

Please include the following Checklist and information with your Application

(Applicants Name)

Date of completed application

- Completed 2016 RT Application form** – completely filled out and includes:
 - ECC student ID #** _____
 - ECC email address** _____
 - Personal Email Address :** _____
 - Social Security number :** (last 4 digits) _____
 - Send an email to Mrs. Charman to complete the Application within 48 hours of filing application with the counselor – failure to email Director will void application (pg 2)**
 - Photo Identification card:** submit a **good copy** of a current California Driver’s License (CDL) or State issued ID card with the application. Poor copies will be returned
 - El Camino College Student ID card** (if you already have one)- provide a copy
 - Cover letter and Resume** – include with application
 - 1 Letter of Recommendation** –written within **2 years** from the date of application.
(must be signed and dated, or will not be considered)
 - (Copies) of Transcripts for all prerequisite courses –**
 - Supporting Documentation for additional Points –** (see instructions-for specific requirements)
- Check all that apply:**
 - American Veteran (see pg 6)
 - Copies of Certificates /Licenses in Health Care related occupations (see pg 7)
 - Letters / forms documenting Experience such as (see pg 7)
 - o Work/Volunteer hours, Radiology Observations, Community Service, etc.



PLEASE NOTE – As the final step to your application appointment - you must send an EMAIL to the PROGRAM DIRECTOR :RadTechDirector@elcamino.edu from BOTH of your email accounts: Send the Email from your El Camino College Email account, and put your personal email address in the CC line.

Failure to send the email within 48 hours of filing the application with the counselor will VOID your application. Please follow instructions on page 2

FINAL INSTRUCTIONS FOR APPLICANT:

- ☐ **PLEASE NOTE** – As the final step to your application appointment - you must send an **EMAIL** to the **PROGRAM DIRECTOR** : Mrs. Charman : RadTechDirector@elcamino.edu
- ☐ **From BOTH** of your email accounts:
 - Send the Email from your El Camino College Email account, and put your personal email address in the CC line.
 - Type the following message:
SUBJECT LINE: 2017 RT Application Submission
Include the following information in your e-mail message:
My name is _____, on **(DATE)** _____ I met with
_____ (name of counselor) to file a completed application for the Radiologic Technology Program

My contact information is:

- ☐ Address:
- ☐ Phone (Cell or other #)
- ☐ Personal Email Account:
- ☐ El Camino Email Account

→ You will be notified of your ranking via your El Camino email address by **May 1, 2017**.

- ☐ **DO NOT SUBMIT** any original certificates, make copies
(example: XI Certificate, Military Service, etc.) Do not submit W-2 forms

The 2017 application and supporting documents will not be returned.

Thank you for your interest in the ECC Radiologic Technology Program