



30745 SOLON ROAD :: SOLON, OH 44139
440.349.4700 :: WWW.RSTI-TRAINING.COM

RSTI SCHOOL CATALOG AND STUDENT HANDBOOK

RADIOLOGICAL SERVICE TRAINING INSTITUTE
dba RSTI
30745 SOLON RD
SOLON, OH 44139

PHONE: 440-349-4700 TOLL FREE: 833-229-7784
FAX: 440-349-2053
WEB SITE: www.rsti-training.com
E-MAIL: registration@rsti-training.com

Ohio State Board of Career Schools and Colleges
Reg. No. 93-09-1377T

2021-2023

This is to certify that the information contained in this
publication is true and correct in content and policy.

Signature _____ Date _____
Title _____

RSTI

LICENSING

RSTI is approved and/or registered with the following agencies:

State of Ohio Board of Career Colleges and Schools
Reg. No. 93-09-1377T

PURPOSE

The Radiological Service Training Institute (RSTI) is dedicated to providing the finest quality training in the diagnostic imaging industry. We offer a Certificate Program in Diagnostic Imaging X-Ray. RSTI provides technical training and continuing education for in-house hospital, shared service, government, independent, and major OEM personnel. RSTI also provides the continuing education necessary to keep up with the rapidly expanding medical technology found in today's sophisticated diagnostic imaging systems.

HISTORY OF THE SCHOOL

The Radiological Service Training Institute (RSTI) is a private, coeducational school located in Solon, OH. Since its founding in 1984, RSTI has aspired to create the finest learning environment of its kind for students to apply their skills to real world situations. We prepare graduates to provide scientific and engineering services to radiology departments.

The Diagnostic Imaging Instrumentation Program found jointly by RSTI and The George Washington University in 1992 was the first of its kind in the nation. While this program is no longer available, RSTI brought academic recognition to the field of diagnostic imaging service and continues to strive to set the academic and occupational standards for individuals seeking a professional career in the care, testing, and performance of high technology diagnostic imaging systems.

RSTI FACILITY, PHILOSOPHY, STAFF

At RSTI, our future is your future. Your future depends on quality education in a rapidly growing technological field. Our program offerings are designed to provide today's service professional with the skill advancements for peak clinical performance. And through our follow-up programs we can ensure that our curriculum continually meets the needs of today's image modalities. Our commitment to you is strong, and we're working hard to meet the challenge of enhancing system performance by providing the finest diagnostic service training in our industry.

The RSTI training facility has a complete complement of classrooms and labs. Included are CT scanners, radiographic, fluoroscopic and digital x-ray rooms, tomography rooms, diagnostic ultrasound systems, digital mammography units, and cardiac catheterization labs. Additional systems such as MRI, nuclear medicine, and radiation therapy are made available through RSTI's affiliation with local hospitals and industries.

RSTI's instructional staff consists of professional curriculum design experts who have instructed for various major manufacturers. Each is technically versed on many major manufacturers' products, state-of-the art instructional technology, and curriculum design. We believe we have the most qualified and versatile staff in the industry today.

RSTI's success can be attributed to our commitment to teach application of technical knowledge, not just theory. By allowing students to get vital hands-on experience while learning the theory behind the application, RSTI can teach skills that can be used on a variety of equipment. With \$9 million in state of the art imaging equipment and \$200,000 in test equipment at our facility RSTI has grown to become the world's largest independent training institute in the area of Diagnostic Imaging Instrumentation Maintenance and Management. All theory and lab exercises are based on practical service application.

RSTI'S PROGRAMS

CERTIFICATE PROGRAM IN DIAGNOSTIC IMAGING X-RAY

The certificate program is a program that offers a foundation in basic X-ray principles, including diagnostic radiology, advanced radiographic system maintenance, advanced fluoroscopic system maintenance, and diagnostic imaging system analysis.

To enter the Certificate Program, a student must have an Associates Degree in Electronics or the equivalent service experience. Applicants may be required to take an entrance profile exam to determine proficiency in basic electronics.

