MRI
To prepare individuals to become MRI Technologists.

This ten-month course covers curriculum that includes physics, anatomy, patient care, and safety procedures for performing an MRI. The training is structured in an independent, self-study format, with direction from Autry radiography faculty. Hands-on experience is provided with an experienced MRI technologist. Applicants must be ARRT registered in radiography, nuclear medicine or radiation therapy. Graduates are eligible to apply for the national credential examination to become a registered technologist in magnetic resonance imaging, RT(MR).

Contact Student Services for current tuition rates and enrollment information.
580.242.2750

"The MRI program at Autry has expanded my knowledge in the field of radiography. This self-paced program has allowed me to go back to school while still working full time and having a family. The teachers and clinical instructors are always willing to answer questions."
-Elise F.
COURSE LENGTH
Ten-month daytime program
January - October
20 hours per week

ADULT IN-DISTRICT COSTS
$2060 (Tuition - includes books and liability insurance)

WHO CAN ENROLL
Adults who are ARRT registered in RT(R), RT(N), or RT(T)

HIGHLIGHTS
- Hands-on experience
- Small class size
- Variety of MRI procedures
- Opportunities for career development

AREAS OF INTEREST & HELPFUL SKILLS
- Caring attitude towards patients
- Math, science and computer skills
- Ability to work in stressful situations
- Good communication and organizational skills
- Team player
- Self-motivated and assertive

EMPLOYMENT OPPORTUNITIES
- Research
- Hospitals
- Mobile imaging services
- Specialized clinics
- Industry and commercial sales
- Education
- Free standing imaging centers

APPLICATION POLICY
Applicants must be ARRT registered in RT(R), RT(N) or RT(T).

ADMISSION PROCEDURES
Applicants should contact Student Services at Autry Technology Center to request an information/application packet. Applicants who have a completed application on file will be considered for the program. Meeting the requirements does not guarantee admission to the program. Qualified applicants will be contacted for an interview, and class selection will be determined by the admissions committee. Qualified in-district applicants will be considered first.

Final acceptance to the program requires immunization records, OSBI background check (includes sex offender and violent offender status), drug screening, AHA BLS Healthcare Provider certification, and liability insurance. This is non-refundable.

ENROLLMENT INFORMATION
Financial Aid: There are financial aid options available for qualified students. Contact the financial aid office at Autry Technology Center for more information.

Autry Scholarship: This scholarship is available to high school graduates who: (1) live in the Autry district (2) lived in the Autry district their senior year in high school, and (3) meet enrollment guidelines. This scholarship covers 100% tuition for up to three years immediately following high school graduation. The cost of books and supplies is the responsibility of the student. Scholarship eligibility will be reviewed each semester.

Expenses: Expenses not included in tuition amount may include, but are not limited to, criminal background check (includes sex offender and violent offender status), drug screening, AHA BLS Healthcare Provider certification, uniforms, shoes, and supplies.

Health Care: Students are responsible for their own health care. Medical insurance is recommended.
0.1 PROGRAM OVERVIEW
This course covers curriculum that includes physics, anatomy, patient care, and safety procedures for performing an MRI. The training is structured in an independent, self-study format, with direction from Autry radiography faculty. Hands-on experience is provided with an experienced MRI technologist. Graduates are eligible to apply for the national credential examination to become a registered technologist in magnetic resonance imaging, RT(MR).

0.2 WHO CAN APPLY
Adults who are ARRT registered in RT(R), RT(N), or RT(T)

0.3 PROGRAM TIMES
January-October, 20 hours per week (38 weeks)

0.4 PROGRAM LOCATION
Autry Technology Center Main Campus, 1201 W. Willow

0.5 TOTAL PROGRAM HOURS
Academic - 147 hours
Clinical - 700
Total program hours - 847

0.6 SPECIFIC ENTRANCE REQUIREMENTS
Applicants must be ARRT registered in RT(R), RT(N), or RT(T)

0.7 TUITION/EXPENSES
$2060

Expenses: Expenses not included in tuition may include, but are not limited to, criminal background check (includes sex offender and violent offender status), drug screening, AHA BLS Healthcare Provider certification, uniforms, shoes, and supplies.

Financial Aid: There are financial aid options available for qualified students. Contact the financial aid office at Autry Technology Center for more information.

0.8 ADULT STUDENT INFORMATION
38 week daytime program

0.9 COLLEGE CREDIT INFORMATION
None available

0.10 LICENSURE / CERTIFICATIONS
Upon completion of the program, graduates are eligible to apply for the national credential examination in Magnetic Resonance Imaging by the American Registry of Radiologic Technologists.

0.11 EMPLOYMENT OPPORTUNITIES
The Job Developer with Autry Technology Center works diligently to match students with jobs available in industry.

