

Thank you for your interest in the Washburn Radiation Therapy program!

The Radiation Therapy program is a JRCERT-accredited, 13-month, 40-credit hour online certificate program designed to prepare students for entry into the field of Radiation Therapy. Our curriculum is delivered through a combination of synchronous (live virtual) and asynchronous online coursework. Clinical education is completed at a [Washburn-affiliated Radiation Therapy department](#), allowing students to gain real-world experience while continuing their didactic studies online.

Upon successful completion of the program, graduates are eligible to sit for the American Registry of Radiologic Technologists (ARRT) certification exam.

Radiation Therapy is a highly specialized allied health profession dedicated to treating malignant diseases using ionizing radiation. While it involves advanced and evolving technology, the profession is fundamentally centered on patient care, safety, and compassion. As a radiation therapist, you will have the opportunity to positively impact the lives of cancer patients and their families during one of the most critical times in their lives.

If you are looking for a challenging, meaningful career in healthcare, one that demands both clinical skills and compassionate care, radiation therapy will be the perfect fit for you!

I look forward to receiving your application!

Sincerely,



Kristina Collins, MHS, RT(R)(T)  
Radiation Therapy Program Director  
Washburn University  
1700 SW College  
Topeka, KS 66621  
785-670-1414; [kristina.collins@washburn.edu](mailto:kristina.collins@washburn.edu)



## Washburn University School of Applied Studies Department of Allied Health Radiation Therapy Program

### Program Overview

The Radiation Therapy program is administered through the School of Applied Studies, Department of Allied Health. The program curriculum at Washburn is a JRCERT-accredited 13-month, 40-credit-hour online certificate of completion program designed to prepare students for entry into the radiation therapy profession.

Upon successful completion of the program, graduates are registry-eligible with the American Registry of Radiologic Technologists (ARRT). Classes begin in late June/early July and finish the following July.

### Program Structure

Students complete didactic coursework online and participate in clinical education at a Washburn-affiliated radiation therapy department. Clinical education consists of unpaid experience and follows a structured weekly schedule during the fall, spring, and final summer semesters.

A general outline of clinical education includes:

- Fall & Spring Semesters: Tuesday – Friday clinical assignments
- Winter Intersession: Full-time clinical experience for approximately three weeks in December and January
- Final Summer Semester: Monday – Friday clinical assignments

Detailed clinical hours and the full program course schedule are provided later in this packet. The most current program calendar is also available online at the [Program Website](#).

Didactic courses are delivered through an online learning management system. Students are required to attend weekly synchronous (live virtual) meetings each Monday in the fall and spring semesters, typically between 8:30 am and 3:50 pm CST.

**Please Note:** Some didactic courses may include supplemental clinical experiences as part of a project, report, or presentation. These activities are often related to equipment operation or quality control procedures and may require minor adjustments to clinical hours.

### Why Major in Radiation Therapy at Washburn University?

Choosing Radiation Therapy at Washburn University means joining a program rooted in academic excellence, personalized instruction, and a commitment to student success.

- **Teaching-Focused Institution:** Washburn University is committed to student-centered learning, with an emphasis on teaching and faculty accessibility.
- **Mission-Driven Education:** The University's mission is to prepare individuals for professional careers and advanced study while fostering lifelong learning.
- **Faculty Expertise:** Faculty members are experienced professionals in their respective fields, providing instruction grounded in clinical practice and industry standards.
- **Supportive Learning Environment:** With a moderate enrollment, Washburn offers the resources of a comprehensive university while maintaining a supportive and engaging learning environment.
- **Accredited & Respected Program:** The Radiation Therapy program is fully accredited and recognized for preparing graduates to enter the workforce as competent, compassionate

professionals.

## What Careers are Available in Radiation Therapy?

Radiation Therapy is an exciting and evolving field that combines advanced technology with compassionate patient care. Rapid advancements in imaging and treatment planning continue to transform how radiation is delivered, offering professionals a dynamic and impactful career path.