ADMISSIONS

GENERAL INFORMATION

Admission to RSTI shall be determined without regard to national origin, race, color, religion, sex or physical handicap. Students are enrolled on a first come, first served basis unless otherwise notified. Any student who is able to benefit from the program of instruction may apply for admission. Note: A High School Diploma or GED is required for all classes and programs. In addition, an Associates Degree may be required. A student who successfully completes a vocational technical program at RSTI will be awarded either a Certificate of Competency in Diagnostic Imaging X-Ray.

HANDICAPPED STUDENTS

RSTI practices nondiscrimination on the basis of handicap in the areas of employment, program accessibility, admissions, accessibility of physical facilities, treatment of students, housing, financial aid, employment assistance, and any nonacademic services. No qualified handicapped person shall, on the basis of handicap, be excluded from participation in or be denied the benefits of or otherwise be subjected to discrimination under any program sponsored by RSTI. RSTI wishes to provide every possible assistance to handicapped students. To this, however, RSTI must have reasonable notice of the special accommodations it will be asked to provide.

ENROLLMENT STATEMENT

RSTI has never considered the provisions of its catalog as an irrevocable contract between the student and the school. This publication attempts to present certain information for a specific school year in the most accurate and up-to-date fashion possible. This does not, however, preclude the possibility of changes taking place during the academic school year. If such changes occur, they will be publicized through normal channels and will be included in the catalog of the following printing.

RSTI does not consider its enrollment application as a contract subject to all conditions as stated. An enrollment application for a specific training program can be obtained from an RSTI Educational Representative, by writing to the Director of Admissions, or visiting the school. A student who enrolls in a program is to receive a copy of the enrollment application and a receipt for all moneys paid. The enrollment contract is not valid until received by the school and approved in writing by an official of RSTI.

Enrollment is on a continuous basis. Please consult the Technical Training Schedule for course start dates.

CANCELLATION POLICY

Enrollment may be canceled within 5 days of signing with no further obligation by either the school or program candidate.

STUDENT CONSUMER INFORMATION COURSE

Effective January 1, 2017, all Ohio students enrolling in a registered Ohio career college or school will be required to complete the online Student Consumer Information Course. This is an on-line course. Access will be granted to the student by school via an invitation code that will be distributed via email.

STUDENT INFORMATION

STUDENT SERVICES

The guidance office is open for the convenience and the welfare of the students. Students should feel free to contact the guidance office when they want information concerning career and vocational planning, skills involved in seeking a job or employment, armed services, college admission, financial aid, individual counseling, or any other area of need.

PLACEMENT

A placement coordinator is available to assist students in securing jobs upon completion of a vocational program. Students are encouraged to maintain contact with the job placement office throughout the school year. This will better enable that staff to assist the student in obtaining employment related to the field of study.

FOOD FACILITIES

A cafeteria is provided for the noon meal. Coffee and soda pop are readily available throughout the day. There are several restaurants available nearby where the student may obtain lunch. In addition, there is a small refrigerator for students to store their meals and/or snacks and a microwave for heating meals.

HOUSING

RSTI does not currently provide housing facilities for students. However, assistance will be given to students who desire help in obtaining housing in the adjacent community or at area hotels.

TRAFFIC AND PARKING

Adequate parking areas are provided. In order to maintain an orderly flow of traffic and to conform to fire safety regulations, it is essential that all persons entering the campus abide by the speed limits and park in the prescribed areas. RSTI assumes no responsibility or liability for loss or damage to any motor vehicle or its contents.

TEXTBOOKS

It may be necessary for students to purchase textbooks for some programs. Instructors will inform students as to which textbooks they will need for their program. The office will have available the necessary books or a resource for procuring the books or a resource for procuring the books for the convenience of the students.

POLICY FOR GRANTING A CERTIFICATE UPON SUCCESSFUL COMPLETION OF TRAINING

A student who satisfactorily completes the training will be awarded a certificate of completion for each class with a Certificate upon completion of the entire X-Ray Certificate Series.

SCHOOL POLICIES

REFUND POLICY

RSTI's refund policy is in accordance with Ohio Administrative Code 333-2-1-10.

