

Heartland Community College Radiography Program



Be sure to attend one of the **Radiography Informational Meetings** listed on Page 2!

Recent changes have been made to the application criteria. Please read carefully.

Radiography Admission Criteria & Procedures Associate in Applied Science in Radiography

For Spring 2013

Application process begins April 1, 2012

Application deadline is August 1, 2012

All supporting documentation is due September 4, 2012

RADIOGRAPHY PROGRAM INFORMATIONAL MEETINGS

It is strongly recommended that anyone interested in applying for the 2013 Radiography program attend one of these informational sessions:

April 12, 2012 at 5:00 pm
Raab Road Campus in CCB 1406

June 20, 2012 at 10:00 am
Raab Road Campus in CCB 1406

July 17, 2012 at 5:00 pm
Raab Road Campus in CCB 1406

Job Shadowing Experience is strongly encouraged. Please contact Workforce Services at Heartland Community College at 309-268-8034.

**** A mandatory orientation for all students admitted to the program will be held on Friday, November 16, 2012 from 9 am to 12 pm in CCB 1406/1407.**

Accredited by the Joint Review Committee on Education in Radiologic Technology,
20 N. Wacker Drive, Suite 2850, Chicago, IL 60606-3182, (312) 704-5300.

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Letter of Introduction

Thank you for inquiring about radiography at Heartland Community College. Radiography is a diverse profession, and Heartland Community College provides radiography students with a strong foundation in the basic concepts of radiography. Radiographers may be employed in hospitals, clinics, industry, correctional institutions, and private practice.

At Heartland, faculty and staff are readily available to assist students and are committed to radiography education. Heartland Community College offers many support services to assist students in the Radiography program.

If you are interested in a profession that provides you numerous opportunities to care for people in many different settings, as well as personal and professional growth, I urge you to consider a career in radiography.

Additional information on both Heartland Community College and the Radiography program is available on our website at <http://www.heartland.edu/hhs/rad/>.

Radiography is a very rewarding career with many opportunities. Thank you for showing an interest in radiography and the Radiography program at Heartland.

Regards,

A handwritten signature in cursive script that reads "Lisa Aberle".

Lisa Aberle, MSRS, R.T. (R)(CV)
Assistant Professor of Radiography

Associate in Applied Science Degree in Radiography 68-69 Semester Hours

The Associate in Applied Science in Radiography program prepares individuals to take the American Registry of Radiologic Technologists (ARRT) certification exam. Radiographers provide care to people of all ages and in a variety of health care settings. The program is designed for individuals aspiring to a career in radiography. For admission criteria and procedures, please refer to the information contained in this booklet.

Prerequisite: A college-level medical terminology course

<u>Term</u>	<u>Course</u>	<u>Credit Hours</u>
1st Year		
Spring Semester	BIOL 181 Anatomy & Physiology I	4
	RAD 111 Fundamentals of Radiologic Sciences I	2
	RAD 112 Radiographic Procedures I	6
	RAD 113 Radiography Clinical I	2
		14
Summer Term	RAD 121 Fundamentals of Radiologic Sciences II	3
	RAD 122 Radiographic Procedures II	3
	RAD 123 Radiography Clinical II	2
		8
Fall Semester	BIOL 182 Anatomy & Physiology II	4
	RAD 132 Radiographic Procedures III	6
	RAD 133 Radiography Clinical III	3
	RAD 134 Radiographic Imaging I	3
		16
2nd Year		
Spring Semester	ENGL 101 Composition I	3
	RAD 211 Fundamentals of Radiologic Sciences III	3
	RAD 213 Radiography Clinical IV	4
	RAD 214 Radiographic Imaging II	3
	RAD 215 Cross Sectional Anatomy	2
		15
Summer Term	RAD 223 Radiography Clinical V	2
	RAD 234 Radiation Biology & Protection	2
		4
Fall Semester	MATH Elective *	3-4
	RAD 233 Radiography Clinical VI	4
	RAD 235 Radiographic Pathology	2
	RAD 236 Radiography Seminar	2
		11-12
Total Credit Hours		68-69

Graduation requirements for the Associate in Applied Science degree are listed in the Radiography Handbook and college catalog under “Graduation Requirements.”

* Technical Math does not satisfy the math requirement.

