

CONEMAUGH SCHOOL OF RADIOLOGIC TECHNOLOGY

TRANSFER COURSEWORK

Students graduating from the Conemaugh School of Radiologic Technology program will receive a certificate in Radiologic Technology from Conemaugh Hospital and an Associate Degree in Health Professions from Pennsylvania Highlands Community College (PHCC). **In order to fulfill the Associate Degree requirements of the program, students must complete 32 credits of PHCC coursework.** Please be advised that if a student transfers coursework from another institution completion of additional credits may need to be completed in order to fulfill the 32 credits requirement of PHCC. If the student would need additional credits to complete the 32 credit requirement of PHCC, the student would have the option to repeat the course requested to be transferred into the curriculum plan during its regularly scheduled term in the program. Repeating coursework could impact financial aid. Students **must** meet with the Financial Aid Director before electing to repeat any transferred coursework.

If the student chooses **not** to repeat the approved transferred course to the academic transcript, then elective PHCC coursework **must** be completed. Certain provisions would apply:

1. Elective courses **must** be approved by the Conemaugh School of Radiologic Technology Program Director.
2. Elective courses must be completed during semester in which the transfer course was scheduled. For example, if the transferred course was scheduled to be completed in Spring 2016, the elective course would be required to be completed in Spring 2016.
3. The requirements for program progression apply to all coursework, including elective courses. Students must earn a “C” grade or better to maintain academic progress and remain in good academic standing. Students who do not meet the “C” requirement in an elective course will not meet the requirements for program progression and will be withdrawn from the program.

It is imperative that transcripts are sent to the Conemaugh School of Radiologic Technology immediately after grades are posted for completed coursework. After transcript evaluation, students that need to repeat coursework or complete elective credits will be notified and scheduled to meet with the Program Director and Financial Aid Office. If you have any questions of concerns, contact the School or the Financial Aid Office.

Applicant Signature

Date