

**Columbia University Fu Foundation School of Engineering and Applied Science
Application Agreement for the
Certificate of Professional Achievement in Medical Physics**

The CAMPEP-accredited Certificate of Professional Achievement in Medical Physics is designed for physicists who wish to apply for medical physics certification examinations by the American Board of Radiology (ABR). Beginning in 2014, medical physicists will be required, as a prerequisite, to have completed a two-year residency in medical physics prior to taking Part 2 of the ABR certification examination. This non-degree program is designed to fulfill the academic component of the medical physics residency requirement. As stated on the ABR website, to be eligible for Part 1 of the ABR Examination, applicants "must be enrolled in or have graduated from a CAMPEP-accredited program (graduate program, DMP program, certificate program or medical physics residency)."

Certificate students will take instruction leading to a "Certificate of Professional Achievement" and requiring satisfactory completion of six of the following courses: APPH E4500, Health physics; APPH E4600, Dosimetry; APPH E4330, Radiobiology for medical physics; APPH E6319, Clinical nuclear medicine physics OR APPH E6330, Diagnostic radiology physics; APPH E6335, Radiation therapy physics OR APPH E6336, Advanced topics in radiation therapy; APBM E4650, Anatomy for physicists and engineers.

Applicants are required to do the following:

1. Submit an application online. GRE scores and letters of recommendation are not required.
2. Read, sign, date, and return this agreement to the Office of Graduate Student Services, attention T. Simon, 530 S. W. Mudd, MC 4708, Columbia University, New York, NY 10027.
3. If you are not a U.S. citizen or Permanent Resident, include a copy of original/valid immigration status documents.* Original documents must be presented in person at the time of registration.

After you have submitted your application online and have separately returned the supplemental material, the Office of Graduate Student Services will forward your application to the Program in Medical Physics for their review and decision. Students are admitted to the Department as Certificate-track Students.

Enrollment policies and procedures for the Certificate of Professional Achievement in Medical Physics:

Certificate students will be allowed to take six of the courses previously outlined. Students must complete an Add/Drop Form and obtain appropriate signature approval. After obtaining the appropriate signatures, students must take the Add/Drop Form to the University Registrar located in 205 Kent Hall for processing.

Please note that you can add or drop a course without financial penalty during the Change of Program period (Add/Drop Period) during the first two weeks of the semester. If you drop a course after this designated period, you will be responsible for paying the full tuition for the dropped course. Switching or swapping courses is not allowed after the Change of Program (Add/Drop Period). You may be eligible for a prorated tuition refund if you withdraw completely from enrollment and will be automatically charged a \$75.00 withdrawal fee. If you have questions about this policy, please consult with a staff member from the Office of Graduate Student Services.

One-semester lapses in registration are allowed for students in the Medical Physics Certificate Program. If two or more consecutive semesters are skipped, students must apply for readmission. Rules extant at the time of readmission will apply. After skipping a semester, a student must inform the Medical Physics Program Coordinator of his/her intent to register for the following semester so that online registration for that student can be enabled.

In keeping with the University rules for professional degrees, a minimum grade-point-average of 3.0 is required for conferral of the Certificate of Professional Achievement in Medical Physics. A student who, at the end of any term, has not maintained the grade-point-average required for the Certificate may be asked to withdraw.

** THIS APPLICATION IS FOR PART-TIME COURSEWORK ONLY. THOSE WHO NEED TO HAVE AN I-20 OR DS-2019 (STUDENT VISA) ISSUED BY COLUMBIA UNIVERSITY CANNOT APPLY. IF YOU ARE NOT A CITIZEN OF THE U.S. OR PERMANENT RESIDENT, YOU MUST PROVIDE EVIDENCE OF A VALID IMMIGRATION STATUS THAT ALLOWS YOU TO INCIDENTALLY STUDY PART-TIME IN THE U.S. SUCH AS: A-1, E-1, G-4, H-1, H-4, K-3, L-1, CANADIAN TN (TRADE N.A.F.T.A.), etc.. (PLEASE BRING THE ORIGINAL DOCUMENT WITH YOU). IF YOU MAINTAIN AN EMPLOYMENT AUTHORIZATION CARD (OPT), YOU WILL BE ALLOWED TO TAKE ONLY ONE GRADUATE LEVEL COURSE. (PLEASE BRING THE ORIGINAL CARD WITH YOU).*

Student's Signature _____ Date: _____