

RADIOLOGIC TECHNOLOGY PROGRAM APPLICATION INSTRUCTIONS

Application Deadline: March 1st by 11:59pm PST

Our Radiologic Technology Application is now available online. Please make sure to give yourself enough time to read through the instructions so that you are able to submit a complete application by the deadline.

Please follow the instructions below to ensure completion of your Radiologic Technology Application

Before you apply

1. Please visit the Radiologic Technology website and read the available information.

[Radiologic Technology Program Website](#) <-- click here

2. In order to apply to the Radiologic Technology Program, you must obtain a campus wide identification number (CWID). If you don't have a CWID, you may obtain one by submitting an application to Foothill College, at no cost to you. For more information on how to do this, please visit Foothill College Registration Website:

[Foothill College's Registration Website](#) <-- click here

Application Requirements

3. Make sure you're ready and eligible to apply by reviewing all of the program prerequisites and requirements. Be sure to review the sample application to get a thorough understanding of what to expect once you open up your official application.

[Program Prerequisites](#) <-- click here

Required Documents: Please obtain the following documents

Official Electronic Transcripts (e-transcripts) from **ALL** colleges attended. If you have prerequisite coursework completed from Foothill College or De Anza College you must enter the coursework where appropriate on application. We can verify your successful completion of that coursework internally. Official Foothill College and/or De Anza College transcripts are not required.

Additional Documents: Please include the following required documents, if applicable:

- **RT200L Approved** petition (see **Prerequisites** for this exception)
- Documentation of completion of CSU or IGETC General education
- Math Placement Test result

Transcripts

All transcripts are due by the application deadline, March 1st. Transcripts from Foothill and De Anza colleges do not need to be ordered. If you applied previously, and we received all your college transcripts, you do not need to submit new official electronic transcripts to Foothill College Admissions & Records unless you have completed new coursework.

For all new students or previous applicants with new coursework, request college transcripts from the colleges you've attended. Typically, registrar offices or registration departments at the corresponding college will assist you with this. Please note that unofficial copies will not be accepted and may automatically disqualify you. **You must request that electronic transcripts or e-transcripts be sent to Foothill College Admissions and Records at: fhtranscripts@fhda.edu.** If your school doesn't offer this option, please mail official unsealed transcripts to:

Admissions and Records
RT Program
Foothill College
12345 El Monte Road
Los Altos Hills, CA 94022

Please note that if you received an Associate's Degree from a California Community College and/or Bachelor's degree from a UC or CSU, completion of your General Education requirements will be waived. Waiver does not include prerequisites.

You will need to submit a Petition Form for equivalency through our counseling division if you have completed prerequisite coursework outside of Foothill College, and the coursework you have completed is **not** included in the RT Equivalency or FH Transfer Equivalency guides. If this is the case; please download the petition form, fill it out, include documentation supporting your petition, and make an appointment with a Foothill College counselor. The counselor will determine whether or not your course meets equivalency.

Please note: the deadline to petition **for RT200L** is Dec. 1st by noon. No petitions will be considered for RT200L after Dec. 1st, noon. Please contact Rachele Campbell at campbellrachele@fhda.edu regarding RT200L and to request the RT 200L Petition Form.

[Radiologic Technology Equivalency Chart](#) <-- click here

[FH College Transfer Equivalency Guide](#) <-- click here

[Petition Form](#) <-- click here

[Foothill College Counseling](#) <-- click here

If you cannot obtain any of the required documents, please attach a letter of explanation to your application.

Please see our **Sample Radiologic Technology Program Application**. You may use it as a tool to help you successfully complete application information when you apply. Please the link below and select **item #3**.

[Radiologic Technology Application Process](#) <-- click here

Scanning and Saving Required Documents

- Please save the required documents (listed above) to the computer you intend to use, when applying. We recommend that you put together a file with all of these documents, so that they can be easily accessed while you're completing your application. Please note that you will only be allowed three attachments. As a result, all documents must be uploaded as a maximum of three files. For assistance on how to scan documents into one file, combine multiple files into one file and save files into one folder or other alternative options, please visit the Foothill College's ASFC Smart Shop:

[ASFC Smart Shop](#) <-- click here

Begin your application

- When you are ready to enter your information to the Radiologic Technology program application, this is where you will locate it:

[My Portal](#) <-- click here

- Log into [My Portal](#).
- Click on the **Students** tab.
- Find the Allied Health App.
- Click the Apply link.
- Fill out and complete your Radiologic Technology Application. Your application progress will be saved until the deadline. You will receive an email after you've begun your application, that will be sent to the email displayed on your application.
- Attach all required documents by clicking on the designated boxes with a red asterisk *. After you click, you will be asked to choose from your saved files to upload.

Radiologic Technology Application Checklist

✓	Please make a ✓ or attach the documents in the available box/es to insure you have completed everything in your application. Note: the documents you upload must be PDF files.
* <input type="checkbox"/>	I fully read the Radiologic Technology Online Application Instructions before applying. (Required)
* <input type="checkbox"/>	I accurately filled the Radiologic Technology Online Application and meet the Technical Standards. (Required)

Submitting your application

12. When you are ready, submit your program application by signing it electronically. You will not be able to complete this, until you have filled all of the required sections. No changes will be permitted after you've signed the application.

Applicants may submit one Radiologic Technology application per year.

Please make sure to review your application thoroughly. Accuracy is vital.

My signature verifies the accuracy of my application:

 <small>Danilo Abad (Jul 27, 2017)</small>	Danilo Abad	Jul 27, 2017
Signature	Printed Name	Date

I agree to the [Terms of Use](#) and [Consumer Disclosure](#) of this document

[Click to Sign](#)

13. You will be receiving an email, with an attached copy of your signed application, confirming that you've successfully submitted your application. The email will be sent to the email linked to your MyPortal account. If you do not receive a confirming e-mail within 24-hours, please log back into My Portal to review and re-submit the application.

Program Application deadline: **March 1st**, by **11:59pm PST**