0.12 SALARY RANGE
Listed below is the salary range in Oklahoma for MRI obtained from O*Net OnLine.

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
</tr>
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<tbody>
<tr>
<td></td>
<td>Lowest 10%</td>
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<tr>
<td>Hourly</td>
<td>$19.11</td>
</tr>
<tr>
<td>Annually</td>
<td>$39,800</td>
</tr>
</tbody>
</table>
0.13 OCCUPATIONAL CHARACTERISTICS
MRI Technologists operate a magnetic resonance scanner to obtain images used by physicians in the diagnosis and treatment of pathologies. They select appropriate imaging techniques and operate console and peripheral hardware. They enter and monitor patient data. They may be required to have a bachelor’s degree in the area of specialty and at least 2 years of experience in the field or in a related area. It is required to be registered with the American Registry of Radiologic Technologists (ARRT). The MRI Technologist should be familiar with standard concepts, practices, and procedures within a particular field. They should rely on experience and judgement to plan and accomplish goals. A certain degree of creativity and latitude is required. They typically report to a chief technologist or manager.

0.14 ACCREDITATIONS
Oklahoma Board of Career and Technology Education, 1500 West 7th Avenue, Stillwater, OK 74074, (405) 743-5444, www.okcareertech.org

0.15 INSTRUCTOR(S)
Sharon Johnson, M.S., R.T.(R)(T) - Sharon received her bachelor of science in radiologic technology (radiography) in 1974 from the University of Oklahoma, her bachelor of science in radiologic technology (radiation therapy) in 1981 from the University of Oklahoma, and her master of science in 1992 from the University of Oklahoma. She has been in her current position as Radiography/MRI Program Director at Autry Technology Center since spring 2003.

Danny Gray, M.Ed., R.T.(R) - Danny received his bachelor of science in business management and his master of education degree in adult education and administration from Northwestern Oklahoma State University. After graduating from Autry’s radiography program in 1995, he earned his associate of applied science in radiologic technology from Northern Oklahoma College. He also has experience in both medical imaging and MRI. He has been in his current position as Radiography Program Clinical Coordinator/Instructor since the fall of 2002 at Autry Technology Center.

0.16 PROGRAM CONTENT
A breakdown of the career major(s) and their contents is listed below.

BREAKDOWN OF MRI CAREER MAJOR

CAREER PATHWAY
Diagnostic Services

CAREER MAJOR
MRI Technologist
potential courses
Cross-Sectional Anatomy-Brain and Spine, Extremities and Body
Introduction to Clinical Module-Introduction to MRI Safety and Patient Care
Clinical MRI I - Brain and Spine
Clinical MRI II - Extremities
Clinical MRI III - Body (Thorax, Abdomen and Pelvis)
Physics
Total Class Hours - 847

For further information regarding Gainful Employment in each career major, please access the following link:

