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Radiography

Portfolio

RCSJ.edu

3322 College Drive, Vineland, NJ 08360

Portfolio Deadline

Portfolios Will Be Accepted: *January 2, 2025 — February 28, 2025*

Portfolio Deadline: *5:00 p.m., Friday, February 28, 2025*

All Admission Decisions Sent on or about: *Friday, April 4, 2025*

All admission decisions will be sent to the **student's RCSJ Cumberland Campus email address**. Applicants should ensure they have access to this email account prior to submission of the portfolio. **All admission decisions are final.**

To confirm acceptance, a \$100 non-refundable tuition deposit and evidence of a complete criminal history background check (CHBC) and urine drug screen will be due within two weeks after the notification date. The offer of acceptance will be rescinded if the deposit, CHBC and urine drug screen are not received by the due date.

How to Submit Your Complete Portfolio

All applicants to the Radiography Program must review the 2025 Radiography Admissions Handbook **before** completing the portfolio. The Admissions Handbook contains all current policies and procedures for submitting a complete portfolio.

Complete Radiography Portfolios may be submitted at any time from January 2, 2025 until 5:00 p.m. February 28, 2025. **Complete portfolios can be submitted either in-person to the Cumberland Admissions Office or by mail. Electronic submissions of portfolios are not accepted.**

Once submitted, the portfolio is a final document and property of the College. Students cannot add, edit, or remove documentation from their portfolio after submission. Portfolios will not be reviewed by RCSJ Staff for completion prior to submission.

Compile all required documentation in a large manila envelope. Do not use file folders, binders, folders with sheet protectors, or mailing envelopes. Your portfolio should be able to be sealed with all documents inside. Manila envelopes can be found at most stationery stores, wholesale retailers (ex. Walmart or Target), and post offices.

Write on the front of the manila envelope:

- Student's Name
- RCSJ Student ID number
- 2025 Radiography Portfolio
- Date submitted and initialed

If mailing the portfolio, please use the address below:

Rowan College of South Jersey
Cumberland Campus
ATTN: Selective Admissions Radiography Portfolio
3322 College Drive, Vineland, NJ 08360

A complete Radiography Portfolio means it contains all required documents listed on the program checklist and all general and selective admission requirements have been satisfied. If these conditions are not fulfilled, your file will be **incomplete** and not considered for admission to the program.

The document order of the portfolio should follow the document order of the checklist, on the next page. If a requirement listed is not applicable to you, it does not need to be included in the portfolio.

Applicants should contact Cumberland Admissions with any questions on whether a document needs to be included **prior** to submission of their Radiography Program Portfolio.

2025 Radiography Portfolio Checklist

Complete the following sections and include each document in your large manila envelope. Check each box as you include the document. The order of the portfolio should match the order of the checklist. **Do not** staple, paper clip, or binder clip pages together. Please type or print clearly. **Use blue or black ink if handwriting application.**

Part I: Required Forms:

All forms must be completed and signed (where necessary) by the applicant before submission.

- 2025 Radiography Portfolio Checklist
- 2025 Radiography Application
- General Admission Completion Form – signed by *both* Admissions and applicant
- 2025 Radiography Portfolio Submission Agreement
- 2025 Radiography Information Session Proof of Attendance
Date Attended: ____/____/____
- 2025 Radiography Admission Ranking Scoresheet

Part II: Required Transcripts and Score Reports:

Official HESI Score Report

Must be in sealed envelope from RCSJ Testing Center. Unofficial scores printed by the student are **not** acceptable.

Exam Date: ____/____/____ Critical Thinking Score: _____

Mathematics Score: _____ Science Score: _____ English Score: _____

Unofficial RCSJ Transcript

Print directly from your RCSJ student portal.

N/A – I have never generated an academic record/taken a class at RCSJ. No transcript included.

Official College Transcripts

Write the name of each college where you generated an academic record and include an official transcript for each. Do not include RCSJ on this list.

<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____

Official High School Transcript

N/A – My high school transcript is on file with the Admissions Office AND I am using college level lab science(s) for admission ranking. No high school transcript included.

Verification of Instruction Method Form, provided for:

Anatomy & Physiology I

Anatomy & Physiology II

Both A&P I and A&P II are from RCSJ – Verification of Instruction Method Form not included

I have not taken college level Anatomy and Physiology I/II equivalent to RCSJ courses. The Verification of Instruction Method Form is not included.

2025 Radiography Application

This application is not the same as your general admission application. This application is submitted only after you have completed the general admission application to RCSJ Cumberland. *Please type or print clearly. Use blue or black ink if handwriting application.*

Applicant Information:

Legal Last Name: _____ Maiden/Other (If applicable): _____

First Name: _____ Middle Initial: _____ Date of Birth: _____ / _____ / _____

Sex: Male Female RCSJ Cumberland ID Number: _____ RCSJ Cumberland Email: _____

Address: _____

City: _____ State: _____ ZIP Code: _____ County: _____

Primary Phone Number: _____ Cell Phone Home Phone Work Phone
 Can leave a message/text Yes No

Alternate Phone Number: _____ Cell Phone Home Phone Work Phone
 Can leave a message/text Yes No

Education Information:

Please list below all high schools, vocational/technical schools, and colleges/universities attended, including RCSJ. This section needs to match the information on the portfolio checklist and in the student's current RCSJ student record.

