

# CT HANDBOOK: ADMISSIONS POLICIES

---

## Admissions Policies for CT

---

### Notice of Nondiscriminatory Policy

In accordance with University policy, the University of Nebraska Medical Center prohibits the denial of admission, or of Medical Center privileges, to students or applicants on the basis of race, color, sex, national origin, age, handicap, or religious or political beliefs. These privileges include, but are not limited to, admission, class assignments, scholarships, fellowships, assistantships, and financial aid as well as housing and recreational facilities. Furthermore, student organizations must base their selection of students for memberships on criteria which will not include race, color, religion, sex, national origin, age, or handicap.

Admittance to UNMC Programs will not be denied to otherwise qualified handicapped individuals solely by reason of their handicap. Qualified handicapped persons are those who meet the academic and technical standards required for participation in the specific education program.

### Advanced Placement

The UNMC CT Practicum does not grant advanced placement to any applicant admitted to the Practicum. All courses are designed as "Required" and must be taken by every student.

### Background Checks Policy

Healthcare facilities utilized for student clinical experiences require background checks in order to meet accreditation and/or state law requirements. Therefore all enrolled students are required to undergo a Background Check. The student is responsible for the fee for this service. Instructions for completing the background check will be given upon admission to the practicum. UNMC has the right to withdraw acceptance to someone with adverse findings if these findings would place restrictions on didactic or clinical placement in the practicum.

### Health Immunizations

Students completing their clinical requirements at The Nebraska Medical Center must provide a medical history and evidence of certain vaccinations or immunities.

Students shall be expected to provide physician certification of the following:

- A previous vaccination for rubella or evidence of an immune titer.
- Tetanus/Diphtheria/Pertussis (DPT) within the last two years.
- Measles, Mumps, Rubella (MMR) - must have 2 vaccinations or a positive titer.
- Vaccinations for mumps and polio or documentation on the medical history form that the student had the disease previously.

- Varicella (chicken pox) - documentation required for year of disease, date of immune titer or two immunizations.
- TB Skin Test - must receive a negative skin test 1-6 months prior to entering the Program or results of treatment for a positive reaction.
- Hepatitis B vaccine - must have started or completed 3 vaccinations and received a positive titer before entering the Program.

Medical History Forms are sent to all incoming UNMC students. Forms must be completed, signed and immunizations verified by a health care professional prior to enrollment. Students will not be allowed to enroll unless documentation has been provided for their required immunizations. All forms will be kept in the Student Health Administrative Office for a period of 10 years.

All full-time students are required to have inpatient health and disability insurance through a student health insurance program contracted by UNMC unless evidence of comparable coverage is provided.

### Withdrawal from the Practicum

In the event a student finds it necessary to withdraw from the CT Practicum, the following process must be followed to leave in academic good standing:

1. Any student wishing to withdraw must state the reason for withdrawal in a letter of resignation addressed to the program director.
2. Once a letter of resignation has been signed and submitted, the student may not re-enter the practicum regardless of enrollment status with UNMC Academic Records/Student Success. Resignation cannot be effective until the withdrawal forms are properly completed and signed by the proper individuals. It is the student's responsibility to complete the formal process and forms (including financial obligations) through UNMC Student Success when leaving the program. However, dismissal will be instituted by the program if a student fails to attend classes for three consecutive weeks without prior approval from their respective program director.

### Tuition Refund Policy

Tuition refunds are computed using the effective date on the withdrawal form required to be completed by any student withdrawing from any academic program. Students who withdraw are not relieved from the payment of any balance due. Refunds will be applied first to unpaid balances. Any remaining balance or obligation to any University service must be paid. Failure to do so may prevent future registration. Refunds are not made for fees.

Refunds are calculated from the official beginning of the semester as stated in the academic calendar.

Students who receive financial aid and withdraw during the refund period may have to repay all or a portion of their financial aid received. A financial aid recipient should contact the Office of Financial Aid prior to withdrawal.

---

**Return to CT Handbook (<https://catalog.unmc.edu/allied-health-professions/computed-tomography-practicum/#handbooktext>)**