http://www.autrytech.edu/StudentInfo/GainfulEmploymentDisclosures

Autry Technology Center does not discriminate on the basis of race, color, sex, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information. Autry Technology Center no discrimina por raza, color, sexo, origen nacional, religión, discapacidad, condición de veterano, orientación sexual, edad, o información genética.
<table>
<thead>
<tr>
<th>What to Disclose, When &amp; to Whom</th>
<th>Brief Description of Information to be Disclosed</th>
<th>Where to Find Full Disclosure Information</th>
</tr>
</thead>
</table>
| **What: Institutional Information** | • Cost of attending school i.e.: Tuition, Fees, Textbooks, Supplies, Living Allowance, Etc.  
• Institutional Refund Policy/Requirements for officially withdrawing from school  
• Information regarding the school’s programs/career majors & academic support  
• Entities, (with their contact information), that accredit, approve, or license the school & its programs & procedures for reviewing accreditation, approval, or licensing documentation  
• Description of any special services & facilities for students with disabilities  
• Titles & availability of employees responsible for dissemination of institutional & financial assistance information & how to contact them  
• Penalties & institutional policies on copyright infringement, including unauthorized peer-to-peer file sharing  
• Net Price Calculator  
• Constitution Day/ Voter Registration/Vaccination Policies  
• Misrepresentation Regulations | • autrytech.edu  
• *Student Handbook  
• *Course Catalog  
• *Program Description Handouts  
• **Policy & Procedure Manual  
• **Consumer Information Handbook |
| **When:** Annually & Upon Request  
**To:** Enrolled Students  
Prospective Students  
Current Employees | [Image 0x0 to 612x792] | **Where** July 1, 2015 |
| **What: Financial Assistance Information** | • Description of all available federal, state, local, private & institutional financial assistance, & a description of: (1) application form & procedures; (2) student eligibility requirements; (3) selection criteria; & (4) criteria for determining the amount of a student’s award  
• Rights & responsibilities of students receiving Title IV & other financial aid, including: (1) criteria for continued eligibility; (2) satisfactory academic progress (SAP) standards; (3) information to re-establish eligibility if student fails to maintain SAP; (4) method & frequency of financial aid disbursements; (5) books & supplies policy  
• Procedures for the return of Title IV Aid and Repayments by withdrawn students | • autrytech.edu  
• *Student Handbook  
• **Policy & Procedure Manual  
• **Consumer Information Handbook |
| **When:** Annually & Upon Request  
**To:** Enrolled Students  
Prospective Students | [Image 0x0 to 612x792] | **Where** July 1, 2015 |
| **What: Completion, Transfer, Retention, & Employment Rates** | • The institution’s completion rate for full-time, first-time, certificate seeking students enrolled at the post-secondary level who completed their career major within 150% of the normal time (scheduled length of career major) for completion  
• Transfer-out rate is not applicable to Technology Centers since it applies to schools whose mission includes providing substantial preparation for students to enroll in another eligible institution  
• Information on student body diversity in the categories of gender & ethnicity of enrolled students who receive Federal Pell Grants  
• Retention rates of certificate seeking first-time full-time students | • autrytech.edu  
• U.S. Dept of Ed’s College Opportunities On-Line website  
nces.ed.gov/IDEF6  
See College Navigator  
• **Student Services |
| **When:** Annually & Upon Request  
**To:** Enrolled Students  
Prospective Students  
Current Employees | [Image 0x0 to 612x792] | **Where** July 1, 2015 |
| **What: Drug & Alcohol Abuse Prevention** | • Information on preventing drug & alcohol abuse  
• Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of drugs & alcohol by students on the school’s property, or as part of the school’s activities  
• A description of the sanctions under local, state & federal law for unlawful possession, use or distribution of illicit drugs & alcohol  
• A description of drug & alcohol abuse education programs, counseling, treatment, or rehabilitation programs available to students & employees  
• A description of the health risks associated with the use of illicit drugs & alcohol  
• A clear statement that the school will impose sanctions on students & employees for violations of the standards of conduct (consistent with local, state & federal law) & a description of these sanctions, up to & including expulsion, termination of employment, & referral for prosecution | • autrytech.edu  
• *Student Handbook  
• **Policy & Procedure Manual  
• **Consumer Information Handbook |
| **When:** Annually & Upon Enrollment or Hire  
**To:** Enrolled Students  
Current Employees  
Prospective Employees | [Image 0x0 to 612x792] | **Where** July 1, 2015 |
| **What: Campus Security Report** | • Crime statistics for 3 most recent years concerning the occurrence on campus, in or on non-campus buildings or property & public property reported to campus security authority or local police. Policies concerning the security & access to campus facilities & procedures to report campus crimes or other emergencies  
• Disciplinary actions regarding the possession, use & sale of alcoholic beverages & illegal drugs & enforcement of state underage drinking laws & federal & state drug laws  
• Programs to inform students & employees about campus security policies, procedures & practices & encourage responsibility for the prevention of crime.  
• Policies regarding sex offenses & where to obtain information concerning registered sex offenders.  
• Emergency response & evacuation policy, procedures & programs  
• Campus Sexual Violence Elimination Act and Violence Against Women Reauthorization Act information, policies, and procedures | • autrytech.edu  
• *Student Handbook  
• **Policy & Procedure Manual  
• **Consumer Information Handbook  
• **Student Services  
• **Posting in Classrooms  
• **Emergency Handout for Each Staff Member |
| **When:** Annually & Upon Enrollment or Hire  
**To:** Enrolled Students  
Eligible Parents of Secondary Students | [Image 0x0 to 612x792] | **Where** July 1, 2015 |
| **What: FERPA** | • Right to & procedures for inspecting & reviewing student’s education records  
• Right to & procedures for requesting amendment of student’s education records believed to be inaccurate or misleading  
• Right to file a complaint with the Department of Education for alleged school’s or educational agency’s failure to comply with FERPA requirements  
• Right of school to disclose personally identifiable information contained in student’s education records without prior consent (34 CFR 99.31)  
• Students’ right to procedures for directory information to be not disclosed | • autrytech.edu  
• *Student Handbook  
• **Policy & Procedure Manual  
• **Consumer Information Handbook |
| **When:** Annually  
**To:** Enrolled Students & Eligible Parents of Secondary Students | [Image 0x0 to 612x792] | **Where** July 1, 2015 |
| **What: Gainful Employment** | • Information on graduation rates, the median debt of students completing the program, program costs, job placement, types of employment, etc. | • autrytech.edu  
• **Student Services |
| **When:** Annually  
**To:** Prospective Students | [Image 0x0 to 612x792] | **Where** July 1, 2015 |

* Paper copy available in the Student Services Office and on website at autrytech.edu.  
** Paper copy available in the Student Services Office  
This notice is distributed annually to all current and prospective students. It is also located on the Autry website, in the Student Handbook and Consumer Information Handbook.
Dear Prospective Student:

Thank you for your interest in Autry Technology Center’s advanced imaging course in Magnetic Resonance Imaging (MRI). An application, three (3) recommendation forms, and program information are enclosed. Applications are due by November 15, 2016.