Admission Criteria

Basic Skills Assessment

- Applicants must complete the Heartland basic skills assessment in English, math, and reading comprehension and score at the college level in all three areas. The required scores will show placement into the following courses: ENGL 101, MATH 106 or above, and READ 101 or above.
- Applicants whose scores are below the levels required for admission must successfully complete the courses needed to reach the college level before being deemed eligible for the program. These developmental courses are not counted in the cumulative grade point average.
- A college-level medical terminology course must be completed with a grade of “C” or better by September 4, 2012.

Grade Point Average

- An overall grade point average of 2.5 (4 pt. scale) is required for consideration. A grade point average of 2.5 (4 pt. scale) is required on general courses (BIOL 181/182, college-level math, and ENGL 101).
- Applicants with less than seven hours of college credit must have a high school GPA of 2.5 (4 pt. scale).
- Applicants who do not meet the minimum high school GPA must successfully complete at least seven semester hours of college-level work and achieve a 2.5 GPA (4 pt. scale).
- For applicants with seven or more hours of college credit, **all college-level work will be included in the calculation of the GPA.** Applicants with a GPA below 2.5 (4 pt. scale) will need to successfully complete additional college-level courses to raise their cumulative GPA.

GED Scores

- Applicants who have less than seven hours of college credit and hold a GED certificate must have a minimum score of 50 on **each** section of the old GED or 500 on each section of the new GED.
- Applicants who do not meet the minimum GED requirement must successfully complete at least seven hours of college-level work and achieve a 2.5 GPA (4 pt. scale).

Biological Science

- Applicants who have not previously completed BIOL 181 (or equivalent) with a “C” or better must meet the prerequisite for BIOL 181. This includes: 1) one year of high school biology or college level biology course within the last 5 years; or 2) BIOL 099 with a grade of “C” or better, or assessment; and 3) completion of Math through Intermediate Algebra Level 1 or assessment.

Residency

- Applicants who are legal residents of Community College District #540 will be given preference for admission provided all admission criteria are met. Applicants will be required to show proof of residency as part of the application process, and students admitted to the program will be required to show proof of residency at the time of registration each term. Applicants who are granted the in-district tuition rate because they work in the district or have a parent or guardian who works in the district are not considered in-district applicants for selective admission programs. Applicants who attend other institutions of higher education within District 540 and live in college/university housing are not considered in-district applicants for selective admission programs.
- Out-of-district applicants will be considered for admission after all qualified and eligible in-district applicants have been offered admission. Applicants with temporary visas will not be considered until all qualified and eligible in-district and out-of-district applicants have been offered admission.
- Official definition of residency and description of District #540 boundaries are available in Enrollment Services.

Application Procedures

- A. Submit the Application for Radiography located at the back of this packet. Applications for Radiography must be postmarked or office stamped in the Enrollment Services Center in Normal between **April 1, 2012 and August 1, 2012**. No early or late applications will be accepted. Applications may be reopened at a later date if seats remain available.
- B. Submit required documents for evaluation by **September 4, 2012**.

Note: all transcripts and GED scores must be sent directly from the issuing institution to:

**Records
Heartland Community College
1500 W. Raab Road
Normal, IL 61761**

1. **Regular Admission.** Application for Radiography is due by **August 1, 2012**. The supporting documentation listed below must be on file by **September 4, 2012**.
- Heartland Community College application for admission
 - Official copy of high school transcript or GED test scores
 - Official copies of **all** college transcripts
 - Assessment scores in math, English, and reading comprehension
 - Photocopy of driver's license or other documentation showing current legal address
- C. The Health Occupations Basic Entrance Test (HOBET) will be required for applicants who meet basic admission criteria. Eligible applicants will be contacted to schedule an assessment time during the week of September 24, 2012. Testing will be done at HCC. There is a \$25 fee for the HOBET that must be paid at the time of testing. The HOBET test score will remain on file for 2 years. Study materials are available at <http://www.nhanow.com/shop/hobet-study-guide.aspx> or the Heartland Community College library.
- D. Transfer students with credits from another radiography program may apply. Radiography credits will be evaluated on a course-by-course basis. All other credits are subject to Heartland Community College's transfer policy. The following materials must be submitted:
- Letter requesting transfer into the HCC Radiography program
 - Heartland Community College application for admission
 - Official copy of high school transcript or GED test scores
 - Official copies of **all** college and radiography school transcripts
 - Assessment scores in math, English, and reading comprehension
 - Photocopy of driver's license or other documentation showing current legal address
 - Syllabus and detailed content outline of each radiography course completed with a "C" or better
- E. Students seeking **reentry** to the program must meet the Readmission and Reentry Criteria as stated in the current college catalog and the current HCC Radiography Student Handbook. Students will be readmitted as space permits and by approval of the Radiography Admissions Team. The following materials must be submitted:
- Letter requesting reentry to the Radiography program (see Radiography Handbook)
 - Official copies of transcripts for all college courses taken since previous enrollment
 - Photocopy of driver's license or other documentation showing current legal address