1. A student who starts class and withdraws before the academic term is fifteen per cent completed will be obligated for twenty-five per cent of the tuition and refundable fees for the current academic term plus the registration fee.
2. A student who starts class and withdraws after the academic term is fifteen per cent complete but before the academic term is twenty-five per cent completed will be obligated for fifty per cent of the tuition and refundable fees for the current academic term plus the registration fee.
3. A student who starts class and withdraws after the academic term is twenty-five per cent complete but before the academic term is forty per cent completed will be obligated for seventy-five per cent of the tuition and refundable fees for the current academic term plus the registration fee.
4. A student who starts class and withdraws after the academic term is forty per cent completed will not be entitled to a refund of the tuition and fees for the current academic term.

Application fees are non-refundable.

STUDENT COMPLAINT PROCEDURE

Any student complaints should be discussed with the appropriate instructor. If the problem is resolved in this manner, a report will be made by the instructor indicating resolution, then signed by the instructor, student, and dated. This will be filed in the "complaint file."

If the above approach does not solve the problem, the student will be directed to the Director of Education, or department head, for resolving the problem. At this time the complaint will be in writing and a resolution attempt made by the Director of Education and the student. Records will be kept as to the progress and disposition of the complaint.

If the above approach still does not solve the problem, the school will continue to work toward a resolution and the student will be advised that he can register the complaint with:

Executive Director
State Board of Career Colleges and Schools
30 E. Broad St, Suite 2481
Columbus, Ohio 43215-3414
Telephone (614) 466-2752 or Toll Free (877) 275-4219

Student grievances related to section 504 of the Rehabilitation Act of 1973 or Title IX of the Educational Amendments of 1972 should be directed to the coordinator of these programs or the appropriate designee.

STUDENT LEAVE

Student leave of absence is permitted in the event of family emergency or personal crisis. Coursework already completed does not have to be taken again. The student may continue at the appropriate point during the next available course offering.

ABSENCES

Absences are not to exceed 20% of the total length of each course or two consecutive days. If absences exceed 20% of the scheduled hours or two consecutive days, coursework may be made up at the discretion of the instructor or during the next available course date.

TARDINESS

A student reporting more than 2 hours late for a scheduled class will be considered tardy. Three tardies are considered one absence.

MAKE-UP WORK POLICY

Make-up work is at the discretion of the instructor. It is possible that some or all lecture or lab may be made up immediately with after-hours time spent at RSTI. In other cases, make-up may require attending missed days during the next scheduled class. Interruption of termination for unsatisfactory work or attendance is at the discretion of the instructor and/or School Director.

ACADEMIC INFORMATION AND REGULATIONS

SCHOLASTIC REQUIREMENTS AND CREDITS

To remain at RSTI, a student must maintain satisfactory grades. Grades are determined by daily work, periodic examinations, and quality of work. The letter grades in reporting are as follows:

97-100%=A+	87-89%=B+	77-79%=C+	67-69%=D+	Below 60% = F
93-96% = A	83-86% = B	73-76% = C	63-66% = D	
90-92% = A-	80-82% = B-	70-72% = C-	60-62% = D	

<u>Grade</u>		<u>Quality Points</u>
A	Superior	4
B	Good	3
C	Average	2
D	Poor	1
F	Fail	0
I	Incomplete	0
W	Withdraw	0

Grade point average is calculated by multiplying quality points by semester hours.

Unless an I is removed within one semester after date received, the grade may automatically become an F grade. Any student receiving a grade of F in a course must repeat the course. Two failures in the same course may be cause for withdrawal.

If a student receives less than an overall minimum accumulative grade point average of 2.0, they will be placed on academic probation. Students on probation will be interviewed by an instructor or School Director to determine re-entrance or dismissal prior to the next scheduled course. If the student has resolved the problems causing the unsatisfactory progress of conduct, he may re-enter the program at any time.

An overall cumulative minimum grade point average of 2.0 is required for graduation. Students whose averages range from 3.4 to 4.0 are named to the Dean's List for that semester.

ACADEMIC HONESTY

It is the position of RSTI that the responsibility for academic honesty is that of the student. It is expected the student's work will be the product of his/her own efforts unless the student clearly indicates otherwise. Academic honesty is an important element of mature, responsible learning. Dishonest scholarly practices include but are not necessarily limited to appropriating, in whatever form, another's work and submitting it as one's own, intentionally falsifying information, or taking another's ideas with the intention of passing these ideas off as one's own.

