

HARBOR-UCLA MEDICAL CENTER  
SCHOOL OF RADIOLOGIC TECHNOLOGY

PHONE: 424-306-8420

To: Potential Candidate

From: Tuyen Bui,  
Program Director

Bryan Ubalde,  
Clinical Coordinator

Subject: Volunteer Hours- Guidelines to Apply to Harbor-UCLA Medical Center

All documents are to be sent to Harbor-UCLA Medical Center School of Radiologic Technology (mail- in only)

1. Submit complete application form
2. Submit transcripts
3. Submit official high school transcripts or G.E.D required (Foreign transcripts must be evaluated by an educational credential evaluation service).
4. Submit valid proof of certification for First Aid, Cardio Pulmonary Resuscitation (CPR) (Adult, Child, Infant) and AED (Child, Adult).
5. Submit resume
6. Candidate responsible to contact Harbor-UCLA Medical Center- Volunteer Services- 424-306-4094
7. Candidate responsible to contact the program after completing Volunteer Services application, background, required hours.
8. School staff will provide a special refer letter to complete 40 hours in Diagnostic Radiography

9. Candidate is responsible to contact school secretary to arrange Volunteer schedule  
Monday-Friday only- Minimum 4 hours each day

10. Once completed of Volunteer hours, candidate is responsible to provide completion letter  
from Volunteer Services.

**\*\*Schedule subject to change\*\***