Notification of Eligibility

Applicants will be notified by November 1 as to whether or not they have met the basic requirements for possible admission. Those who are eligible will be evaluated, ranked, and admitted as described on the following pages.

Those who do not meet the basic requirements will receive a letter explaining why their application could not be approved at this time. These individuals should work with an academic advisor to satisfy basic admission requirements and reapply when admission requirements have been met.

Please note that applications are not held from year to year. Applicants who are not eligible and applicants who are eligible but are not admitted due to space limitations must reapply and be evaluated again.

***NOTE:** All students in the Radiography program are encouraged to carry personal health insurance. **Students should be aware that some clinical sites may require personal insurance.** Students are responsible for the cost of these insurance premiums and policies.



Evaluation of Qualified Applicants

- A. One point will be awarded for each overall GPA point (4 pt. scale). Satisfactory GED scores will be worth 2.5 points.
MAXIMUM POINTS – 4
- B. One-half point will be awarded for prior completion of each of the four general (non-RAD) courses required for the Radiography curriculum. **“C” or better is required for all courses, although this GPA must be 2.5.** MAXIMUM POINTS – 2
- C. High school seniors will be awarded points for ACT scores. Applicants who graduated from high school within the past two years and have less than seven hours of college credit may be awarded points for ACT scores. MAXIMUM POINTS – 4
 30-36 = 4 pts.
 24-29 = 3 pts.
 21-23 = 2 pts.
 19-20 = 1 pt.
 18 and below = 0 pts.
- D. One-quarter point will be awarded for each additional math and physical science course (including a full year of a high school math and science) not included in the Radiography curriculum. (This excludes technical math, earth science, geology, and geography.) Math and science courses must be completed with a “C” or better.
MAXIMUM POINTS – 2
- E. Points will be awarded for prior academic achievement. Number of points awarded will be based on the highest level attained.
MAXIMUM POINTS – 1
- | | |
|---|------|
| Radiology Aide/Assistant | 0.25 |
| Certified Nurse Assistant | 0.25 |
| Emergency Medical Technician,
Basic/Intermediate | 0.25 |
| One-year College Certificate
Program | 0.25 |
| Emergency Medical Technician,
Paramedic | 0.50 |
| Associate Degree | 0.50 |
| Bachelor’s Degree or higher | 1.00 |
- F. Students who have completed **ALL** four general (non-RAD) courses for the Radiography Degree will be awarded one-quarter point for each of the electives listed below completed with a “C” or better.
MAXIMUM POINTS – 2
- ANTH 101, Introduction to Cultural Anthropology
 - BIOL 191, Introductory Microbiology
 - COMM 101, Introduction to Oral Communication
 - COMM 120, Interpersonal Communication
 - ENGL 102, Composition II
 - HLTH 100, Career Explorations in Health
 - HLTH 209, Advanced Medical Terminology
 - HUMA 203, Non-Western Humanities
 - PHIL 101, Introduction to Philosophy
 - PHIL 114, Ethics
 - PSY 101, Introduction to Psychology
 - PSY 209, Human Growth & Development
 - PSY 217, Adult Development & Aging
 - SOC 101, Sociology
 - SOC 135, Sociology of Marriage & Family
- G. Eligible applicants to the Radiography Program will be required to take the Health Occupations Basic Entrance Test (HOBET). Applicants will be awarded points based on their HOBET score.
MAXIMUM POINTS – 4
 80 and above = 4 pts.
 70-79 = 3 pts.
 60-69 = 2 pts.
 50-59 = 1 pt.
 49 and below = 0 pt.
- Eligible applicants will be contacted to schedule an assessment time for the HOBET. It will be given the week of September 24, 2012. There is a \$25.00 fee that must be paid at the time of testing.
- The test covers Math, Science, Reading, and English. The HOBET (V) study guide is available for purchase at:
<http://www.nhanow.com/shop/hobet-study-guide.aspx> or may be found in the Heartland Community College library.