Consequences for proven cases of dishonest scholarly practices shall be decided by the faculty of the program in which the cheating occurred. Consequences may include:

1. "F" being given for the particular test, project, paper, etc., on which the cheating has occurred; or,
2. Failure for the course in which the offense occurred; or,
3. Dismissal from RSTI.

The student shall have the right to present his/her case through the student appeals procedure. Contact the office of the Vice-president for more information.

It is recognized by RSTI that the prime responsibility for academic honesty belongs to the individual student; however, the instructor will endeavor to create a learning environment that discourages cheating and encourages honest scholarship.

GRADE REPLACEMENT POLICY

A student may retake a course as many times as he/she wishes. Only the most recently earned grade will count for credit or in the student's accumulative average. However, an indication that the student attempted the course more than once will remain on the transcript.

GRADE TRANSCRIPTS

Official transcripts of grades may be requested through the office of student records. Requests must bear the student's name, social security number, approximate dates of attendance, and signature. Official transcripts cost \$3.00. Processing time for an official transcript is 24-48 hours.

Students may pick up their transcripts at the Office of Student Records or they may request that the transcript be mailed to them.

TRANSIENT STUDENTS

Students may complete a number of credits at another college and transfer them to RSTI. In order to do this, the Transient Student Contract form, available in the Office of Student Records, must be completed. Prior approval from the Counseling Office is required. An official transcript of all credits earned as a transient student must be sent to the Office of Student Records in order to apply such credits to graduation requirements.

STUDENT HANDBOOK

A student handbook outlining the basic administrative and student policies for all students attending RSTI will be distributed to all new students at the beginning of the term.

SUBSTANCE ABUSE POLICY

The campus of RSTI is a drug free zone. As such, the unlawful possession, use, or distribution of drugs and alcohol by students or employees is forbidden. Those persons found to be in violation of this policy will be prohibited from attending this school, financial aid will be terminated, and legal action will be taken.

Students preparing for careers must realize that substance abuse can cause physical impairment and thus compromise safety. In the workplace where the safety of workers is paramount, there is no such compromise. Likewise, in a training facility such as RSTI, safety cannot be compromised, and substance abuse has no place.

WEAPONS

Under no conditions will any weapon be permitted in or on the school property. Violators will be liable for expulsion and/or legal action.

HEALTH

Students attending RSTI must be in a satisfactory state of health to meet employment requirements in the area for which they are being trained. In case of accidents or illness while attending RSTI, the student will be referred to or taken to a local hospital or physician for professional medical attention. RSTI will not be responsible for payment of these services as they are of a personal nature, and the student should be insured for their personal protection.

TOOLS / EQUIPMENT / UNIFORM

Some courses require basic tools, equipment, uniforms, etc., to be purchased by the student. These courses have a basic tool list given by the instructor to the student.

WITHDRAWAL

To make a proper withdrawal from school, a student must confer with their instructor then report to the student services coordinator to establish the reason for withdrawal. It is the responsibility of the student to clear all outstanding accounts with the school. Information regarding credits and performance will not be issued to other schools or places of employment until these requirements have been met.

PROPERTY DAMAGE

Students who negligently lose, destroy, damage, sell or otherwise dispose of school property placed in their possession or entrusted to them will be charged for the full extent of the damage or loss and are subject to disciplinary add/or legal action.

STUDENT CONDUCT

It is assumed that students enrolling are mature, have a desire for constructive learning, and are coming to RSTI with that purpose in mind. The role of the school is to develop the student's talents in an occupation that will enable a student to earn a living. Students suspended from school for disciplinary reasons must be readmitted through the Office of the Director and give reasonable assurance of intent to complete the training program.

FINANCIAL AID AND INSTITUTIONAL GRANTS AND SCHOLARSHIPS

RSTI is currently not an eligible school for Federal Financial Aid as authorized by the Higher Education Act, such as The Pell Grant. Students currently enrolled may qualify for grants or loans from various federal and state aid programs. Students must apply for these funds to determine eligibility.

