



*The Center for Allied Health  
and Nursing*

# El Centro College

## Diagnostic Medical Sonography

- Revised for June 2019 application -

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El Centro College offers a 65 credit hour curriculum leading to an Associate Degree in Diagnostic Medical Sonography as well as a 42 credit hour Advanced Technical Certificate. This information packet contains application eligibility guidelines for both curriculum tracks for application to the June 2019 program only.

The Diagnostic Medical Sonography program prepares individuals to perform diagnostic examinations using high frequency sound waves to visualize soft tissue structures including the liver, gallbladder, kidneys, pregnant uterus, and other organs as requested by the physician. This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP 25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763, Phone: (727) 210-2350, [www.caahep.org](http://www.caahep.org)) in cooperation with the Joint Review Committee on Education in Diagnostic Medical Sonography (JRC-DMS). Graduates of the Diagnostic Medical Sonography Program are eligible to sit for designated registry exams through the American Registry for Diagnostic Medical Sonography (ARDMS) to obtain their Registered Diagnostic Medical Sonographer credential (RDMS) in Abdominal (AB) and or Obstetrics & Gynecology (OB/GYN).

Students are accepted into the Diagnostic Medical Sonography program each June via a **competitive application and acceptance procedure** which ranks applicants initially on their grade point average on the Sonography Prerequisite Courses, the number of completed Sonography Support Courses, and successful completion of the designated sections on the HESI A<sup>2</sup> with minimum scores. After this initial ranking, selected students will complete additional steps toward a final point ranking system which includes ACT WorkKeys Assessment and Diagnostic Medical Sonography Applicant Assessment.

**This information packet contains specific application guidelines and requirements. By submitting an application packet an individual verifies that they have: 1) read the packet thoroughly, 2) obtained all necessary documents from designated website addresses, and 3) understood the policies and procedures for application and acceptance to the program.**

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#### EQUAL EDUCATIONAL OPPORTUNITY

Educational opportunities are offered by El Centro College without regard to race, color, age, national origin, religion, sex, disability, or sexual orientation.

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#### ***ELIGIBILITY TO APPLY TO ALLIED HEALTH ASSOCIATE DEGREE PROGRAMS***

In order to apply to the June 2019 Diagnostic Medical Sonography program, an applicant must meet the conditions of one of the following Application Eligibility categories (as well as meet other application requirements) prior to the application deadline:

1. Completion of the six HPRS courses for the Health Professions Readiness Awards I and II; **OR**
2. Documentation of a minimum of two (2) years employment as a healthcare worker with direct patient care experience within the last five (5) years by successful completion of the Prior Learning Assessment Portfolio, programmatic assessment exams, or course work demonstrating the skills/knowledge encompassing the content of the six HPRS courses; **OR**
3. Documentation of a current professional credential in a healthcare profession as approved by the Diagnostic Medical Sonography program coordinator.

NOTE: Applicants with certain Associate or Bachelor degrees in areas such as Radiography, Nursing, Respiratory Care, etc. may qualify to apply to the program through the Advanced Technical Certificate curriculum track. See pages 4-5 for details.

For specific information regarding these Application Eligibility categories, see the guidelines at the following link:

<https://www.ElCentroCollege.edu/health-app-eligibility>

#### **A. GENERAL ADMISSION REQUIREMENTS TO THE COLLEGE**

Applicants to the Diagnostic Medical Sonography program must meet college admission requirements for El Centro College as outlined in the official college catalog at <https://www.elcentrocollege.edu/apply-reg>. Applicants must have earned either a high school diploma or General Education Diploma (GED) certificate and **must have met Texas Success Initiative (TSI) requirements in reading, writing, and math**. Students should consult the college counseling office to determine their TSI status prior to application to a Health Occupations program.

All students applying or enrolled at a Dallas County Community college are required to submit their Social Security number to the Registrar's Office. Students who do not possess a Social Security number must complete a form obtained at the Registrar's Office. For more information, consult a Registrar/Admissions Office at any Dallas County Community college.

#### **Official College Transcripts**

Prior to application to a health occupations program, potential applicants must have submitted to the Registrar/Admissions Office at one of the seven Dallas County Community colleges **official transcripts from all colleges and universities the applicant has attended whether or not the coursework is relevant to the program application**. The transcripts must be current with the **print date no earlier than three years** prior to the applicant's anticipated admission to a health occupations program. If the official transcripts have not been submitted, the individual's application to a health occupations program will be voided.

#### **Initial Advisement**

Students who are new to El Centro College must visit with an advisor in the Academic Advisement Center. The advisor will assist the student with placement testing, TSI issues, and/or registration for prerequisite courses. A student who has not completed college coursework should request a general Associate Degree plan from the Academic Advisement Center as a starting point toward future application to a health occupations program. **NOTE: Additional assessment testing in computer literacy and learning frameworks courses may be required for certain students.**

#### **Program Information Sessions**

Potential applicants are required to view an online Sonography program information session where the program, application procedures, and acceptance policies are discussed in detail. The link to the program information session is found at:

<https://www.ElCentroCollege.edu/Health-Sessions>.