Most graduates begin their careers as staff radiation therapists. With additional education and experience, radiation therapists may advance into specialized or leadership roles such as chief/lead therapist, medical dosimetrist, clinical or didactic educator, sales representative, application specialist, and healthcare administrator or supervisor.

According to the [US Department of Labor, Bureau of Labor Statistics](#), the job outlook for radiation therapists is expected to grow as fast as the average for all occupations through 2032.

## Program Mission

The Radiation Therapy program is focused on the development of qualified radiation therapists who provide optimum patient care through technical competency and professional conduct.

## Program Goals and Outcomes

The program is designed to meet the following goals and student learning outcomes:

### PROGRAM EFFECTIVENESS OUTCOMES

*Outcome 1: Students will complete the program.*

*Outcome 2: Graduates will pass the national certification exam on the first attempt within 6 months of graduation.*

*Outcome 3: Graduates will be gainfully employed in radiologic sciences within 12 months of graduation.*

*Outcome 4: Graduates will be satisfied with the overall quality of the program.*

*Outcome 5: Employers will be satisfied with the overall competency of program graduates.*

### GOAL 1 – PROGRAM GRADUATES WILL BE CLINICALLY COMPETENT

*Outcome 1: Students will analyze pertinent data from treatment planning documents.*

*Outcome 2: Students will accurately position patients for treatment delivery.*

*Outcome 3: Students will evaluate images using various imaging technologies (MV, kV, CBCT).*

### GOAL 2 – STUDENTS WILL DEMONSTRATE WRITTEN AND ORAL COMMUNICATION SKILLS

*Outcome 1: Students will demonstrate written communication skills.*

*Outcome 2: Students will provide patient education within the scope of practice.*

### GOAL 3 – STUDENTS WILL DEMONSTRATE CRITICAL THINKING SKILLS

*Outcome 1: Students will solve challenges related to non-routine clinical situations.*

*Outcome 2: Students will demonstrate the ability to perform specialized procedures in the clinical setting.*

### GOAL 4 – STUDENTS WILL DEMONSTRATE PROFESSIONAL WORK STANDARDS

*Outcome 1: Students will exhibit professional standards and behaviors.*

*Outcome 2: Students will assess the importance of professional development.*

*Outcome 3: Students will demonstrate adherence to ethical standards.*

\*Program assessment data is available on the program's website under the Quality Indicators menu option ([Washburn Radiation Therapy](#)).

## Accreditation

The University is accredited by the Higher Learning Commission, a Commission of the North Central Association of Colleges and Schools.

The program is accredited by the:

Joint Review Committee on Education in Radiologic Technology (JRCERT)

20 North Wacker Drive, Suite 2850

Chicago, Illinois 60606-3182

(312) 704-5300

Email: mail@jrcert.org

\*State professional licensing bodies within the US recognize graduates of JRCERT-accredited programs.

## State Authorization Reciprocity Agreements (SARA)

Washburn University is a participant in the SARA initiative, a national initiative that streamlines the process for offering online education across state lines.

Participation in SARA allows Washburn to provide distance education to students who reside in other SARA member states, making it easier for out-of-state students to enroll in our online programs. Institutions and states that join SARA agree to follow a set of shared standards and policies, overseen by the National Council for State Authorization Reciprocity Agreements (NC-SARA), and administered through regional higher education compacts.

For a map showing SARA membership by state, please visit [SARA State Search](#)

**New Jersey Restriction:** Due to state-specific regulations, Washburn University's Radiation Therapy program cannot enroll students who plan to reside or complete clinical education in New Jersey. However, graduates who complete the program outside of New Jersey remain eligible for licensure and may pursue employment in New Jersey after graduation.