Name of Institution:	Address:	Dates Attended:	Degree Received:
High School	City/State	Month/Year	
Vocational/Technical School	City/State	Month/Year	
College/University	City/State	Month/Year	
College/University	City/State	Month/Year	
College/University	City/State	Month/Year	
College/University	City/State	Month/Year	

The Board of Trustees is committed to providing a work and academic environment that maintains and promotes affirmative action and equal opportunity for all employees and students without discrimination on the basis of certain enumerated and protected categories. These categories are race, creed (religion), color, national origin, nationality, ancestry, age, sex (including pregnancy and sexual harassment), marital status, domestic partnership, or civil union status, affectional or sexual orientation, gender identity or expression, atypical hereditary cellular or blood trait, genetic information, liability for military service, or mental or physical disability, including AIDS and HIV-related illnesses. For questions concerning discrimination, contact Almarie J. Jones-Gloucester Campus, Vice President, Chief Diversity Officer, Diversity and Equity, Title IX and Compliance at 856-415-2154 or ajones@rcsj.edu; Nathaniel Alridge Jr, J.D.,-Cumberland Campus, Executive Director, Threat Assessment Management, Title IX, Diversity and Judicial Affairs at 856-498-9948 or nalridge@rcsj.edu. For disabilities, contact Carol Weinhardt-Gloucester Campus, Director Department of Special Services, ADAAA/504 Officer at 856-415-2247 or cweinhar@rcsj.edu, Meredith Vicente-Cumberland Campus, Senior Director, Accessibility and Support Services 856-200-4688 or mvicent1@rcsj.edu.

RCSJ General Admission Completion Form

Directions:

1. Complete the information requested in the Student Section (Name, ID number, signature, and date.)
2. Request an Admissions Office Staff Member to review your form in either of the following ways:
 - a. In-person in the Admissions Office. *No appointment needed!*
 - b. Scan the form and send it via email: *Admissions@cc.rcsj.edu* (Cumberland)
3. Admissions Office Staff Member will review, sign, and confirm successful completion of the general admission requirements with a colorful checkmark across the form.
4. Include completed form with checkmark in portfolio. **Requests made after the February 28, 2025 deadline will not be honored.**

Student Section:

Last Name: _____ First Name: _____ RCSJ ID: _____

I am submitting a portfolio for the **2025 Radiography Program** on the Cumberland Campus.

I request the Admissions Office to verify my general admission application (including application, high school completion credentials, and college level placement in reading, writing, and math) is complete.

I acknowledge that this form will be ready to be enclosed in the portfolio only after it is signed by an Admissions Office Staff Member and the applicant.

My signature acknowledges that I, the applicant to the Radiography Program, am solely responsible for ensuring I meet the general admission requirements **before** submitting a portfolio.

Student Signature: _____ Date: ____/____/____

RCSJ Admissions Office Section: **DO NOT COMPLETE - For Admissions Office Staff ONLY**

1. **General Application:** This applicant has a completed general admission application to the Cumberland Campus.

Yes No

2. **High School Completion Credentials:**

Preliminary high school transcript (*send final copy after graduation*)

Official high school transcript

Home school transcript

GED

Applicant is missing high school completion credentials.

3. **RCSJ Placement Test Status:** This applicant satisfied the RCSJ placement test or received a testing exemption in the following areas: (*Note: All three areas must be satisfied to submit a portfolio.*)

Reading

Writing

Math

Yes: _____

Yes: _____

Yes: _____

No: _____

No: _____

No: _____

Admissions Office Staff Member (required): _____ Date: : ____/____/____

2025 Radiography Portfolio Submission Agreement

Please read the following statements carefully

- I reviewed the Radiography Admissions Handbook posted on the RCSJ Selective Admissions website before completing my portfolio. I understand the contents of the document and adhere to all regulations, policies, and procedures contained within. I acknowledge and understand I am solely responsible for following the policies and procedures for the Selective Admissions process.
- I understand admission to the Radiography Program is not guaranteed, even if I meet or **exceed** all admissions ranking requirements.
- I acknowledge that the Radiography Program is specific to the Cumberland Campus and the Portfolio must be submitted to Rowan College South Jersey – Cumberland Campus Admissions Office by the designated due date and time.
- I understand that if I submit the portfolio to the Gloucester Campus, I will be disqualified for entry for the fall 2025 program.
- I certify that all documents and information provided by me are true, accurate and complete. Any misleading or false information may result in actions including, but not limited to, discipline, dismissal, or denial of application to all selective admission programs. In addition, I realize my acceptance may be revoked if I engage in behavior that questions my honesty, integrity, maturity, or ethical character.
- I further understand that once I submit this portfolio to the RCSJ Admissions Office, it is a final document and property of the College.
- I understand failure to include any required documentation will result in an incomplete portfolio and I will be ineligible for admission to the 2025 Radiography Program. **This includes omission of any college transcript.**
- The Buckley Amendment (Privacy Act) requires student permission before transferable college courses may be added to the student's academic record. I grant permission to the College to transfer any applicable courses and change my major course of study if I am accepted to the program.
- I understand I am solely responsible for the contents and completion of this portfolio. My signature below confirms I understand and agree to the statements above.