Information regarding application and qualification for loans may be obtained from your lending institution or from the Financial Aid Office at RSTI. We urge all students at RSTI to pursue financial aid funds for which they may qualify. All forms and information can be obtained by contacting or scheduling an appointment at the Counseling Office.

CREDIT FOR PREVIOUS EDUCATION, TRAINING, AND/OR EXPERIENCE

Previous education and training will be evaluated by the School Director and appropriate credit given upon request. Students are given the opportunity to test out of certain courses if they have completed similar coursework offered in the military, by original equipment manufacturers, and on-the-job training or experience.

TUITION AND FEES

Tuition and fees are effective July 1, 2021 and may change prior to graduation. Any fee increases will become effective for the school term following student notification of the increase. Please consult RSTI's Registrar's office for current tuition and fees. The 2021 total tuition for completion of the Certificate Program is \$19780.

X-Ray Certificate TERM 1	XR001 & XR001L	\$4795
	XR002 & XR002L	\$4895
	XR003 & XR003L	\$4995
	XR004 & XR004L	\$5095
	Other charges (graduation, etc.)	Contact Registrar's Office

RSTI CERTIFICATE PROGRAM

IN

DIAGNOSTIC IMAGING X-RAY

The Certificate Program offers a foundation in basic x-ray principles, including diagnostic radiology, advanced radiographic system maintenance, advanced fluoroscopic system maintenance, and diagnostic imaging systems analysis.

Typically this program is of interest to people already working in the field. The Certificate Program presumes a good working knowledge and basic experience in electronics and electricity, and allows a student to specialize in the technical aspects of Diagnostic Imaging Instrumentation.

To enter the Certificate Program a student must have an Associate Degree in Electronics or the equivalent service experience. Applicants may be required to take an entrance profile exam to determine proficiency in basic electronics.

CURRICULUM

Term	Course #	Subject	Lecture	Lab
I	XR001	Principles of Servicing Diagnostic X-Ray Systems	35	
	XR001L	Principles of Servicing X-Ray Systems Lab		35
	XR002	Radiographic Systems Maintenance (Phase II)	35	
	XR002L	Radiographic Syst. Maint. Lab		35
	XR003	Fluoroscopic Systems Maintenance (Phase III)	35	
	XR003L	Fluoroscopic Maint. Lab		35
	XR004	Advanced Imaging Systems Analysis (Phase IV)	35	
	XR004L	Diagnostic Imaging System Analysis Lab		35
TOTAL			140	140

One Term
280 Total Clock Hours
Total Weeks 8

Upon completion of this program, the student will be awarded an X-ray Certificate in Diagnostic Imaging from RSTI and a plaque stating "Certified Diagnostic Imaging Instrumentation Specialist."

RSTI CERTIFICATE PROGRAM in DIAGNOSTIC IMAGING X-RAY

COURSE DESCRIPTIONS

XR001 Introduction to X-ray

Divided into six major learning units: introduction to radiography, radiation safety, production of x-rays, formation of the x-ray image, image receptor technologies and PACS troubleshooting basics.

XR001L Introduction to X-ray Lab

Perform various tasks on imaging equipment to support, demonstrate, and reinforce material taught in course. Must be taken simultaneously with XR001.

XR002 Introduction to Radiographic System Maintenance

Introduction to various radiographic systems, learn to identify and repair malfunctions, as well as perform preventative maintenance and compliance tests on the systems.

XR002L Radiographic System Maintenance Lab

Perform various tasks on radiographic equipment to support, demonstrate, and reinforce material taught in course. Must be taken simultaneously with XR002.

XR003 Introduction to Fluoroscopic System Maintenance

Introduction to various fluoroscopic systems, learn to identify and repair malfunctions, as well as perform complete calibration on fluoroscopic imaging systems and evaluate overall performance.

XR003L Fluoroscopic System Maintenance Lab

Perform various tasks on imaging equipment to support, demonstrate, and reinforce material taught in class. Must be taken simultaneously with XR003.

XR004 Advanced Diagnostic Imaging System Analysis

Acquire skills necessary to restore an x-ray imaging system to optimum performance after replacing the system glassware. Perform proper de-installation procedures, proper pre-installation inspections, and proper installation procedures. Perform calibration and compliance tests of the system and complete all necessary paperwork.