Selection Procedures

- Qualified applicants will be placed in rank order based on the number of points received in the evaluation.
- Seventy-five percent (75%) of the class seats will be filled based on the rank ordering.
- The remaining qualified applicants will be part of a random selection procedure to fill the other twenty-five percent (25%) of the seats. Names of all remaining qualified applicants will be drawn and ordered numerically. The number needed to fill the remaining twenty-five percent of the class will be admitted to the program. The others will be considered alternates.
- If the selected applicants decline to enter the program, alternates will be admitted in the following way:
 1. If an applicant selected through the rank ordering declines, the next student in the rank order will be admitted.
 2. If an applicant selected through the random selection declines, the next applicant in numerical order from the random selection will be admitted.
- Applicants accepted into the program must respond with an acceptance or declination by the date specified on the acceptance letter. Failure to respond will be considered a declination, and the seat will be offered to the next qualified applicant.
- If seats remain available after all applicants are evaluated, HCC may reopen applications, and applicants will continue to be evaluated and admitted until the program is full.
- If all seats are filled for the current year, remaining qualified applicants will need to submit a new Application for Radiography for the following year. Applications and waiting lists of qualified applicants are not maintained from year to year.

If you have any questions concerning admission requirements and the application process, please ask for clarification. Academic advisors are available to work with you in Normal, Lincoln, and Pontiac.



Frequently Asked Questions

- **Is Radiography for You?**

Yes, if you are caring and compassionate, accept responsibility, use good judgment, have initiative as an adult learner, are willing to be ethically and legally accountable for your actions, and are respectful of the rights of people of all ages, ethnic backgrounds, social status, and religious beliefs.

- **How are students admitted to the Heartland Community College Radiography program?**

Applications for the Radiography program may be submitted from April 1 to August 1. Supporting documentation must be submitted by September 4. **Check current application materials for the exact deadline dates.** Evaluations will be completed during September and October. Applicants will be notified of acceptance or rejection by November 1. Students admitted to the program begin classes the following spring semester.

- **How long is the program?**

Heartland offers a two-year (including two summer sessions) Associate in Applied Science Degree in Radiography program. The program includes general (non-RAD) courses as well as radiography courses. **We strongly encourage students to complete all or most of the general courses prior to being admitted to the Radiography program.** Also, students may need to take English, math, or reading courses if placement testing indicates a student's skills are below college level in any of these areas, and students will need to satisfy the BIOL 181 prerequisite if they have not previously completed the Anatomy and Physiology I course.

Once admitted to the program, Radiography students take classes for four consecutive semesters and two summer terms and graduate in December of their second year. The sequencing of radiography courses does not allow for a more rapid progression through the program even if general (non-RAD) courses have been completed prior to admission into the Radiography program.

- **Can I complete the four (4) general (non-RAD) courses while I am in the Radiography program?**

Yes, however applicants are encouraged to complete the majority of general (non-RAD) courses prior to enrolling in the Radiography program. These courses are: BIOL 181, BIOL 182, ENGL 101, and a college-level math class. Please note that Technical Math does not satisfy the math requirement.

- **Where are the clinicals?**

Most clinicals are in the Bloomington/Normal area and include Abraham Lincoln Memorial Hospital, Advocate BroMenn Medical Center, OSF St. James-John W. Albrecht Medical Center, OSF St. Joseph's Medical Center, OSF Medical Group at College Avenue, Fort Jesse PromptCare, Hopedale Medical Complex, and Orthopedic and Shoulder Center.

- **What are the clinical times?**

Most clinicals occur during the day. However, each semester students will be required to do several second-shift clinicals. In addition, students will periodically do clinicals on third shifts and weekends.

