

Admissions Checklist for Prospective Students

Heritage Valley Kennedy Hospital/La Roche University Radiography Program

**Step One: Initial Contact**

* Contact Mrs. Buchholz, B.A., R.T. (R), Clinical Coordinator, to schedule your Career Shadow opportunity. **(Required for admission)**
* Phone: 412-777-6200, Email: mbuchholz@hvhs.org

**Step Two: Apply to La Roche University**

* Indicate Radiologic Technology as your designated major. Apply online at [www.laroche.edu](http://www.laroche.edu).
* **You must be accepted to La Roche University prior to applying to Heritage Valley Kennedy Hospital. Acceptance to La Roche University does not guarantee acceptance to the Hospital.**
* You will receive a letter officially admitting you to La Roche University.

**Step Three: Apply to Heritage Valley Kennedy Hospital, School of Radiography**

* Complete an application.

**If your application is incomplete, no action will be taken until it is complete.**

* You will be contacted by Mrs. Fazio, School of Radiography Director, for a personal interview.
* If accepted, you will receive an official letter of acceptance from Heritage Valley Kennedy Hospital.
* If you are not accepted, please contact your La Roche University counselor to discuss your options. You may want to switch majors and pursue a different career path.

**Step Four: Deposits**

* Send a deposit to both La Roche University and Heritage Valley Kennedy Hospital to hold your place.

**Check your acceptance letter for the specific amount and due date.**