Minimum qualifications are:

ARRT registered radiographer RT(R), or
ARRT nuclear medicine technologist, RT(N), or
ARRT radiation therapy technologist, RT(T).

To be considered for the program, you must complete the following requirements:

1. Submit a completed application form.
2. Submit an official transcript from the educational institution where you completed your Radiologic Technology course(s).
3. Submit official transcripts(s) from other health programs and colleges attended.
4. Submit three (3) recommendations using the enclosed forms. (EACH Recommender must mail their completed form directly to Linda Belknap.)
5. Submit evidence of required immunizations; Hepatitis B, MMR, TB, Tetanus and Varicella.
7. Submit a copy of your current ARRT certification in either radiography, nuclear medicine, or radiation therapy.
8. Appear for a personal interview.

Meeting the requirements does not guarantee admission into the program. Maximum enrollment is currently limited to two students. Therefore, it is possible that qualified applicants may have to be placed on a waiting list. The ten-month MRI program begins January 6, 2017, and ends in October 2017.

If you have any questions concerning the program or application process, please contact the MRI Clinical Coordinator at extension 110.

Encls.
AUTRY TECHNOLOGY CENTER
Magnetic Resonance Imaging Educational Program

Curriculum and Course Descriptions

PHYSICS UNIT I (5 Hours): Principles of Magnetism and Electromagnetism
Completion of this unit is necessary for the student’s understanding of the physics of MRI. The fundamental physical concepts of electricity and magnetism are learned. The interaction between the electric field and the magnetic field, as the basis for electromagnetism, is studied. Electromagnetism and electromagnetic radiation are studied, as they relate to the production of the MRI signal.

PHYSICS UNIT II (13 Hours): MRI System Hardware
This unit involves the study of the equipment used in the process of magnetic resonance imaging. The student’s understanding of the purpose, function, operation, and operating standards/parameters of magnetic imaging hardware is necessary for the performance of a quality MRI examination, as well as the safety of the patient and operator. The major components of the MRI imager and their subsystems are studied in detail, to include the gantry, operating console, computer, permanent, resistive and superconducting magnets, shim and gradient coils and the radiofrequency probe. Emphasis will be on superconducting magnets, since they are the most common type of magnet in use today.

PHYSICS UNIT III (9 Hours): MRI Safety
The safety of the patient and operator, during the performance of an MRI procedure, is addressed in this unit of study. The principal mechanisms of interaction of the three MRI energy fields with tissue are learned. The Food and Drug Administration (FDA) and International Society of Magnetic Resonance in Medicine (ISMRM) regulations and recommended guidelines are detailed. General safety considerations relating to patient evaluation, ferromagnetic projectiles, cryogen safety, in vivo safety hazards, patient and employee pregnancy and emergency procedures in the MRI suite are studied.

PHYSICS UNIT IV (9 Hours): Nuclear Magnetism
This unit discusses atomic structure, with an emphasis on the nucleus and its properties that are of specific interest to MRI. The interaction between the atomic nucleus and the static magnetic and RF fields of an MRI imager are discussed. The quantum and classical mechanical descriptions are presented and contrasted.

PHYSICS UNIT V (10 Hours): Resonance and Relaxation
This unit discusses the fundamental MRI principles of resonance and the relaxation of hydrogen protons after RF excitation. The free induction decay (FID) and spin echo are introduced. T1, T2, and T2*(star) relaxation are discussed.

PHYSICS UNIT VI (6 Hours): Image Weighting and Contrast Parameters
This unit discusses the image contrast created by the differing relaxation times of tissues. Spin echo, gradient echo, and inversion recovery imaging are discussed. The contrast parameters of repetition time (TR), echo time (TE), inversion time (TI), and flip angle are introduced. Basic pulse sequence diagrams are explained.
PHYSICS UNIT VII (12 Hours): Spatial Localization and Data Acquisition
This unit explains the process of spatial localization of the MR signal, by way of slice select, frequency encoding, and phase encoding (logical) gradients. The pulse sequence parameters related to data encoding and acquisition are discussed. The concepts of Fourier transformation and k-space are introduced.

PHYSICS UNIT VIII (9 Hours): Pulse Sequence Parameters and Image Artifacts
The interactions between pulse sequence parameters and their effects on image contrast, signal-to-noise ratio (SNR), and scan time are learned. Image artifacts and their correction solutions by varying sequence parameters will also be discussed.

PHYSICS UNIT IX (9 Hours): Advanced Pulse Sequences
This unit will detail the design of pulse sequences. Fast spin echo is introduced, including its applications in fast inversion recovery sequences. The different types of gradient echo sequences are explained, as well as their applications to MR Angiography and cardiac MRI. Echo planar imaging (EPI) is briefly discussed.

