the Rad Tech Application each year. The RTE 1001 application is now a link located on the Rad Tech webpage. Once you open the link, you have access to your application for 30 days to make changes or add documentation prior to turning it in.

TO BE ELIGIBLE TO APPLY FOR RTE 1001 YOU MUST:

- Apply to Aims if you have not attended Aims within the last 3 semesters.
- Review the Rad Tech Informational PowerPoint between April 1 and September 29, 2024 and retain the correct authorization codes to submit with your online application (this was updated in late March with new information and new codes – students will be required to submit accurate codes into their RTE 1001 application submission for consideration.
- Complete all RTE pre-application coursework (or acceptable test substitutes) with a letter grade of “C” or higher by the end of summer semester 2024. Please note, the students accepted into RTE 1001 the last 3 years have had an average GPA of 3.67. If your GPA is too low, you will not be competitive with these applicants.
- Have all official transcripts from outside institutions evaluated and applied to your Aims student record before September 30, 2024. Have official transcripts sent to transfer@aims.edu for evaluation. Please note that the state allows 30 business days for institutions to evaluate transcripts and failure to submit transcripts may render your application incomplete. Incomplete applications will not be processed.

REQUIRED PREAPPLICATION COURSEWORK:

- BIO 1006 OR both BIO 2101 *AND* 2102 (expires 7 years from application submission date)
 - If you choose to NOT take BIO 1006 then BIO 2101 and BIO 2102 must both be completed successfully to fulfill the BIO 1006 requirement. The higher grade of the 2 classes will be used for grade GPA calculations.
- COM 1250
- ENG 1021 OR 1022 OR 1031
- HPR 1040 (or HPR 178 for 3 credits ONLY, less than 3 credits will NOT be accepted)
- MAT 1140 OR higher MAT 1120, 1150, 1160, 1220, 1230, 1240, 1260, 1340, 1400, 1420, 2410, 2420, 2430 (expires 10 years from application date)
- PSY 2440 (will only accept PSY 101 if taken prior to January 2018)

COURSE CHALLENGES

- A student may challenge a course for which the student believes they have prior training adequate to meet the course requirements. Only certain courses, as identified by individual divisions, are available for this option.

<https://www.aims.edu/system/files/resource/pla-challenge-exam-portfolio-form.pdf>

- All course challenge exams (Accuplacer, CLEP, DAN TES, etc.) must be completed AND scored before by the end of summer 2024.
- Faculty may have deadlines in which they will allow a student to test, so reach out to the department early so reasonable accommodations can be made. A student's lack of planning will not be an excuse for not meeting application requirements or deadlines.
- Your test score report must be included in your application submission. Please note, that if you are not currently enrolled in classes at Aims in the semester in which you course challenged, your test scores will not be added to your transcript until after you successfully pass RTE 1001.
- Applicants **MUST** have at least 3 prerequisite coursework classes with earned grades in order to determine GPA and ranking for admittance to RTE 1001.

REQUIRED APPLICATION MATERIAL

- Critical Thinking Assignment
- Unofficial Transcripts showing required pre-application courses (Aims Workday printout with visible name is accepted).
 - Your GPA score will be calculated utilizing all required courses.
 - If you have taken multiple English classes or Math classes that would meet the minimum requirements, please input the class with the highest grade earned into the application, so that your ranking is higher.
 - If you have completed a course challenge, Dantes, CLEP, Accuplacer, etc, please submit the paperwork you received from the testing center or department chair showing that you passed/ your score.
- Documentation of at least ONE Hepatitis B vaccination or titer proving immunity. Hepatitis B is a series of 2-3 injections given over a 6-month period. Eventually, all injections will be completed before the Fall 2025 RTE program start so plan accordingly. If you have had the Hepatitis B vaccinations, but cannot provide proof, you must submit a blood titer showing immunity. Screenshots from health applications will not be acceptable forms of documentation.

OPTIONAL APPLICATION MATERIAL

Direct Patient Care Experience – applicants may submit ONE of the following as proof of medical experience for an additional 0.5 point on their application.