## Admission Criteria

Applicants must meet the following criteria to be considered for admission:

- Graduate from an accredited Radiologic Technology program
- Minimum cumulative Radiologic Technology grade point average (GPA) of 3.0
- Possess an associate degree or higher from an institution accredited by an ARRT-recognized accrediting body
- Hold the professional designation of RT (R)

## Prerequisite Coursework

Transcripts must demonstrate completion of the following college-level coursework (courses may be completed at any time; there is no expiration on how recent they must be):

- Human Anatomy and Physiology – (May be completed as a combined course or as separate Anatomy and Physiology courses)
- Written Communication – (e.g., Composition, English, Writing)
- Verbal Communication – (e.g., Communication, Public Speaking, Speech, or other similar courses focused on effective communication; not foreign language or English composition courses)
- Radiation Physics from the Radiology program – (Course titles will vary)
- Mathematics – (College-level math course)
  - o If your math course is lower than Intermediate College Algebra, submit a course description or syllabus to demonstrate appropriate algebra-level content (e.g., equations, functions, graphing, and related topics).

**Please Note:** Students who have not yet met these requirements but are in the process of

completing them may still be considered for admission. Acceptance is contingent upon meeting all admission requirements prior to the program's start date.

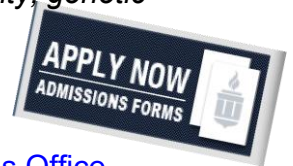
### Additional Conditions for Enrollment

In addition to meeting admission and coursework requirements, students must satisfy the following conditions prior to beginning the program:

- Confirmation of an approved clinical site placement by May 15.
  - A formal Affiliation Agreement must be completed between the clinical site and with Washburn University.
  - The clinical site must be approved by the JRCERT
- Completion of all clinical site onboarding requirements (e.g., orientation, additional immunizations, background checks, or onboarding fees, if applicable)
- Completion of the following program requirements:
  - 10-panel drug screen
  - Criminal background check
  - Submission of required health records (immunizations, TB testing, physical, BLS certification, etc).

Any additional costs associated with these requirements are the responsibility of the student.

**Statement of Non-Discrimination:** *It is the policy of Washburn University to assure equal educational and employment opportunities to qualified individuals without regard to race, color, religion, age, national origin, ancestry, disability, sex, sexual orientation, gender identity, genetic information, veteran status, or marital or parental status.*



### Application Process:

#### 1. Apply to Washburn University

Submit an undergraduate application through the [Washburn University Admissions Office](#).

- Select "Undergraduate Application"
- Create an account.
- When prompted for a starting term, select Summer.
- Submit official academic transcripts to the admissions office. This includes transcripts from **ALL** educational institutions where college credit was earned. Address is Washburn University, Admissions, 1700 SW College, Topeka, KS 66621. If submitting transcripts electronically, send to [etranscripts@washburn.edu](mailto:etranscripts@washburn.edu).

**Please Note:** Due to Washburn University's open-access admission policy, students are automatically admitted to the University upon initial application. However, University acceptance is separate from program acceptance. Program acceptance notifications will be sent via email by April 1<sup>st</sup> at 5:00 pm CST.

#### 2. Apply to the Radiation Therapy Program

Within the undergraduate application:

- Select "Yes" when asked if applying to a specialized Allied Health or Nursing Program
- Choose Allied Health – Radiation Therapy as your academic interest.

Once selected, the Radiation Therapy application will become available within the application portal.

### Application Components

The Radiation Therapy application includes the following components:

- **Clinical Site Preference** – Applicants will be required to select preferred clinical site placements within the application. Clinical site preferences are considered but are not guaranteed.
- **Survey of Interest** – Type responses to each question, focusing on professionalism, maturity, communication skills, interest in providing quality patient care, and ability to