PHYSICS UNIT X (9 Hours): Advanced Applications
As MRI evolves, more clinical and research applications are developed and refined. This unit will discuss advanced applications of MR imaging.

CROSS-SECTIONAL ANATOMY (50 Hours): Brain and Spine, Extremities and Body
Cross-sectional anatomy pertinent to the most common anatomical areas imaged in the MRI suite is learned. Emphasis will be placed on the anatomy associated with the required clinical competency examinations. Actual MRI examinations, as well as computer-assisted-instructional programs are utilized for learning.

INTRODUCTION TO CLINICAL MODULE I (6 Hours): Introduction to MRI Safety and Patient Care
Prior to beginning the clinical component of the MRI program, the student must have a basic understanding of the unique hazards associated with MRI procedures. Safety precautions related to the magnetic field, a magnet quench, cryogen use, fire, the pregnant patient, and medical emergencies are emphasized. The care of the patient before and during the performance of an MRI procedure, is also addressed in this unit of study. Patient education, preparation, and interview techniques are learned. Patient care and comfort situations unique to MRI, such as claustrophobia, acoustic noise and positioning for motionless scanning are detailed. Precautions and contraindications, related to the administration of MRI contrast media, are addressed.

CLINICAL MODULE I (240 Hours): Brain and Spine

CLINICAL MODULE II (240 Hours): Extremities

CLINICAL MODULE III (120-160 Hours): Body (Thorax, Abdomen and Pelvis)

ACADEMIC - 147 HOURS
CLINICAL - 700 HOURS
TOTAL PROGRAM HOURS: 847

5/5/2015
AUTRY TECHNOLOGY CENTER
Magnetic Resonance Imaging Educational Program

PROGRAM INFORMATION
The magnetic resonance imaging (MRI) course is ten months in length and consists of academic and clinical educational requirements. The academic portion is self-paced and includes the completion of individual lesson plans (ILPs) on the physics and biological principles of MRI, magnet safety, cross-sectional anatomy, MRI hardware and MRI imaging techniques and procedures. The clinical component entails 20 clinical hours per week with supervised instruction and completion of clinical competencies in the areas of neuro (brain and spine), face and neck, magnetic resonance angiography (MRA), body (thorax, abdomen and pelvis) and extremity MRI examinations. A required minimum of 700 clinical hours is provided by the curriculum. The clinical objectives are consistent with ARRT MRI examination requirements. Methods of instruction include computer software programs, related textbooks/workbooks and one-on-one clinical instruction by certified MRI technologist(s). Written tests are used for academic evaluation. Standardized evaluation forms are used for the assessment of the student’s level of performance in completing the defined clinical objectives. When all academic and clinical requirements have been met, the student will receive a certificate of completion from Autry Technology Center. Upon meeting the eligibility requirements of the American Registry of Radiologic Technologists (ARRT), the graduate will be eligible to apply for the national credential examination in Magnetic Resonance Imaging.

CRITERIA FOR COURSE COMPLETION
The student must achieve a minimum score of 80% in all academic and clinical assignments, to include:

1. academic module (written tests).
2. clinical competency (according to specific criteria).
3. monthly clinical progress evaluation (according to specific criteria).

Clinical Unit I, Introductory MRI Safety, must be completed prior to beginning the clinical training component. The student must achieve a score of 100% on the Introductory MRI Safety examination. Clinical Unit II, Patient Care, must be completed within the first three weeks of the first clinical semester.

All academic and clinical units, clinical competencies and hours must be completed in the specified ten-month program time frame.

The student must adhere to the established (written) policies and procedures of the sponsoring institutions (Autry Technology Center and St. Mary’s Regional Medical Center).

PROGRAM COSTS
Tuition (includes books and liability insurance) - $2,060.00
The tuition may be paid in two installments, first day of class ($1,440.00) and January 4th ($620.00).

Scrub uniforms are required and may be any color. Duty shoes must be white, black, or gray leather or cloth tennis shoes. The shoes may have small color accents. Scrub uniforms and duty shoes are the responsibility of each student.

5/5/2015
# AUTRY TECHNOLOGY CENTER  
*Educational Program in Magnetic Resonance Imaging*

**APPLICATION FOR ADMISSION**

**Please Print or Type**

Name: ________________________
(First) (MI) (Previous Last)

Address: ________________________
(Street & Number) (City) (State) (Zip Code)

Social Security Number: ________________________ ARRT #

Email Address: ________________________

Telephone Numbers: ________________________
(Home) (Business) (Cell)

## EDUCATIONAL HISTORY

<table>
<thead>
<tr>
<th>Schools/Colleges Attended</th>
<th>Degree/Certificate Granted</th>
<th>Year</th>
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<td>5.</td>
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</table>

## EMPLOYMENT HISTORY

*List all jobs held within the last five years, beginning with the most current.*

<table>
<thead>
<tr>
<th>Employer</th>
<th>Phone Number</th>
<th>Position</th>
<th>Immediate Supervisor</th>
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<tbody>
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<td>1.</td>
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</table>

I hereby give permission to Autry Technology Center to obtain references from the employers listed herein. I certify that all information is true and correct. I understand that any misrepresentation or omission of facts could result in not being accepted into the Magnetic Resonance Imaging Program.