- Proof of successful completion of a degree or certificate in Allied Health that included a minimum of 30 clinical hours in patient care. (Students must provide an unofficial transcript and/or certificate of completion with clinical hours completed to satisfy this requirement). You do not need to be working in that field currently to receive credit.
- Proof of more than one year paid direct patient care (beyond administrative duties). Typically this would include helping patients with activities of daily living (feeding, bathing, toileting, dressing, etc). Students must provide a letter from the supervisor or manager attesting to this employment, written on official letterhead and providing a direct telephone number or email for verification purposes. You **DO NOT** need to be currently working this job to get credit.

POINT CALCULATION/RANKING

GPA is calculated on a 4-point scale. For example, if you have a 3.25 GPA, you will receive $3.25/4$ points on your ranking. Please note, the students accepted into RTE 1001 the last 3 years have had an average GPA of 3.67. If your GPA is too low, you will not be competitive with these applicants.

The maximum number of points a student can earn on the critical thinking assignment is 5 points. We have 3 separate instructors grade assignments individually, and the scores are averaged to give students a final score.

If a student has previous direct patient care experience that meets the qualifications, an extra $\frac{1}{2}$ point will be given to those applicants.

Applicants lose points for not following the directions ($-1/2$ point/each error)

Total points possible for Ranking = 9.5

APPLICATION SUBMISSION DIRECTIONS

- Please complete the application from the link on the website (Points may be deducted from the application score for information that is entered incorrectly; Aims email address MUST be used for application submission).
- Application Materials may **ONLY** be submitted between the first and last days of September 2024. The applications will be processed in the order they are received, based on the application timestamp. We will not process any applications that are submitted in any other month.
- You will receive an email confirmation directly after you submit your application. This email response will just confirm that we received your application, NOT that your application was complete, eligible, or processed.
- If students do not receive a confirmation email, it is their responsibility to reach out to ask whether their application was received by the deadline of September 30, 2024 to Rad.Tech@aims.edu.
- All applicants will receive emails to their Aims email address at the end of October letting them know whether they were accepted into the RTE 1001 spring 2025 class. Those accepted will be required to attend a Mandatory Orientation in late November or early December. Details will be included in your acceptance letter.
- If you are missing information, information is found to be incorrect or incomplete, your application will be considered ineligible and it will not be processed.

REQUIRED APPLICATION UPLOADS

- Unofficial transcripts with required Pre-Application coursework from ALL institutions (including Aims). The OFFICIAL transcript sent to Aims are not sufficient – transcripts must also be included in the application for GPA to be determined (if your Transcript shows a “T” for transferred, instead of a letter grade, we will not be able to rank you and therefore your application will be ineligible.
- Accuplacer, Dantes, CLEP, or Challenge Course score reports if you are using these items as documented proof of knowledge instead of a transcript.
- Critical Thinking Assignment
- Documentation of at least ONE Hepatitis B vaccination or titer proving immunity
- Direct Patient Care Experience documentation is optional.
- ***Failure to submit all required uploads will deem your application incomplete. Incomplete applications will not be processed. Students may apply during the next cycle with a new application. No application material will be saved by the department.

IMPORTANT NOTES

- Allied Health Advisors and/or Rad Tech staff are NOT permitted to review application materials.
- Students must be at least 18 years old at the start of the RTE Program.
- A background check and drug screen will be conducted once a student is accepted into the Rad Tech Program. Please review our disqualifying offenses listed on the website before you apply. Please note, if you do not pass your background check OR drug screen (for any reason), you will not be able to continue in the program. Although Marijuana may be legal in Colorado, it will be a disqualifying offense due to students working with patients in clinical settings.



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Please contact your Allied Health Advisor 970-339-6443 for guidance.

1. You may choose to retake coursework for a higher grade to increase your GPA.
2. You may want to consider getting direct patient care experience for an extra ½ point boost on your application score.
3. If you had a high GPA and direct patient care experience, that means you didn't do well on your critical thinking assignment.

If you apply
to RTE 1001
and do not
get invited...

Here are some
options to increase
your ranking for next
year's application
cycle.