XR004L Advanced Diagnostic Imaging System Analysis Lab

Perform various tasks on imaging equipment to support, demonstrate, and reinforce material taught in course. Must be taken simultaneously with RAD-99.

RSTI Staff Preview

Administrative

Registrar: Anna Morrison (1990-Present)

Background: Anna has been with RSTI since 1990, starting in a Sales & Marketing position. Today, as Training Registrar, her major duties include recruitment, student selection, enrollment, selecting and organizing trade shows, and other associated administrative duties. Anna is also RSTI's School Certifying Official for the GI Bill.

Education: Anna graduated from John Carroll University (Cleveland, Ohio) in 1984 with a B.A. in English and a Business Concentration.

Librarian: Donna Hastings (1988-Present)

Background: Donna's major responsibilities include developing and maintaining classroom documentation, RSTI's videotape library and technical library.

Education: Donna has a B.S. in Education from Cleveland State University.

President and CEO, Director of Training: Todd Boyland

Background: Todd joined RSTI as an Instructor in 2001. Todd is CPSM (Certified PACS Systems Master) Certified as a PACS administrator. His expertise in various areas of DICOM and computer networking and administration qualified him to develop updated curriculum and serve as Lead Instructor for RSTI's PACS Engineer/Administrator Certification Series. He serves as CEO and Director of Training of RSTI Training, and RSTI's Radiation Safety Officer (RSO).

Education: B.S. in Business Administration from Alfred University (Alfred, NY), May 2001.

Teaching Faculty

Instructor: Dale Cover

Courses: XR001 and XR001L Principles of Servicing Diagnostic X-Ray Systems and Lab, XR002 and XR002L Radiographic System Maintenance and Lab, XR003 and XR003L Fluoroscopic System Maintenance and Lab, XR004 and XR004L Diagnostic Imaging Systems Analysis and Lab.

Background: Dale Cover joined RSTI in 1990. He has held positions as Lab Instructor, Technical Instructor, Senior Instructor and Training Manager. He served as VP and Director of Training from 2009-2013. In January 2013, Dale was promoted to the position of President. In July 2019, Dale has retired from his administrative duties at RSTI, but continues to serve as academic advisor and Senior Technical Instructor, and as a current member of the RSTI Board of Directors.

Prior to coming to RSTI, Dale worked as Chief of Technical Operations for a start-up wireless cable company. Dale also served in the US Army for 8 years in the field of Satellite Systems repair. Other electronics experience includes Field Service with Picker International and Satellite Assembly and Testing with TRW.

Education: Dale received his electronics training in the US Army as well as leadership, equipment maintenance management, instructor and personnel management training. Dale is a Certified Radiological Equipment Specialist (CRES#170).

Instructor: Todd Boyland

Courses: XR001 and XR001L Principles of Servicing Diagnostic X-Ray Systems and Lab,

Background: Todd joined RSTI as an Instructor in September 2001. He brings with him expertise in various areas of computer networking and administration. In addition to his duties as an Instructor, Todd manages RSTI's Intranet and computer network. In addition to his teaching duties, Todd serves as CEO, Director of Training.

Education: B.S. in Business Administration from Alfred University (Alfred, NY), May 2001.

Instructor: Mike Petelin

Courses: XR001 and XR001L Principles of Servicing Diagnostic X-Ray Systems and Lab

Background: Mike joined RSTI as an Instructor in February 2005. Mike is CRES (Certified Radiology Equipment Specialist) and CPAS (Certified PACS Associate) Certified. His experience in communications design and engineering sales and technical support qualified him to update and teach our Analog and Digital Mammography, portable X-ray and PACS/DICOM courses.

In addition to his responsibilities as an instructor, Mike aids in the management of the RSTI intranet and DICOM/Digital modality network.

Education: B.S. in Electronic Engineering from University of Akron (Akron, OH), May 2001.