**Signature of Applicant**

(Turn over and complete other side.)
Describe any health occupations experience (such as nurse=s aide, ward clerk, etc.)


The completed application, official transcripts, and recommendations must be forwarded directly to:

Linda Belknap, Career Counselor
Autry Technology Center
1201 W. Willow
Enid, OK 73703

I certify that all information on this application is true and correct. I understand that any misrepresentation or omission of facts could result in my application not being considered for the Magnetic Resonance Imaging Program.

Signature of Applicant

Date

Autry Technology Center does not discriminate on the basis of race, color, sex, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information. Autry Technology Center no discrimina por raza, color, sexo, origen nacional, religion, discapacidad, condicion de veterano, orientacion sexual, edad, o informacion genetica.
AUTRY TECHNOLOGY CENTER  
MAGNETIC RESONANCE IMAGING PROGRAM  
PROFESSIONAL RECOMMENDATION FORM  

(Recommendations from friends or family members will not be considered.)

RECOMMENDER: The individual whose name appears on the back of this form is applying for admission to Autry Technology Center’s Educational Program in Magnetic Resonance Imaging. This form must be on file before admission can be considered, therefore your prompt completion will be appreciated. Recommendations will be kept confidential.

<table>
<thead>
<tr>
<th>Please rate the applicant in the following areas:</th>
<th>Superior Upper 25%</th>
<th>Average Middle 50%</th>
<th>Poor Lower 25%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Motivation: Depth of commitment; determination</td>
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<tr>
<td>Maturity: Ability to adapt to life situations; adulthood</td>
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<td>Judgment: Ability to analyze or reach an intelligent conclusion; common sense</td>
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<td>Reliability: Sense of responsibility; promptness; dependability</td>
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<tr>
<td>Resourcefulness: Capability to manage or meet situations; originality</td>
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<td>Interpersonal Skills: Ability to get along or work with others; cooperation</td>
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<tr>
<td>Communication Skills: Ability to speak or clearly express oneself; articulateness</td>
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<tr>
<td>Perseverance: Ability to continue; endurance; stamina</td>
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<tr>
<td>Self-Confidence: Certainty of strengths and weaknesses; assuredness</td>
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</table>

Please check one of the following to indicate your recommendation:

☐ Recommend without reservation  ☐ Recommend with reservations  ☐ Cannot recommend at this time

COMMENTS

________________________________________________________________________

________________________________________________________________________

How long have you known the applicant? In what capacity?  
(Recommendations from friends or family members will not be considered.)

Your Name ___________________________ Your Employer/Position ___________________________
Address ____________________________________________
City ___________________________ State ______ Zip _______ Telephone Number ______
Signature ___________________________ Date ___________________________

PLEASE MAIL TO:  
Linda Belknap, Counselor  
Autry Technology Center  
1201 W. Willow, Enid, OK 73703  
(580) 242-2750 ext. 182
INSTRUCTIONS TO APPLICANT

Three completed reference forms are necessary before any admission decision can be made. Give this form to a responsible person and ask that person to mail the form directly to the name and address on the front.

TO BE COMPLETED BY APPLICANT:

I understand that this recommendation is for admission purposes only and will not be available for my review or part of any permanent record.

Name (please print)

Signature

Address

City ________________________________ State ______ Zip Code ________________

Telephone Numbers ________________________________ Date ______________________

Email Address

Atry Technology Center does not discriminate on the basis of race, color, sex, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information.

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AUTRY TECHNOLOGY CENTER  
MAGNETIC RESONANCE IMAGING PROGRAM  
PROFESSIONAL RECOMMENDATION FORM  

(Recommendations from friends or family members will not be considered.)

RECOMMENDER: The individual whose name appears on the back of this form is applying for admission to Autry Technology Center’s Educational Program in Magnetic Resonance Imaging. This form must be on file before admission can be considered, therefore your prompt completion will be appreciated. Recommendations will be kept confidential.

<table>
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<tr>
<th>Please rate the applicant in the following areas:</th>
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Please check one of the following to indicate your recommendation:

☐ Recommend without reservation  ☐ Recommend with reservations
☐ Recommend  ☐ Cannot recommend at this time

COMMENTS

________________________________________________________________________
________________________________________________________________________

How long have you known the applicant? ___________________________  In what capacity? ___________________________

(Recommendations from friends or family members will not be considered.)

