

Policy Title	Graduation Requirements
Policy Number:	ADM 3.12
Department:	SOMI
Functional Area:	Dean of Enrollment Management
Contributing Department	
Approved by:	RHEI Leadership Team
Effective Date:	8/1/2025
Version:	1
Status:	Approved
Manual	To be entered by Compliance360 System administrators or N/A if not in C360
Section	ADM 3

I. Mission, Vision and Values

This policy reflects our commitment to human dignity, integrity, compassion, stewardship, and service by guiding decisions and actions that uphold respect for all individuals and promote excellence in our work.

This policy aligns with our mission of extending the compassionate ministry of Jesus by improving the health and well-being of our communities and providing good help to those in need, especially the poor, dying, and underserved by ensuring that our practices support ethical, effective, and accountable service across all areas of the organization.

II. Policy

SOMI's eligibility for awarding degrees and participation in graduation commencement.

III. Scope

This policy applies to all students enrolled in SOMI.

IV. Policy Details

The following criteria must be met to receive an Associate of Applied Science degree in Radiologic Technology:

- Submit *Intent to Graduate* form to the Office of Records and Registration by the date published in the School's Academic Calendar.
- Complete all didactic and clinical course requirements of the curriculum with a minimum grade of C (80).
- Satisfy all clinical competency requirements of the school.
- Return all items belonging to the school.

- Complete a student survey.
- Complete at least 30% of credit hours required for the degree through instruction offered by the school.
- Attend the graduation commencement ceremony unless a written request to be excused is approved by the Dean.

Commencement

Commencement is held once a year at the close of the spring semester. Students may participate in commencement if they have fulfilled all administrative responsibilities and have completed all degree requirements.

V. Definitions

None

VI. Attachments

N/A

VII. Related Policies and Procedures

None

VIII. Regulatory Notices

Nothing in this policy creates a contractual relationship between Bon Secours St. Mary's Hospital School of Medical Imaging (SOMI), a department owned and controlled by Bon Secours St. Mary's Hospital of Richmond, LLC, and any party. SOMI, in its sole discretion, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

IX. Version Control

Version	Effective Date	Next Review Date	Description	Supersedes, if applicable	Prepared By
1.0	4/13/2002	N/A	Policy Adopted	N/A	Dean of Student Affairs
2.0	6/20/2023	N/A	Minor Revisions	1.0	Dean of Student Affairs
2.1	4/15/2025	4/15/2028	New Regulation revisions	2.0	Dean of Student Affairs

1	4/15/2025	4/15/2028	Version changed – BSMH Template Adopted/Ownership Change	2.0	Dean of Enrollment Management
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This policy/procedure/guideline is not intended to establish a standard of clinical or non-clinical care or practice. Rather, this policy/procedure/guideline creates a general tool to help guide decision-making with the understanding that different action(s) may be necessary in response to the totality of the circumstances presented.

Sites revised 05/06/2025- Bon Secours Mercy Health adopts the above policy, procedure, policy & procedure, guideline, manual / reference guide / instructions, or principle / standard / guidance document for all Bon Secours Mercy Health entities including, but not limited to, facilities doing business as Mercy Health – St. Vincent Medical Center, St. Vincent – St. Charles Hospital, St. Vincent – St. Anne Hospital, Mercy Health – Perrysburg Medical Center, Mercy Health – Tiffin Hospital, Mercy Health – Willard Hospital, Mercy Health – Defiance Hospital, Mercy Health Allen Hospital LLC, Mercy Health - Lorain Hospital, Mercy Health St. Elizabeth Youngstown Hospital, Mercy Health St. Joseph Warren Hospital, Mercy Health - St. Elizabeth Boardman Hospital, Mercy Health - St. Rita's Medical Center, Mercy Health – Springfield Regional Medical Center, Mercy Health - Urbana Hospital, Mercy Health - Anderson Hospital, Mercy Health - Clermont Hospital, Mercy Health – Fairfield Hospital, Mercy Health - West Hospital, The Jewish Hospital – Mercy Health, Mercy Health – Kings Mills Hospital, LLC, Mercy Health - Lourdes Hospital LLC, Mercy Health – Marcum and Wallace Hospital, Chesapeake Hospital Corporation DBA Rappahannock General, Maryview Hospital, Bon Secours Richmond Community, Bon Secours Memorial Regional Medical Center, Bon Secours – St. Mary's Hospital, Bon Secours St. Francis Health System, Bon Secours St. Francis Medical Center, Bon Secours Mary Immaculate Hospital, Bon Secours - Southside Medical Center, Bon Secours Mercy Health Franklin, LLC, Southern Virginia Medical Center, and Bon Secours Harbour View Medical Center. This also may apply to Bon Secours Mercy Health Medical Group LLC and its medical group affiliates.