- work with others effectively.
- **Observation** – Complete a minimum of four (4) hours of observation time at a [Washburn Radiation Therapy Affiliate](#). **The observation should take place at the candidate's first-choice clinical site whenever possible, as priority placement at that site is not guaranteed otherwise.** While only one observation is required, observing at more than one site is permitted.
    - If the applicant is not currently residing in the same state as the preferred site, or scheduling conflicts arise, please contact the Radiation Therapy Clinical Coordinator - [Sean.Conrad@Washburn.Edu](mailto:Sean.Conrad@Washburn.Edu), 785.670.1448 to discuss possible alternatives.
    - Applicants should approach the observation evaluation experience professionally, and demonstrate initiative, dependability, and a willingness to learn.
  - **Observation Summary** – Complete all required questions following the observation to demonstrate understanding of the field.
  - **Observation Evaluation Form** – Submit the email address of the supervising radiation therapist from their observation experience. **Be sure the email address entered is accurate, as the form will be sent automatically through the system.**
  - **Essential Functions** – Review and electronically sign the Radiation Therapy Essential Functions form.
  - **Education History** – Submit official transcripts from all institutions where college credit was earned as part of the Washburn University undergraduate application.
    - If currently enrolled in a Radiologic Technology program, the submitted transcript must include the ***MOST RECENT fall semester grades***.
    - Applicants will enter prerequisite coursework information within the application portal, including course name, course number, and the institution where it was completed.
  - **Two Recommendation Forms** – Enter two references in the application system; each reference will receive an electronic form to complete. **Ensure all email addresses are entered accurately, as the forms will be sent automatically through the system.**
    - **If the candidate graduated from a Radiologic Technology program within the past two years:**
      - ✓ One recommendation must be from the Radiologic Technology Program Director
      - ✓ One recommendation must be from the Clinical Coordinator or a Clinical Instructor of the Radiologic Technology program
    - **If the candidate graduated more than two years ago and is currently working as a Radiologic Technologist RT (R)(T):**
      - ✓ One recommendation must be from a direct supervisor.
      - ✓ One recommendation must be from a physician or other supervisor who can attest to the applicant's professionalism, work ethic and communication skills. A previous Radiologic Technology program faculty may also provide the second recommendation.

**Note:** Recommendations from peers or coworkers are not acceptable. Additional recommendation forms or letters from other individuals should not be submitted.

### Waiver of Right to Review Recommendation Forms

Recommendation forms are submitted directly by the reference through the application system and are treated as confidential as part of the application review process. These materials are not shared with applicants during the review process.

Washburn University complies with the Family Educational Rights and Privacy Act of 1974 (FERPA), which provides students with rights related to educational records following enrollment.

### Application Deadline

Applications must be submitted through the online portal by **February 1<sup>st</sup>**.

Late or incomplete applications will not be accepted. It is the applicant's responsibility to review the application checklist within the online portal and ensure that all required materials have been submitted, received, and marked complete by the deadline. This includes all required components, including recommendation forms and official transcripts. **Applications with incomplete or missing materials will be considered incomplete and will not be reviewed.** Any concerns regarding transcript submission or processing should be directed to the Washburn University Admissions Office (785.670.1030; [admissions@washburn.edu](mailto:admissions@washburn.edu)).

**Program faculty will not contact applicants regarding missing or incomplete materials.**

### **Application Review**

Each application is reviewed holistically, with consideration given to academic performance, completion of prerequisite coursework, and all submitted application materials.

Acceptance into the Radiation Therapy program is also contingent on admission to the University and confirmation of an approved clinical placement. A student may be conditionally accepted while finalizing a clinical site; however, if placement is not confirmed by **May 15th**, the student will not be eligible to begin the program.

### **Notification Timeline**

Applicants who have met the February 1 deadline will be notified via email of acceptance or non-acceptance by April 1<sup>st</sup> at 5:00 pm CST. Notifications may be sent slightly prior to this time.

All communication regarding application status will be sent to the email address provided in the application. **Applicants should not contact the program regarding application status updates prior to the release of notifications at 5:00 pm CST on April 1<sup>st</sup>.**



## Post-Acceptance Information

### Financial Information & Scholarship Opportunities:

The Radiation Therapy program does not oversee financial aid, tuition billing, or scholarship processing. For questions regarding tuition, financial aid, or billing, please contact the Washburn University Business Office (785.670.1156) or Financial Aid Office (785.670.1151) directly.