• **How much does the program cost?**

The tuition rate for radiography courses is the same as for all other Heartland courses. In addition, radiography clinical courses have lab fees of \$50. Other items and approximate costs include:

Tuition & Fees: full Radiography program (at \$136/sem. hour)	\$9,520
Pre-entrance Criminal Background Check	\$41
Pre-entrance Drug Screening	\$45
Pre-entrance HOBET	\$25
Books	\$750 – 1st year; \$300 – 2nd year
Uniforms, Lab Coat, and Shoes	\$200
CPR Certification	\$35-\$70
2 – School Patches (\$3-\$4 each)	\$6-\$8
Personal Health Insurance (student’s responsibility)	Varies
ARRT Exam Fee	\$200
State of Illinois License Fee	\$120
Travel to Clinical Sites	Varies
Graduation Fee	\$10
Graduation Pin	\$35-\$120

* All tuition, fees, and cost estimates are subject to change without notice.

• **Are financial aid and scholarships available?**

Yes, financial aid is available. Please check with the Financial Aid Office in Enrollment Services to determine your eligibility for financial aid and various college-wide scholarships.

• **How much math is involved in radiography?**

To be eligible for admission, students must test into college-level math or take the appropriate courses to reach college-level math. The college placement test will tell you and your advisor if you need some assistance in meeting the radiography admissions requirement. You will not be admitted to the Radiography program until you have met this requirement.

RAD 134 and RAD 214 will require students to complete math calculations. A college-level math course is required as part of this curriculum.

• **Do you have a waiting list?**

Heartland does not carry over a waiting list of qualified applicants from year to year. Qualified students who are not admitted need to submit a new application the following year so that we are aware of their continued interest in the program.

• **When will I know if I’ve been admitted to the program?**

Applicants will be notified by November 1 telling them whether or not they have been admitted.

TECHNICAL PERFORMANCE STANDARDS

In order to perform satisfactorily as a student radiographer and ultimately as a registered radiographer, an applicant to any radiography program must possess certain physical capabilities. A radiography student must be able to:

- Walk, stand, bend, squat, move about in congested areas, stand and walk for long periods of time without a break, lift/move 25 pounds.
- Demonstrate good hand-eye coordination, manual dexterity, tactile sensitivity, normal or corrected vision and hearing.
- Read and comprehend English textbooks written at the college level.
- Listen, follow directions and perform with both speed and accuracy.

A radiography student will be expected to *learn*, then *perform* the following tasks:

- Move, transport, lift, and/or transfer patients from a patient bed, cart, wheelchair, and/or x-ray table.
- Move, adjust, and manipulate a variety of x-ray equipment (to include mobile equipment).
- Physically place patients in appropriate positions for their x-ray examinations.
- Assist the radiologist or attending physician in the performance of procedures involving preparation and administration of contrast media, utilizing appropriate medical and surgical techniques.
- Visually perceive slight differences in shades of gray in order to learn to evaluate radiographs with respect to proper patient positioning, proper exposure factors, and other technical qualities.
- Possess effective verbal and written English communication in order to instruct, listen/hear, and respond to patients with widely diverse backgrounds at any time during their radiographic examinations.
- Handle stressful situations related to technical, procedural, or patient-care situations.
- Physically respond to situations requiring first aid or emergency care of patients until additional help can arrive.

The program reserves the right to require a simulated clinical test to verify an applicant's/student's ability to perform the actions listed above.

Criminal Background Check Policy

Heartland Community College is committed to providing a safe environment for students, patients cared for by students, and employees. Therefore, the Radiography program at Heartland Community College will conduct criminal background checks using the name, social security number, and birth date of all students who are selected for admission into the program. The criminal background check will be conducted through the company selected by Heartland Community College and is paid for by the student. Students receiving a positive criminal background check may be ineligible to take the ARRT certification exam. Students may call the ARRT (651) 687-0048 or visit the “Ethics” section of the ARRT’s website www.arrt.org to be evaluated in advance.

Drug Screening Policy

All students enrolled in the Radiography program will be required to undergo drug screening upon admission and whenever reasonable suspicion exists. The test will be conducted through the company selected by Heartland Community College and is paid for by the student. Students receiving a positive result will not be allowed to enter or continue in the Radiography program. Failure to consent to release information or to cooperate appropriately with regard to the process shall result in the student not being able to enter or continue in the Radiography program.

Requirements for Licensure Examination – Legal Limitations

The following statements must be answered by applicants seeking licensure in the State of Illinois, as well as to take the certification exam administered by the American Registry of Radiologic Technologists (ARRT). If you answer “yes” to any of the questions, you may be required to go through a due process prior to issuance of a license. You also will be required to complete the pre-application process to determine your eligibility to take the certification exam.