Your Name________________________________________ Your Employer/Position________________________
Address__________________________________________
City________________________ State__________ Zip________ Telephone Number___________
Signature________________________________________ Date________

PLEASE MAIL TO: Linda Belknap, Counselor  
Autry Technology Center  
1201 W. Willow, Enid, OK 73703  
(580) 242-2750 ext. 182
INSTRUCTIONS TO APPLICANT

Three completed reference forms are necessary before any admission decision can be made. Give this form to a responsible person and ask that person to mail the form directly to the name and address on the front.

TO BE COMPLETED BY APPLICANT:

I understand that this recommendation is for admission purposes only and will not be available for my review or part of any permanent record.

Name (please print)

Signature

Address

City __________ State _____ Zip Code __________

Telephone Numbers ________________________________ Date ______________________

Email Address ____________________________________

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**COMMENTS**

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Federal Pell Grant
Free Application for Federal Student Aid (FAFSA)
The Federal Pell Grant program is a federally funded program which provides funds for educational expenses to adult students enrolled in financial aid approved, post-secondary education career programs. Pell Grant awards are dependent on the following:
- Student’s expected family contribution (EFC) as determined by the U.S. Department of Education using a standard formula to evaluate financial information (including income, assets, and family size)
- School’s cost of attendance
- Student’s enrollment status (full-time or part-time)
- Student’s actual number of clock hours attended by the student.

All adult and graduating high school students are encouraged to complete the FAFSA by applying online at www.fafsa.gov. The Autry school code is 013530. Application information is provided on the back of this form.

*Autry does not participate in any student loan programs.

Autry Educational Foundation Grant
The Autry Technology Center Educational Foundation is a nonprofit organization established to assist potential and current Autry students in reaching their educational goals. The foundation provides need-based grants for qualifying applicants who have exhausted all other means of financial assistance. For more information and an application, visit with the financial aid officer or applications can be found online at autrytech.edu/autry-foundation/.

Autry Scholarship
The Autry Scholarship is available to high school graduates who (1) live in the Autry district, (2) lived in the Autry district during their senior year in high school, and (3) meet enrollment guidelines. Students may attend during any or all of the three years immediately following high school graduation. This scholarship covers tuition only for semester-type classes.

Oklahoma Tuition Aid Grant (OTAG)
The Oklahoma Tuition Aid Grant is administered by the Oklahoma State Regents for Higher Education (OSRHE). The application for OTAG is the same application as for the Federal Pell Grant (FAFSA). To qualify you must be an Oklahoma resident attending an Oklahoma approved school. The priority deadline for OTAG is to file a FAFSA by March 1st.

Oklahoma Tuition Fee Waivers
Tuition fee waivers are available for active members of the Oklahoma Army and Air National Guard. The scholarship is funded by Autry Technology Center. Eligibility is determined upon continued active status in the guard, along with good standing in their unit and satisfactory performance in all required training. Applications are available in the Financial Aid Office.

Tuition fee waivers are also available for children of peace officers, fire fighters, military personnel, and Oklahoma EMT’s who died in the line of duty, and children of members of the Oklahoma Law Enforcement Retirement System who were catastrophically injured or killed in the line of duty. Waivers apply to resident and nonresident tuition for all classes offered at Autry Technology Center and shall be limited to a period of five years of which must be completed within 10 years of high school graduation.

Oklahoma’s Promise
This scholarship is administered by the Oklahoma State Regents of Higher Education (OSRHE). Students apply at their high school while enrolled in the 8th, 9th, or 10th grade. Student eligibility is determined by the OSRHE and is dependent upon enrollment in an approved Autry program. Contact the Financial Aid Office to ensure that proper procedures are taken to receive this scholarship.

For more information
Lisa Fuller, Financial Aid Officer
580.242.2750 ext. 136 | fuller@autrytech.edu | autrytech.edu

Scholarship Opportunities
OTHARA GRINES SCHOLARSHIP
This scholarship is administered by the Oklahoma Department of Career and Technology Education Foundation and offered to students who might not qualify for other financial aid. Scholarships are to be used for expenses that directly relate to a student attending a technology center class. Allowable expenses include: tuition, gasoline, books, uniforms, conference registration fees, school supplies, and childcare, if not paid by another source. Applications are accepted after the start of classes in the Fall and Spring.

CITY OF ENID VANCE SCHOLARSHIP
This scholarship is available to spouses and dependent adult children of active duty military who reside in Garfield County. Applications available at Autry’s Financial Aid office and Vance’s Education Service office. Completed applications must be verified and signed by Vance’s Education Service Officer (ESO).

FOLDS OF HONOR SCHOLARSHIP
Folds of Honor provides educational scholarships to the children and spouses of those killed or disabled while in service to our nation. For more information on applying for a Folds of Honor scholarship, please refer to eligibility requirements and application process at www.foldsofhonor.org/scholarships.

