

ACADEMIC POLICIES AND GRADING SYSTEM

The grading scale as adopted by the Board of Education:

- A = 93-100
- B = 85-92
- C = 78-84
- D = 70-77
- F = 69 and below



NOTE: Students must receive a minimum of a C or a 78% average to pass the Radiologic Technology didactic courses. Students must also pass clinical courses with a minimum of a B or 80% average on a ten point grading scale. Students are required to maintain a 78% average in each didactic course taught to pass levels in each Semester and 80%, for each clinical course for each semester during their 22 month training period. If at any time during the courses, the student's grade falls below 78% for didactic or 80% for clinical, the student will be notified of this and placed on Academic Probation. If a final exam brings GPA below the 78% in didactic courses or 80% in clinical courses, then the student will be dismissed from the program, regardless of prior probationary status. Students will be notified of their GPA prior to taking a final exam. (See probation specifics in Radiologic Technology Student Handbook)

1. Assignments turned in by students 1 day late results in 10 points loss per day up to 1 week of that assignment grade. Late assignments, in excess of 1 week (7 consecutive days to include the weekend) will result in a "0" for that assignment grade.
2. If student is absent the day that assignments are made, it is the student's responsibility to contact instructor to review material covered during class or clinical and receive assignment, exams, or worksheets given.
3. Exams should be made up immediately upon return to campus class, unless advanced arrangements have been made with instructor with justifiable documentation, to take exam within one week of missed examination. Any student missing an exam or assignment must provide justifiable written documentation prior to making up the exam or assignment or a letter grade (i.e.: 7 points) will be deducted from the makeup exam. If student fails to make up the exam during the specified time frame, it will result in a "0" for that exam grade. (It is the student's responsibility to make arrangements with the instructor for examination makeups.)
4. If at any time during a course, the student's GPA falls below 78%, or the student's clinical course GPA falls below 80%, the student will be notified of this and placed on academic probation.
5. Academic probation is used to provide the student with extra credit work, (20 points maximum) one time per semester per each course, in order to gain knowledge and experience necessary in deficient radiology concepts to raise his/her grade up to the required academic standard of the 78% didactic GPA and/or 80% clinical GPA, but not to exceed the 78% or 80% respectively.
6. Specific requirements, during a counseling session, of the academic probation, will be given to the student in writing. The student will be solely responsible for contacting instructors and getting extra credit work, scheduling of tutoring, individual instruction and verifying the time period for improving his/her grade. The academic probation is in place to encourage students to seek extra help from instructor to continue improving future exam or assignment grades.
7. Extra credit work must be turned in within two weeks after the written academic probation counsel, or student will forfeit points.
8. If the final exam brings a student's final academic GPA below the 78% in a course, or 80% in the clinical course, then the student will be recommended for dismissal from the Radiologic Technology Program, regardless of prior probationary status.
9. Clinical competencies established must be maintained at 100% to pass levels in each semester. The specific mandatory and elective clinical competencies established by the ARRT, clinical education settings and the program can be found in the Student Clinical Handbook.
10. If a student does not maintain competencies for the established semester the student will be put on clinical probation until competencies are reached in the next following semester. Failure to meet the competency requirements at the end of the following semester will result in student dismissal from the program.
11. Students will be notified of their academic didactic and clinical GPA throughout courses taken posted online, midterm counseling and a counseling session one week prior to taking the final exam in a course or towards the last quarter of a semester in reference to clinical grades, plus competencies and is available to students through the program director's or clinical coordinator's office at the request of the students.
12. Disciplinary advisement is conducted through the program faculty offices, depending upon where the unacceptable behavior took place. Certain behaviors are considered unacceptable and detrimental to the overall objectives of the program and are included within the Radiologic Program handbook. Please refer to G. Standards of Conduct and Disciplinary Policies and Procedures.
13. The Radiologic Program and Clinical Handbooks are available for public viewing at www.greatplains.edu/rad.
14. At the end of the academic didactic, clinical, or disciplinary probation period, students not meeting the minimum standards established in the written counseling may be recommended for dismissal from the program.

In the untimely event that the Program Director would die, have emergency sickness, leaves, or is fired from the institution the program maintains a Master Plan of Education that would allow for continuity among and documentation of all aspects of the program. The Master Plan provides information needed to understand the program and its operations for new faculty and/or leadership to the program and includes course syllabi and program policies and procedures.