Students accepted into the program will be required to pay the Radiation Therapy online tuition rate. Tuition and fees are subject to change in accordance with University policy. The most current tuition information is available at: [Washburn Business Office](#)

Students may be eligible for financial aid and student loans. For assistance, contact the Financial Aid Office.

The following scholarship opportunities may be available to students:

- **School of Applied Studies Scholarships (SAS):** Available at [Washburn SAS](#)
- **American Society of Radiologic Technologists (ASRT) Foundation Scholarships:** [Scholarship Information](#)

### Additional Costs & Requirements

In addition to tuition, students should anticipate the following program-related costs:

- Textbooks and materials (approximately \$1,200)
- Trajecsys clinical management system (approximately \$100)
- Background check & drug screen (approximately \$105)

The Radiation Therapy program maintains a dress code policy for clinical education. Students are responsible for meeting dress code requirements; uniforms are not provided by the program.

Students are responsible for their own transportation to and from all education and clinical facilities. Clinical site placement may require travel outside of the student's immediate area.

Additional costs may be associated with clinical site requirements.

The University provides liability insurance coverage for students during clinical education hours at no cost to the student.

### Post-Acceptance Documentation & Requirements

Accepted students will be required to complete additional onboarding requirements prior to the start of the program. These may include, but are not limited to:

- Immunizations and health records
- Completion of a background check and drug screen
- ARRT Registration
- BLS Certification
- Proof of Health Insurance
- Physical Exam

Additional requirements and costs may be required by the assigned clinical site.

**Detailed instructions and timelines for all post-acceptance requirements will be provided to accepted students shortly after acceptance notification.**

## Radiation Therapy Orientation

All accepted students are required to participate in a mandatory virtual orientation in July. Additional details will be provided after acceptance.

## Technology Requirements

All didactic courses in the Radiation Therapy program are delivered online. Students must have access to a reliable computer and internet connection.

For additional information:

- [Washburn Computer and System Recommendations](#)

## Program Calendar

The Radiation Therapy program follows a modified academic schedule due to the clinical structure of the program. Course and clinical dates may differ from the standard Washburn University academic calendar, including variations such as out-of-sequence clinical scheduling.

A general program schedule is provided below. A detailed program calendar is available on the [Program Website](#) and will be provided to accepted students upon acceptance notification.

## Program Course & Clinical Schedule

**Summer Semester #1** – (Program begins in late June or early July)

Weekly Schedule

- No synchronous (live) class sessions
- No clinical education during this term

Courses

- AL309 Foundations of Radiation Therapy (2 credit hours)

### **Fall Semester**

Weekly Schedule

- Mandatory live classes held Mondays, 8:30 am – 3:50 pm CST
- Clinical Education:
  - Tuesday – Thursday: 8:00 am CST – 4:00 pm CST
  - Friday: 8:00 am CST – 12:00 pm CST

Courses

- AL 301 Clinical Radiation Therapy I (4 credit hours)
- AL 302 Radiation Therapy Principles I (3 credit hours)
- AL 303 Radiation Therapy Physics I (3 credit hours)
- AL 307 Oncology, Simulation & Treatment Procedures I (3 credit hours)
- AL 311 Imaging in Radiation Therapy (3 credit hours)

### **Spring Semester**

Weekly Schedule

- Mandatory live classes held Mondays, 8:30 am – 3:50 pm CST
- Clinical Education:
  - Tuesday – Thursday: 8:00 am CST – 4:00 pm CST
  - Friday: 8:00 am CST – 12:00 pm CST
  - Winter Intersession consists of approximately 3 weeks in December and

January where students attend clinical Monday – Friday: 8:00 am CST – 4:00 pm CST.