Other Assistance
DEPARTMENT OF REHABILITATIVE SERVICES (DRS VOC-REHAB)
Vocational Rehabilitation assists individuals who have barriers to employment. Services include testing, psychological evaluation, medical examination, and counseling services. In some cases DRS pays tuition, fees, books, and supply costs. Eligibility, application, and funding are determined by the Oklahoma Department of Human Services. Contact a local Vocational Rehabilitation Counselor at (580) 233-0244 for more information.

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
WIOA is a federal program which provides financial aid, employment information, job search support, training, and educational programs to applicants that meet economic, employment, and geographical guidelines as determined by a WIOA counselor. Contact the Financial Aid office for more information.

BUREAU OF INDIAN AFFAIRS (BIA)
BIA provides assistance to qualifying individuals on tribal rolls. Each tribe handles assistance through their tribal area offices. Grants may be available for tuition, supplies, and living expenses. Contact the Tribal Agency Educational Office for application information.

PRACTICAL NURSING ASSISTANCE
Physician’s Manpower is a nursing student scholarship/loan assistance program that is forgiven/repaid by a work obligation. Applications must be made by June 30th at www.pmtc.ok.gov/nssap.htm.
Criteria to Qualify for a Pell Grant

- You must be enrolled as a regular student in an eligible career program of 600 clock hours or more for the purpose of obtaining a certificate. Contact the Financial Aid Office for a list of eligible career majors.
- You must be a U.S. citizen or an eligible non-citizen with a valid social security number.
- You must demonstrate financial need as determined by the U.S. Department of Education upon FAFSA completion.
- You must have a high school diploma, GED, or home school equivalency, but not a bachelor's degree.
- You must be registered with the Selective Service (males only, 18 - 25 years of age).
- You must not have a disqualifying drug conviction (contact the Financial Aid Office for more information).
- You must sign the certification statement on the FAFSA stating that:
  - You are not in default on a federal student loan and do not owe money on a federal student grant.
  - You will use federal student aid only for educational purposes.
  - You will not receive a Federal Pell Grant from more than one educational institution for the same period of time.

Steps to Apply for a Pell Grant - www.fafsa.gov

All adult and graduating high school students are encouraged to complete the "Free Application for Federal Student Aid" (FAFSA) online at www.fafsa.gov.

1. Click on the FSA ID icon at the top of the FAFSA webpage to create an FSA ID to serve as your legal, electronic signature.
2. Write down your user name and password – you will use them for all FAFSA's you complete while in school.
3. PARENTAL INFORMATION: You will be asked questions to determine if you will need to provide parental information.
4. Wait approximately 24 hours after getting your FSA ID, then log onto www.fafsa.gov to complete your application.
5. If this is your first FAFSA for this school year choose the box that says "Start a New FAFSA". If you are making corrections or additions choose "Login".
6. Answer all questions on the application. Please note that HELP BOXES are available on the right side of the application.
7. Identify Autry as your school choice. Autry's Federal Code is 013530.
8. TAX INFORMATION: When you come to the tax information section of the FAFSA, please use the "LINK TO IRS" IRS Data Retrieval Tool to automatically fill in your tax information. This will save time and the effort of providing extra tax documentation to the Financial Aid Office by automatically verifying your tax information. Be sure your address is EXACTLY as it appears on your taxes!
9. After completing your FAFSA, sign it with your FSA ID (and your parent's, if applicable) and then "Submit" it.
10. You will receive your Student Aid Report (SAR) in a few days by e-mail from the U.S. Department of Education. Autry should receive it in 3-7 days.

Verification Documents Required

Your FAFSA may be selected for review by the U.S. Department of Education for verification of the information you reported. You may be asked to provide additional documentation for verification purposes. Failure to comply with verification requirements will result in forfeiture of aid.

These documents may include, but are not limited to:

- Proof of all income reported on the FAFSA (i.e. copy of federal income tax return transcripts or W2's and a non-filer document)
  UNLESS you use the IRS Data Retrieval Tool – using the IRS DRT makes verification easy!
- Completed and signed verification worksheets
- Proof of child support paid and/or proof of food stamps (SNAP) received

Disbursement of Pell Grants

Federal Pell Grants will typically be disbursed four times a year dependent upon enrollment date. Pell Grant funds will be applied directly to your tuition. Remaining financial aid funds less any student authorized charges will be disbursed by check through the Business Office.

*Lifetime Eligibility Used (LEU): Amount of Federal Pell Grant funds a student may receive is limited to the equivalent of six years (600%) of Pell Grant funding.

Please keep in mind that in order to be eligible for your Pell Grant disbursements, you must maintain Satisfactory Academic Progress - SAP (maintain a cumulative grade point average of 2.0 "C" or greater, maintain 90% attendance for each pay period, and keep a 150% pace of progression) and successfully complete all the clock hours and curriculum associated with the hours in each corresponding payment period. Please see the Financial Aid Officer for more information.

Nondiscrimination Policy

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