



*Gunn College of Health Sciences and Human Services  
The Shimadzu School of Radiologic Sciences  
Bachelor of Science, Radiologic Sciences Program  
Course Syllabus - Melanie Billmeier*

RADS 4332 Student Seminar

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## Course Description

This capstone course focuses on the demonstration of professional knowledge, skills, and attitudes in preparation for employment and lifelong learning.

## Student Learning Outcomes

By the conclusion of the course, the successful student should be expected to:

- Know how to prepare a resumé and apply for a position as a starting radiographer.
- Pass the ARRT professional registry examination for certification as a Radiologic Technologist in Radiography.

**Course Prerequisite(s):** RADS 4912

**Course Materials:** Evolve/Elsevier, [HESI Practice Exams & EXIT](#)

Laptop for in-class testing. **NO CHROMEBOOKS.**

### Course Evaluation Methods

# of Graded Course Elements	Graded Course Elements	Percentage
1	HESI Practice Exams	30%
1	HESI MOCK Registry EXIT EXAM	50%
1	Resumé	20%

# of Graded Course Elements	HESI Exams
3	Mock Registry Exams (75=pass)
1	HESI Mock Exit Exam (scaled score 700=pass)

Practice Exam Grade Determination	
Pass all practice exams	<b>100</b>
Pass at least 3 practice exams	<b>95</b>
Pass at least 2 practice exams	<b>85</b>
Pass at least 1 practice exam	<b>75</b>

Letter Grade	Percentage Score
A	89.5+
B	79.5-89.4
C	74.5-79.4
F	<74.5

**Last Day for "W", 4:00 p.m. – March 27, 2023. Drops after this date will receive grades of "F."**

## Course Requirements

### Resumé:

Each student will be responsible for the development of his/her resumé for use in their impending job search. Each resume should be of professional quality. Including **cover page, resumé, and references**. Find a job advertisement in a related field **and submit it with your resumé**. Fill out as if applying for that **specific job**. We will discuss good and bad resúms at the beginning of the semester. Your grade will be based on the criteria we discuss.

### Semester Course Calendar

Jan. 16	MLK Day Holiday—No additional days off this week
Jan. 17	First day of clinical
Feb. 8-10	ACERT conference, Las Vegas (optional)
Feb. 16 & 17	Student Seminar - One day off this week
Mar. 9 & 10	Student Seminar - One day off this week
Mar. 13-17	Spring Break
Mar. 31	Resumé due
Apr. 6 & 7	Holiday Break
Apr. 13 & 14	Student Seminar – One day off this week
May 2	Last day of clinical
May 4 & 5	Student Seminar – One day off this week
May 12	Pinning ceremony
May 13	Commencement

## Instructor Course Policies

**Dress Code** public appropriate casual.

**Conduct/Honesty/Honor System**: In particular, academic dishonesty, however small, creates a breach in academic integrity. A student's participation in this course comes with the expectation that their work will be completed in full observance of the MSU code of Student Conduct and Clinical Policies and Procedures as stated in the [Student Handbook](#).

**Cell Phone Policy**: The use of cell phones in the classroom is highly discouraged unless as a part of the course activities. Students will be asked to step out of the classroom for cell phone use to avoid the distraction of fellow students.

## Institutional Information

### Special needs

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you believe you have a disability requiring an accommodation, please contact the Disability Support Services in Room 168 of the Clark Student Center, (940) 397-4140.

### Administrative process

Unresolved issues related to this course should be first addressed between the student and the course instructor. If there is no resolution, students must follow this sequence:

1. Department Chair – Dr. Beth Vealé (940-397-4611)
2. College Dean - Dr. Jeff Killion (940-397-4679)
3. Dean of Students – [student.affairs@msutexas.edu](mailto:student.affairs@msutexas.edu) (940-397-7500)

### Smoking/Tobacco Policy

College policy strictly prohibits the use of tobacco products in any building owned or operated by MSU TEXAS Adult students may smoke only in the outside designated smoking areas at each location.

### **Alcohol and Drug Policy**

To comply with the Drug Free Schools and Communities Act of 1989 and subsequent amendments, students and employees of Midwestern State are informed that strictly enforced policies are in place which prohibits the unlawful possession, use, or distribution of any illicit drugs, including alcohol, on university property or as part of any university-sponsored activity. Students and employees are also subject to all applicable legal sanctions under local, state, and federal law for any offenses involving illicit drugs on University property or at University-sponsored activities.

### **Campus Carry**

Effective August 1, 2016, the Campus Carry law (Senate Bill 11) allows those licensed individuals to carry a concealed handgun in buildings on public university campuses, except in locations the University establishes as prohibited. The new Constitutional Carry law does not change this process. Concealed carry still requires a License to Carry permit, and openly carrying handguns is not allowed on college campuses. For more information, visit [Campus Carry](#).

### **Active Shooter**

The safety and security of our campus is the responsibility of everyone in our community. Each of us has an obligation to be prepared to appropriately respond to threats to our campus, such as an active aggressor. Please review the information provided by MSU Police Department regarding the options and strategies we can all use to stay safe during difficult situations. For more information, visit [Safety / Emergency Procedures](#). Students are encouraged to watch the video entitled "*Run. Hide. Fight.*" which may be electronically accessed via the University police department's webpage: "[Run. Hide. Fight.](#)"