#### Courses

- AL 304 Therapeutic Radiobiology (3 credit hours)
- AL 305 Radiation Therapy Physics II (3 credit hours)
- AL 310 Radiation Therapy Principles II (3 credit hours)
- AL 340 Clinical Radiation Therapy II (4 credit hours)
- AL 370 Oncology, Simulation & Treatment Procedures II (3 credit hours)

#### **Summer Semester #2**

#### Weekly Schedule

- No synchronous (live) class sessions
- Clinical Education:
  - Monday – Thursday: 8:00 am CST – 4:00 pm CST
  - Friday: 8:00 am CST – 12:00 pm CST

#### Courses

- AL 380 Clinical Radiation Therapy III (3 credit hours)
- AL 381 Radiation Therapy Seminar (3 credit hours)

#### **Total Program Credits: 40**

**Note:** Clinical credit experiences are unpaid and must be completed at a Washburn-affiliated radiation oncology department.

Clinical credit clock hours are calculated using a ratio of 110 – 115 clock hours equaling 1 credit hour.



## Application & Program Frequently Asked Questions



### WASHBURN UNIVERSITY ADMISSIONS QUESTIONS

- **I received an acceptance to Washburn University. Does this mean I have been accepted into the Radiation Therapy Program?** No. Acceptance to Washburn University is separate from acceptance into the Radiation Therapy program. Applicants must be formally accepted into the Radiation Therapy program to begin courses. Notification of program admission status will be sent by April 1<sup>st</sup> at 5:00 pm CST.
- **I keep receiving emails from WU to register for summer and fall classes. Should I register, and if so, where do I get my personal identification number (PIN)?** No action is required at this time. Accepted students will receive enrollment instructions and a PIN by the end of May. Students will enroll in courses as part of the Radiation Therapy program, which begins in the late summer session (second 5-week session). A list of required textbooks will be provided upon acceptance notification.
- **I am receiving emails about attending a Washburn University New Student Orientation (NSO) on campus. Do I need to attend?** No. Radiation therapy students do not attend the general University orientations. Instead, all accepted students will participate in a mandatory virtual Radiation Therapy program orientation in July. Details about this session will be included upon your acceptance notification.
- **How do I speak with someone in the Admissions Office?** Call 785-670-1030.

### TRANSCRIPT QUESTIONS

- **Do I have to have an earned degree to start the program?** Yes. All applicants must either have earned, or will earn prior to the program start date, an associate's degree or higher from an institution approved by the ARRT. For additional information, visit: [ARRT Degree Requirements](#).
- **Do you need my high school transcripts?** No, since you have completed 24 or more college credit hours, we do not need your high school transcripts.
- **Do you need my ACT score?** No, since you have completed 24 or more college credit hours, we do not need your ACT scores.
- **Do I need to send all of my transcripts, even if I just took a few courses at a school?** Yes, all transcripts must be sent to the Admissions Office to complete one's application.
- **I completed a prerequisite course several years ago. Do I need to retake it?** No. The Radiation Therapy program does not have a time limit on prerequisite coursework. Courses completed in previous years will be accepted, provided they meet the program's requirements.
- **Should I wait to submit my official transcripts until my fall radiology course grades are posted?** Yes. If you are currently enrolled in a Radiologic Technology program, you must wait to submit your transcripts until your fall course grades are posted.
- **Looking at my Application Checklist in the portal, my transcripts are marked as incomplete while I am still in my Radiologic Technology program. Will my application still be reviewed?** Yes. Transcripts may be marked as incomplete if you are currently enrolled in a Radiologic Technology program. As long as your fall semester grades are included, your application will be considered for review. It is the student's responsibility to ensure that all transcripts have been received and processed by the Admissions Office.

- **Once I complete my Radiologic Technology Program, do I need to send Washburn University Admissions Office the final transcripts?** Yes, if accepted into the program, you must submit final transcripts to the Washburn University Admissions Office via [etranscripts@washburn.edu](mailto:etranscripts@washburn.edu).

