Nuclear Medicine Application Information

School of Health Professions
University of Missouri
605 Lewis Hall
Columbia, MO 65211-4230
(573) 882-7857

It is highly advisable to meet with the program director, Jeff Galen (GalenJA@health.missouri.edu) and/or an advisor from the SHP Student Services (573-882-8011) to check your acceptance eligibility prior to submitting an application.

Application Procedure:
Download the documents to your local drive. Complete the forms, save the forms to your local drive and submit as instructed. Keep a copy of all submitted forms!

1) Use the Nuclear Medicine Application Checklist for tracking
2) Submit all application materials by the due date.
   a) Application. This should be typed using your computer. All application materials must be received by February 1st.
   b) Essay. Submit your essay in a separate document along with your application. Submit via email and paper. Please address the following question with a thoughtful and honest evaluation.
      i) Question: Compared to other professions which you may have considered, what do you feel are the advantages and disadvantages of choosing a career in this field?
   c) Clinical Immunizations Authorization Form. Compile your health history data to help you fill out the Clinical Immunizations Authorization Form. Submit with a copy/scan of the documents used to complete this form. This is not a list of things for you to complete before the application due date. We only need to know your current status.
   d) Eligibility for ARRT Certification. Read and sign the Eligibility for ARRT Certification form.
   e) Application Fee. Submit the $40.00 Nuclear Medicine Program application fee by cash, check or money order.
      i) Check or Money Order should be made out to University of Missouri.
      ii) Cash must be exact change. Do not send cash via mail.
      iii) We are unable to accept Mizzou Student Charge.
      iv) Debit / credit cards must use payment form or complete on site.
   f) Observation Forms.
      i) If you have not completed NucMed1000, schedule and complete 8 hours of observation in a Nuclear Medicine department. Take the Observation Form with you and make sure the supervising technologist signs the form upon completion.
      ii) If you have completed NucMed 1000, your observations are complete and the course observation form will suffice. This can be scanned and attached with the application packet emailed as instructed below.
   
3) Recommendation Form. Complete the top portion of the Recommendation Form to include your contact information. Save the form to your drive (make sure the top information has been saved before sending to the people who have agreed to complete the form for you).
a) Send this form as an attachment to two people who are capable of assessing your work and potential to pursue an academic degree
   i) References should include at least 2 different categories:
      (1) Supervisor or employer
      (2) College professor / TA
      (3) High School Teacher
      (4) Athletic Coach
      (5) Other who has supervised in a work or academic setting
   ii) References should not include relatives, family friends or neighbors
b) When sending your email, include instructions that this recommendation form is to be returned directly to the Admissions Committee by February 1st. This should not come from the applicant.

All application materials are due to the Nuclear Medicine office **no later than February 1st at 3:00 pm**.

The completed, printed and signed application packet should be **mailed** or **delivered in person** to:
   Nuclear Medicine Applications Committee
   Clinical & Diagnostic Sciences Department
   School of Health Professions
   University of Missouri
   605 Lewis Hall
   Columbia, MO 65211-4230

   **Email the application, essay and Clinical Immunization Authorization Forms** to:
   Adria Koehn at KoehnA@health.missouri.edu

   **Fax** (if needed): 573-884-1490

**Applicant Considerations:**
Applications are considered on a competitive basis each admission period. Admission criteria includes:
- Acceptance into University of Missouri
- Completed application packet received by the Nuclear Medicine office by the due date
- Completion of general education requirements and course prerequisites
- Minimum of 2.5 cumulative GPA
- Two letters of recommendation
- Personal interview
- Minimum required TOEFL for students whose native language is not English

**TOEFL**
We expect international students to know English well enough to:
- Comprehend oral lectures
- Participate in discussions
- Read textbooks with full comprehension
- Write effectively in English

[The Test of English As a Foreign Language (TOEFL)]
TOEFL is required of every applicant whose native language is not English. A TOEFL score cannot be more than two years old. Our minimum TOEFL score requirement is 600 (paper-based test) or 100 (internet-based test); however, many other departments may have higher requirements.

**What to expect:**
Once an application packet is complete, it will be available for the admissions committee to review. The admissions committee will review and compile the results of all the completed application packets to make sure each applicant is eligible. After the due date has passed, an email is sent to each applicant either offering an interview or explaining why they are not eligible. Applicants offered an interview should sign up immediately and be prepared. Mock interviews are provided by SHP Student Services.

**If offered a student position in the Nuclear Medicine Program,** you will receive a form to accept or reject the offer. This must be returned by the included due date. If you accept the offer, you are agreeing to the terms and conditions of accepting this position including, but not limited to,

- completion of all health and human resource requirements as directed by the Nuclear Medicine office in a timely fashion (e.g. background checks, drug screening, etc)
- having or obtaining a valid U.S. issued social security card (must be original, not a copy)
- completing and submitting required documents for all health requirements as listed by University of Missouri Student Health
- attending a mandatory vetting workshops (information will be sent via email with the offer)
- meet ethical guidelines set forth by the ARRT ([https://www.arrt.org/earn-arrr-credentials/requirements/primary-requirements](https://www.arrt.org/earn-arrr-credentials/requirements/primary-requirements)).
  - Convictions, criminal proceedings, military court-martials, and all alcohol and/or drug related violations may prevent the candidate’s eligibility to sit for the examination and/or attend clinical requirements.
- meet and maintain a minimum cumulative and semester GPA of 2.5
- program calendar may not follow the academic calendar
- students will not graduate until all outstanding fees/fines have been paid (see [https://healthprofessions.missouri.edu/nuclear-medicine/about/financial-information/](https://healthprofessions.missouri.edu/nuclear-medicine/about/financial-information/) for a list of estimated costs associated with this program)

**Questions**
- Program questions: contact Jeff Galen, Program Director at GalenJA@health.missouri.edu
- Advising questions: contact SHP Advising [https://healthprofessions.missouri.edu/student-services/make-an-appointment/](https://healthprofessions.missouri.edu/student-services/make-an-appointment/)
- Application/form questions: contact Adria Koehn at KoehnA@health.missouri.edu