Instructor: Dave Domanski

Courses: XR001 and XR001L Principles of Servicing Diagnostic X-Ray Systems and Lab, XR002 and XR002L Radiographic System Maintenance and Lab

Background: Dave was hired by RSTI as a Lab Instructor in March 2005. During his previous employment with RPS Imaging, Dave attended RSTI's Certificate Series. He was quickly promoted to Technical Instructor and is currently the lead instructor for RAD-167 and RAD-167L and RAD-184 and RAD-184L. Dave is also responsible for upkeep and updating of RSTI's training labs and associated tools and test equipment.

Education: Attended Indiana University 1989-1992. Graduated from RSTI's Certificate Series in January 2003. Completed many manufacturers' training programs on specific radiographic and ancillary equipment.

Instructor: Joe Geary

Courses: XR001 and XR001L Principles of Servicing Diagnostic X-Ray Systems and Lab, XR002 and XR002L Radiographic System Maintenance and Lab, XR003 and XR003L Fluoroscopic System Maintenance and Lab

Background: Joe was an Electronics Technician First Class in the US Navy Submarine Force from 1980-1990. He also served as lead instructor at the Strategic Weapons Systems Electronics "A" School, teaching basic and advanced electronic courses. Primary duties while aboard the USS James K. Polk were maintenance and repair of all the electronic equipment associated with the ship's Inertial Navigation System.

Joe joined RSTI as an instructor in October 1990. Additionally, he installed, repaired, and calibrated equipment from various manufacturers; provided on-site technical support to field service engineers and telephonic technical support to field service engineers; and interacted with manufacturers for the purpose of acquiring and demonstrating test equipment used in the servicing of diagnostic imaging systems.

Joe served as Supervisor of Diagnostic Imaging Training at Ditec from 1992-2013. He was also President of JC Imaging, performing preventative and corrective maintenance as Instrumentarian's Field Service Representative from 1999-2009. Joe returned to RSTI in February of 2014, and currently holds the position of Technical Training Instructor.

Education: Joe attended City College of San Diego, Electronic Engineer School (ETC-7).

Instructor: Kerry Nesmith

Courses: XR001 and XR001L Principles of Servicing Diagnostic X-Ray Systems and Lab

Background: Kerry Nesmith joined RSTI as in an Instructor in January 2018. Prior to working at RSTI, he worked for in house programs as a BMET, Imaging Specialist and then a Lead Technician.

During the time in the military, he worked on field equipment that was used for air drop and logistic missions. After leaving the Army, he took a position at a hospital working as the OR Biomed which opened up the path to Imaging Service. Kerry was responsible for maintaining the C-arms and Mobile units in the OR.

Kerry completed RSTI'S X-Ray Certificate series (Phases I-IV), along with several other multivendor and product-specific training courses. Kerry also attended OEM service training at OEC, GE, Shimadzu and Siemens.

Education: Kerry graduated the DOD Biomedical School in 2004. He also completed RSTI's X-Ray Certificate Series in June 2013.

Instructor: Lance King

Courses: MR001 and MR002 Introduction to Servicing MRI Systems (Phases I and II)

Background: Lance King joined RSTI as an MRI Training Instructor on July 1, 2019. Prior to working at RSTI, Lance spent 37 years working for Philips Healthcare. After four years in the X-Ray Systems department, Lance joined the MRI division in 1985.

As part of the MRI division Lance was initially involved with creating FDA PMA documents and afterwards 510(K) submissions. Next, as part of the Systems Engineering group, he worked on every aspect of the hardware and software of the MRI systems. Lance's projects also included working on specialty MRI systems such as the NIAD Biohazard MRI, 3T PET-MR and the 7T Ultra High Field system. Lance finished his career at Philips as an MRI Course Development / Training Engineer.

In addition to his engineering work, Lance was a member of the NEMA technical committee for MR. He worked with Philips Federal Retention Group in dealing with governmental contracts with the VA and the Department of the Navy.

Education: Lance is a graduate of the University of Cincinnati holding an associate degree in Electronics Engineering.

RSTI

Radiological Service Training Institute (State of Ohio Reg. No. 93-09-1377T)

30745 Solon Rd.

Solon, OH 44139

Phone (440) 349-4700

Fax (440) 349-2053

Website: www.rsti-training.com

Email: registration@rsti-training.com

Enrollment Agreement

You must complete all the information below. If information is missing or incomplete, your application cannot be processed and will be returned to you.