## RADIATION THERAPY APPLICATION QUESTIONS

- **Do I have to be a Registered Radiologic Technologist R.T.(R) or registry eligible in order to apply?** Yes, all applicants must be graduates of an accredited Radiologic Technology program and possess the professional designation of R.T.(R). An eligible registry student may also apply and be considered for admission; however, completing the accredited Radiologic Technology program and successfully completing the ARRT radiologic technology certification exam must be obtained before the program start date.
- **If I complete two observations, do I need to submit two Observation Summaries with my application?** No, one observation summary from your preferred clinical education site is sufficient. However, if you complete more than one observation experience, you may combine both experiences in the Observation Summary document if you choose.
- **Where can I view the status of my application materials?** Applicants can monitor the status of all required materials through the Application Checklist located within the application portal. It is the applicant's responsibility to ensure all items have been submitted, received, and marked as complete by the deadline. Program faculty will not verify application completion, provide status updates, or contact applicants regarding incomplete or missing materials prior to the notification date.
- **Do you accept applications after the February 1 deadline?** No. Late or incomplete applications will not be accepted. No exceptions will be made.

## RADIATION THERAPY PROGRAM & CLINICAL QUESTIONS

- **I live out of state. Can I enroll in this program, and is it fully online?** Yes. Applicants from out of state are eligible to apply and enroll in the program. Didactic coursework is delivered online; however, clinical education is completed in person at an assigned clinical site local to them.
- **I live outside of the United States. Am I eligible to apply for the program?** No. The Radiation Therapy program does not accept international applicants. All students must meet ARRT eligibility requirements, including certification as a Registered Radiologic Technologist R.T.(R) and clinical training under an ARRT-certified Radiation Therapist R.T.(R)(T), which requires completion of an accredited program within the United States.
- **Can new clinical sites be added as affiliates?** Yes, if the site meets the requirements for affiliation in terms of patient volumes, procedure variety, equipment, staffing, and accreditation, and is interested in training a student, it may be possible to form an affiliation. Sites interested in becoming an affiliate should review the [Clinical Affiliation Information Packet](#) and complete the [Clinical Affiliate Questionnaire](#). These may be found under the Clinical Education tab of the [Washburn Radiation Therapy Program Website](#). Once the initial materials have been reviewed, program faculty will reach out to the site regarding the next steps in the affiliation process.
- **If I am accepted into the Radiation Therapy program, am I guaranteed a clinical site?** No. Acceptance is contingent upon confirmation of an approved clinical placement. Applicants may indicate a preferred clinical site within the application; however, placement is not guaranteed and is based on site availability, program approval, and applicant ranking. Priority for clinical site placement is given to the highest-ranked applicants. If a clinical site is not secured by May 15th, the student will not be eligible to begin the program.

- **If I identify or secure my own clinical site, am I automatically accepted into the program?** No. Identification of a clinical site does not guarantee admission into the Radiation Therapy program. All applicants must meet admission requirements and are evaluated through the competitive selection process.
- **If my employer is willing to sponsor me or pay for the program, will I automatically be accepted?** No. Employer sponsorship does not guarantee admission into the program. All applicants are evaluated based on established admission criteria and the competitive selection process.
- **Can I work while enrolled in the program?** Yes. Students may maintain employment while enrolled; however, due to the fast-paced nature of the program, working excessive hours is strongly discouraged. Students may not receive compensation during clinical hours, and all employment must occur outside of scheduled clinical and classroom time. Clinical hours will not be modified to accommodate work commitments.
- **I attended a different Radiation Therapy program but did not pass my certification exam. Is there a fast-track option available?** No. The Washburn University Radiation Therapy Program does not offer a fast-track or advanced placement option. All students must complete the full program curriculum and clinical requirements to be eligible for graduation and certification.
- **Is there a limit to the number of hours a student can perform clinical in a week?** Yes, combined classroom and clinical hours may not exceed 40 hours in a given week. During the winter intersession, which is a component of the spring semester, there are no classroom hours, and students are assigned to the clinical setting for up to 40 hours each week. Students may not accrue additional clinical hours beyond this limit.