Print Name: _____

Signature: _____

RCSJ Student ID Number: _____ Date: ____ / ____ / ____

2025 Radiography Admission Ranking Scoresheet

55% - HESI (Health Education Systems Inc.) Exam Scores

The HESI Exam score report must be in a sealed envelope from the RCSJ Campus Testing Center where you took the exam. Unofficial results printed by the applicant will result in an incomplete portfolio.

(10%) Critical Thinking Overall Score: _____

(45% - Combined % for Science, English, & Math) Science Score: _____ English Score: _____ Mathematics Score: _____

25% — Lab Science Requirement

Choose **one** science option below to use for admission ranking. The science(s) must be taken from 2020-present, with a final letter grade of a “C” or higher. All letter grades will be verified on the official transcript(s) included in the portfolio.

Option I: Lab Biology AND Lab Chemistry

High school, college level, or a combination of the two.

College level BIO options: General Biology I, General Biology II, Human Biology, or equivalents

College level CHM options: General Chemistry I, General Chemistry II, Introductory Chemistry, or equivalents

Lab Biology

Course Name: _____ School/College: _____

Semester/Year Taken (ex: Fall 2023): _____ Final Letter Grade: _____

Lab Chemistry

Course Name: _____ School/College: _____

Semester/Year Taken (ex: Fall 2023): _____ Final Letter Grade: _____

Option II: Anatomy & Physiology I

College level only, equivalent to BIO 105 (Gloucester) or BI 106 (Cumberland)

A&P courses taken at another college require Verification of Instruction Method form in the portfolio.

Course Name: _____ School/College: _____

Semester/Year Taken (ex: Fall 2023): _____ Final Letter Grade: _____

Option III: Anatomy & Physiology II

College level only, equivalent to BIO 106 (Gloucester) or BI 107 (Cumberland)

A&P courses taken at another college require Verification of Instruction Method form in the portfolio.

Course Name: _____ School/College: _____

Semester/Year Taken (ex: Fall 2023): _____ Final Letter Grade: _____

20% — Cumulative GPA

Must be a 2.0 or higher from school of current/most recent attendance. High school seniors will use their weighted GPA if available. NO ROUNDING accepted. GPA is calculated to the hundredth digit.

Cumulative GPA: _____

School/College of current or most recent attendance: _____

Verification of Instruction Method Form

RCSJ or High School Science Courses – Do Not Include in Portfolio

Nursing and Health Professions Programs will only accept, in transfer, Anatomy and Physiology I and II courses that have been completed successfully from a regionally accredited institution. **Acceptable coursework not taken at RCSJ must have equivalent content, lecture, credit hours, face-to-face lab hours** and provide a letter grade.

Applicants taking Anatomy & Physiology I and/or Anatomy & Physiology II at another college must provide documents for Verification of Instruction Method in their portfolio for applicable courses at time of portfolio submission.

For each Radiography science course (Anatomy & Physiology I and/or Anatomy & Physiology II) taken **at another college**, please have **this** form completed by the instructor of the course or the college registrar. The **signed** form must be included in the portfolio, **even if the course is currently in-progress at time of portfolio submission**.

Student Section:

Last Name: _____ **First Name:** _____ **RCSJ ID** _____

Course Code and Title: _____

(Example: BI 106, Anatomy & Physiology I) Syllabus Included (if taken at an out-of-state college)

Name of Institution: _____ Semester Taken: _____

Instructor Name: _____

Instructor/Registrar Section – to be completed by course instructor, department representative, or college registrar ONLY:

Class Format: Online Hybrid Standard Lecture/Lab Format

If hybrid or standard lecture/lab format, please note class meeting times:

Lecture Days M T W TH F S Remote Lecture

Lab Days M T W TH F S Remote Lab

If the course was online or hybrid, please complete the statement below:

I verify it was the above-named applicant who completed their course assignments using one or more of the following methods (check all that apply):

All course communication took place through the institution’s learning management system. (Blackboard, Canvas, Sakai, etc.) or through college provided email address.

The applicant submitted photos of lab assignments done at home.

Exams were monitored using proctored browser (ProctorU, Respondus, etc).

Cameras were required to be on during virtual class time.

Other (Please explain):

Instructor or Registrar Signature: _____ Date: _____ / _____ / _____