CHECKLIST FOR ENTERING NUCLEAR MEDICINE TEHCNOLOGY CLINICAL

_____ Check the School's website for dates for orientation and plan to attend from 8:30 – 4:30. Students **must** attend both days.

_____ Register for NMT courses. Register for any UCC classes using UCC's online e-service.

_____ Financial Aid – complete the FAFSA online at www.fafsa.ed.gov entering the schools' Financial Aid code – 006421.. The student's Student Aid Report (SAR) will be automatically sent to the school and the student will be notified by e-mail with instructions on downloading a copy for themselves. Student Financial Aid Award letters will be mailed to all eligible students when all requested documents are completed by the student, and as government funding permits. Financial aid/loans are deducted at time of billing and students are required to pay balance at time of billing. Students are informed by the Financial Aid Office of their total aid/loans, and are also informed by the Student Accounts Office that they must compare Award Letters to bills and pay any remaining balances by billing due dates.

_____ Complete Criminal Background Check form from the school's website and return to Carol Downs, Director of Student Services (mail to JFK Muhlenberg Schools, Park Ave. and Randolph Rd., Plainfield, NJ 07061 or drop it off at the School). Forms may also be distributed in class.

_____ Obtain clearance from JFK Occupational Health office, including drug screening The physical can be done with your personal physician, but the drug screening must be done at JFK Occupational Health. For more information see the *Student Handbook*, pp. 56-63.. Health forms can be printed from the school's website: www.muhlenbergschools.org. Call JFK Occupation Health to make an appt. for your physical and drug screening or just the drug screening – 732 321-7000 X 62526.

_____ CPR - Healthcare Provider: All students enrolled in clinical courses must have current CPR certification. To take the course at JFK, contact Deidre Goebel via phone or email – (732) 321-7000 Ext. 62091 or dsgoebel@solarishs.org and in the subject line, you must put "CPR." The course title is "Health Care Provider." It is a 4 ½ hour course and the cost is $65.00.

_____ Obtain Malpractice (Professional Liability) Insurance in the amounts of $2million per claim and $4million aggregate: All clinical students are required to bring their original malpractice statement along with one Xerox copy the first day of class. Although the school does not endorse any one particular company, many students obtain this insurance through Proliability.com (just Google *student liability insurance* to see insurance providers).

_____ Make an appointment for uniform fitting. Uniform guidelines and purchase information is on the school's website. You must make an appointment for a uniform fitting by calling Uniform Creations (908) 931-0110 or email uniformcreations@gmail.com.

_____ Booklists: Available at www.rittenhousebookstore.com. Enter the School Program as *muhlenberg* and then choose course - N121. You may purchase the books directly from this website or print the list and purchase elsewhere. Or you may call Rittenhouse at 1-800-345-6425.