## HEALTH AND BACKGROUND CHECK REQUIREMENTS QUESTIONS

- **Does a background check that I had completed at my work or through my radiology program meet the Radiation Therapy program's background check requirement?** No. All students must complete a separate background check through the University's approved vendor. This is not required until acceptance and clinical placement is confirmed. The approximate cost to the student for the background check, 10-panel drug screen, and immunization record-keeping is \$105.
- **Can a PA or Nurse Practitioner complete my physical form?** Yes. A Physician, Physician Assistant, or Nurse Practitioner may complete the required health physical form, which is located within the Verified Credentials system. The physical form is not required until after acceptance and confirmation of clinical placement and must be completed between June 1 and June 20. No exceptions to this requirement will be made.
- **Are vaccinations required for the program?** Yes. Students are required to meet the health and immunization requirements of the Radiation Therapy program. Additional requirements may be imposed by the assigned clinical site and may include additional vaccinations.

Clinical sites are not required to accept medical or religious exemptions, and acceptance of such exemptions is at the sole discretion of the clinical site. Failure to meet program or clinical site requirements may result in an inability to complete clinical education.

- **I received the Hepatitis B vaccination series, but I cannot find my documentation. What should I do?** Have your healthcare provider draw a Hep B titer to demonstrate immunity. This step is not required until acceptance and clinical placement are confirmed.
- **I had chickenpox as a child. Is this sufficient?** No. Documentation of varicella vaccination or a titer demonstrating immunity is required.

- **My immunization records demonstrate DPT vaccinations in childhood; is this sufficient?** No. One adult Tdap vaccination is required. If more than 10 years have passed since your last tetanus-containing vaccine, a booster is required.
- **What is a two-step TB test?** Information regarding TB testing can be found on the Centers for Disease Control and Prevention (CDC) website:  
<https://www.cdc.gov/tb/testing/skin-test.html>

## FINANCIAL AID QUESTIONS

- **How much are the tuition fees?** Please access [Washburn Tuition Fees](#) on the program website to view current tuition rates.
- **Do I pay tuition fees by the semester?** Yes. Tuition will be billed each semester through your MyWashburn account. Payment deadlines are established by the Washburn University Business Office, and students are responsible for reviewing their account and meeting all posted deadlines.
- **Are payment plans available?** Yes. Payment plan options may be available through the Washburn University Business Office. Students should contact the Business Office directly for details.
- **How much will books and materials cost?** The estimated costs of books and materials is approximately \$1,200 for the entire year. Please note that this does not include the cost of a personal computer and home internet service provider fees.
- **What is the deadline and procedure for applying for financial aid?** Students may apply for financial aid to assist with the costs of the Radiation Therapy program. Please call the Financial Aid office for specific details and deadline dates at (785-670-1151) or visit the website at the following link: [Washburn Tuition Information](#).
- **Who should I contact with questions about financial aid or billing?** Contact the **Financial Aid Office** (785-670-1151) or the Business Office (785-670-1156).

# Washburn University Radiation Therapy Program Re-Application Process

A student who was not accepted into the program during a previous application cycle may choose to reapply for the next academic year. All applicants must complete the steps outlined below to be considered. The application deadline is **February 1**.

- (1) **Reapply to Washburn University** online as a Degree Seeking Student for the upcoming Summer term at the following link: ([Washburn Admissions – Apply](#)).
- (2) **Complete and submit the online Radiation Therapy application** between the dates of August 1<sup>st</sup> and February 1<sup>st</sup>.
- (3) **Demonstrate application improvement:** If you have taken specific steps to strengthen your application since your previous submission, include a summary of these efforts in the Survey of Interest. Examples may include:
  - Employment in a radiologic science field
  - Completion of repetition or relevant college coursework (e.g., health science courses, college math) or advanced imaging coursework (CT or MRI curriculum)
  - Additional observation experience in a radiation therapy department
  - Community service or volunteer experience relevant to radiation oncology
  - Relevant continuing education or professional development
- (4) **Submit updated transcripts, if applicable.** If you have completed additional coursework since your previous application, updated official transcripts must be submitted to the Washburn University Admissions Office and marked complete in the application portal by the February 1<sup>st</sup> deadline. Transcripts may be sent electronically to [etranscripts@washburn.edu](mailto:etranscripts@washburn.edu).