1. Have you been convicted of any criminal offense in any state or in federal court (other than parking or speeding violations)?
2. Have you been convicted of a felony?
3. If yes to question one and/or question two, have you completed the pre-application process through the ARRT and been found eligible to take the exam? Questions of eligibility can be reviewed in advance by calling the ARRT (651) 687-0048 or visiting their website at www.arrt.org.
4. Have you had or do you now have any disease or condition that interferes with your ability to perform the essential functions of your profession, including any disease or condition generally regarded as chronic by the medical community i.e. (1) mental or emotional disease or condition; (2) alcohol or other substance abuse; (3) physical disease or condition that presently interferes with your ability to practice your profession? If yes, attach a detailed statement, including an explanation whether or not you are currently under treatment.
5. Have you been denied or had a license/certification revoked?
6. Have you defaulted on an educational loan guaranteed by the Illinois Student Assistance Commission?

The above information should not deter you from applying for the Radiography program. Please discuss any questions with the Program Coordinator for the Radiography Program, Lisa Aberle, for specific information.

Benefits and Services for Radiography Students

Academic Support

Academic support is available at the student's request through the Academic Support Center (ASC). Tutoring Services provides tutors on a walk-in basis and by appointment and can facilitate group study sessions. The ASC can also assist students with study skills and test taking strategies.

The Perkins Program

Funded by the Carl D. Perkins Vocational and Applied Technical Grant, the Perkins Program is an academic enrichment and support program that promotes success and provides assistance to students in vocational and technical education programs.

The program offers academic and financial assistance to students with a demonstrated financial need (i.e., student received financial aid). Some of the services provided by the program are assistance with the purchase of books and supplies, tutoring, adaptive equipment, instructional materials, and career and personal advising.

For more information about services for students in vocational programs supported by the Perkins Grant, call the Perkins Program Coordinator.



Heartland Community College is an equal opportunity/affirmative action institution. No person, on the basis of race, color, religion, sex, national origin, ancestry, age, marital status, physical or mental handicap, or unfavorable discharge from military service or veteran's status, shall be discriminated against in employment, in educational programs and activities, or in admissions. Heartland Community College complies with applicable federal and state laws prohibiting discrimination, including the Civil Rights Act of 1964, the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Americans with Disabilities Act, and the Illinois Human Rights Act.

Heartland Community College further provides that no otherwise qualified disabled person shall, by reason of disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity of the College (as required by Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, and the Illinois Human Rights Act).

Radiography Application Checklist

Please work with an Academic Advisor to clarify requirements and prerequisites. Keep this checklist for your records.

- ___ Attend an Informational Meeting (dates listed on page 2 of this packet).
- ___ Read the Radiography Admission Criteria & Procedures packet.
- ___ Submit a Heartland Community College application for admission.
- ___ Activate myHeartland email account.
All official correspondence will be directed to the applicant's myHeartland email account.
- ___ Submit the Application for Radiography located at the back of this packet.
- ___ Take the Heartland Basic Skills Assessment in English, math, and reading comprehension.
- ___ Meet with an academic advisor to discuss assessment scores and prerequisites.
 - English – Score at the ENGL 101 level or take required writing courses (“C” or better).
 - Math – Score at the MATH 106 level or complete required math courses (“C” or better).
 - Reading Comprehension – Score at the READ 101 level or take required reading courses (“C” or better).
 - Biology – Meet the BIOL 181 prerequisite if you have not previously completed the Anatomy and Physiology I course.
- ___ Complete a college level medical terminology course by September 4 (“C” or better).
- ___ *Submit **official** high school transcripts and/or GED scores.
- ___ *Submit **official** college transcripts from **ALL** colleges attended.
- ___ Submit a photocopy of driver's license or other documentation showing current legal address.
- ___ Take the HOBET if eligible for admission.
- ___ Job Shadowing Experience is strongly encouraged. Please contact Career Services at Heartland Community College at 309-268-8035.

*** High school, college, and radiography school transcripts and GED scores must be sent directly from the issuing institution to:**

**RECORDS
HEARTLAND COMMUNITY COLLEGE
1500 W. Raab Road
Normal, IL 61761**