Student Name _____ Date _____

Address _____ City: _____ State: _____ Zip: _____

Phone _____ Email Address _____

Social Security Number ____-____-____ Date of Birth __/__/____ Gender M F

Are you currently enrolled in any Ohio university? Y N

Previous Education: High School Name/Graduation Date _____

College/Degree/Graduation Date _____

For what program are you registering?

Certificate Program in X-Ray (280 Clock Hours - Expected Program Length 1 Year)

Course No.	Course Title	Start Date	Clock Hours

Tuition and Fees

Tuition and fees are effective July 1, 2021 and may change prior to graduation. Any fee increases will become effective for the school term following student notification of the increase. Please consult RSTI's Registrar's office for current tuition and fees. The 2021 total tuition for completion of the Certificate Program is \$19780.

X-Ray Certificate	TERM 1	XR001 & XR001L	\$4795	\$_____
		XR002 & XR002L	\$4895	\$_____
		XR003 & XR003L	\$4995	\$_____
		XR004 & XR004L	\$5095	\$_____
Other charges (graduation, etc.)		Contact Registrar's Office		\$_____

RSTI ENROLLMENT AGREEMENT (page 2 of 2)

Tuition and Fees Total Amount

\$ _____

Check or money order _____ Purchase order number (if applicable) _____

Credit card: Visa/MC/Discover _____ Expires _____

Signature _____

Payment Policy: Payment is due prior to or on the first day of each class. Check or money order should be payable to RSTI. Students residing outside the United States should pay fees on a United States bank, payable in U.S. dollars. Bank drafts will not be accepted.

Cancellation and Settlement Policy: An enrollment agreement may be canceled within five calendar days after the date of signing provided that RSTI is notified of the cancellation in writing. RSTI will promptly refund in full all tuition and fees paid pursuant to the Enrollment Agreement no later than 30 days after cancellation.

Refund Policy for Ohio state-enrolled students: If the student is not accepted into the training program, all monies paid by the student shall be refunded. Refunds for books, supplies and consumable fees shall be made in accordance with Ohio Administrative Code section 333-2-1-10.1. There is one (1) academic term for this program that is 8 weeks in length. Refunds for tuition and refundable fees in clock hour programs shall be made in accordance with the following provisions as established by Ohio Administrative Code section 333-2-1-10:

1. A student who starts class and withdraws before the academic term is fifteen per cent completed will be obligated for twenty-five per cent of the tuition and refundable fees for the current academic term plus the registration fee.
2. A student who starts class and withdraws after the academic term is fifteen per cent complete but before the academic term is twenty-five per cent completed will be obligated for fifty per cent of the tuition and refundable fees for the current academic term plus the registration fee.
3. A student who starts class and withdraws after the academic term is twenty-five per cent complete but before the academic term is forty per cent completed will be obligated for seventy-five per cent of the tuition and refundable fees for the current academic term plus the registration fee.
4. A student who starts class and withdraws after the academic term is forty per cent completed will not be entitled to a refund of the tuition and fees for the current academic term.

The school shall make the appropriate refund within 30 days of the date the school is able to determine that a student has withdrawn or has been terminated from a program. Refunds shall be based upon the last date of a student's attendance or participation in an academic school activity.

Complaint or Grievance Procedure: All student complaints should be first directed to the RSTI personnel involved. If no resolution is forthcoming, a written complaint shall be submitted to Todd Boyland, Director of RSTI. Whether or not the problem or complaint has been resolved to the student's satisfaction by RSTI, the student may direct any problem or complaint to the Executive Director, State Board of Career Schools and Colleges, 30 East Broad Street, Suite 2481, Columbus, OH 43215, Phone 614-466-2752, Toll-free 877-275-4219.

I ACKNOWLEDGE THAT I HAVE RECEIVED A COLLEGE CATALOG AND AGREE WITH THE SCHOOL POLICIES AND PROCEDURES AS STATED. I ACKNOWLEDGE THAT I HAVE RECEIVED AND READ A COPY OF THIS AGREEMENT.

Applicant Signature _____

Date _____

RSTI Representative _____
Revised July 2021

Date _____