**Potential applicants to the Sonography program are strongly encouraged to seek out volunteer or shadow experiences at a healthcare facility, preferably in a Sonography department. Students may also request to visit the El Centro Sonography classroom and lab to observe students and the program environment or to volunteer to be scanned. Email for more information and request a list of potential facilities that allow volunteers: [LSchluns@dcccd.edu](mailto:LSchluns@dcccd.edu).**

**B. APPLICATION REQUIREMENTS TO THE DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM**

**ASSOCIATE DEGREE CURRICULUM TRACK**

Application to the Associate Degree curriculum track for the Diagnostic Medical Sonography program requires the following steps:

- Application and current admission to a Dallas County Community college.
- Viewing the online Diagnostic Medical Sonography program information session.
- Meeting one of the three Application Eligibility categories (see page 1).
- Completion of the 19 credit hours of Sonography Prerequisite Courses with a minimum cumulative grade point average of 3.00 or higher.
- Completion of the HESI A<sup>2</sup> test with a minimum score of 70 on each of the required sections (Reading Comprehension, Mathematics, Grammar, Vocabulary/General Knowledge, and Anatomy/Physiology).
- Submission of complete documentation of a current physical exam, tuberculosis screening, required immunizations and CPR certification to Castle Branch.
- Submission of a complete application packet to the Health Occupations Admissions Office during the designated filing period.

**SONOGRAPHY PREREQUISITE COURSES**

			Lec Hrs	Lab Hrs	Ext Hrs	Cont Hrs	Cr Hrs
BIOL	2401*	Anatomy/Physiology I	3	3	0	96	4
BIOL	2402*	Anatomy/Physiology II	3	3	0	96	4
MATH	1314**	College Algebra	3	0	0	48	3
ENGL	1301	Composition I	3	0	0	48	3
SCIT	1420#	Physics for Allied Health	3	3	0	96	4
DMSO	1110##	Introduction to Sonography	<u>1</u>	<u>1</u>	<u>0</u>	<u>32</u>	<u>1</u>
TOTAL SONOGRAPHY CORE PREREQUISITES:			16	10	0	416	19

\* BIOL 2401 and BIOL 2402 are now the anatomy and physiology prerequisite courses for program application. BIOL 1406 is the prerequisite course for BIOL 2401 and must be completed with a grade of "C" or higher within the last three years or a satisfactory score on the Biology CLEP exam. There is no longer a five year time limit on BIOL 2401 and BIOL 2402 if the applicant scores 70 or higher on the anatomy/physiology section of the HESI A<sup>2</sup> which is required for application to this program. SCIT anatomy/physiology courses are no longer accepted for this program.

\*\* MATH 1414 – College Algebra will also be recognized as the Sonography Prerequisite math course; however, it will be calculated as a three credit hour course for ranking purposes only. Higher level math courses such as Calculus may be evaluated for possible substitution if a student did not complete a college algebra course.

# **IMPORTANT NOTE:** Beginning Fall 2016, SCIT 1420 will be the Prerequisite physics course for program application. PHYS 1401 is also accepted for program application. Students planning to pursue a Bachelor's degree in a related field are strongly encouraged to take PHYS 1401 for their physics Prerequisite course. SCIT 1420 or PHYS 1401 must be completed less than 5 years prior to the anticipated date of program entrance.

## It is recommended the student take BIOL 2401 prior to taking DMSO 1110. A basic understanding of anatomy & physiology will be to the student's advantage.

A minimum grade of "C" is required in each Sonography Prerequisite course.

## SONOGRAPHY SUPPORT COURSES

The following courses are included within the Diagnostic Medical Sonography Associate Degree curriculum track. These courses may be completed prior to application to the program or completed once admitted to the program, with the other sonography courses. If the student is unable to complete the courses in a timely manner they assume the risk of being dismissed from the program or not completing their degree as scheduled. Failure to graduate will result in ineligibility for the credentialing exam and employment in the field.

	Lec Hrs	Lab Hrs	Ext Hrs	Cont Hrs	Cr Hrs
PSYC 2301 Intro to Psychology	3	0	0	48	3
SPCH 1311+ Intro to Speech Communications	3	0	0	48	3
Humanities Elective++	3	0	0	48	3

- + SPCH 1315 – Fundamentals of Public Speaking and SPCH 1321 – Business and Professional Communication are also accepted for the speech requirement.
- ++ Humanities elective must be chosen from the Humanity, Creativity and Aesthetic Experience section of the general Associate Degree of Arts/Sciences degree plan. See the current El Centro College catalog for a full list of accepted courses. **Suggested courses include: ARTS 1301, DANC 2303, DRAM 1310, HUMA 1315, MUSI 1306, PHIL 1301, PHIL 1304, selected ENGL literature courses at the 2000 level or higher, sophomore level foreign languages such as SPAN 2311.**

A minimum grade of "C" is required in each course which applies to the Sonography program.

**IMPORTANT NOTE: Significant points are awarded in the applicant ranking process for the Support courses and grades earned in those courses. Therefore, potential applicants are encouraged to complete as many of the Support courses if possible BEFORE application to the program.**

## ADVANCED TECHNICAL CERTIFICATE

Only those individuals who have earned an Associate Degree or Bachelor's Degree in a health care area **preferably with direct patient care experience** (see Eligibility Category 3 on page 1 of this information packet) may qualify to apply to the Sonography program for the Advanced Technical Certificate. **Potential certificate applicants should submit their official transcripts, health care credentials and detailed work history to the Health Occupations Admissions Office for evaluation and verification of application track.**

Prior to applying to the Advanced Technical Certificate program, an individual must complete two Prerequisite courses with a minimum cumulative grade point average of 3.00 or higher: **SCIT 1420 (or PHYS 1401), and DMSO 1110 and have documented college coursework in human anatomy, human physiology, pharmacology, physics, college level math, and pathophysiology, or have coursework which includes that content.**

Applicants to the Advanced Technical Certificate directly compete with applicants who are pursuing the Associate Degree. Although a certificate applicant is not required to complete all six of the Sonography Prerequisite Courses or the Sonography Support Courses, their transcripts will be evaluated for equivalent coursework to determine a similar grade point average calculation to that of an Associate Degree applicant. Therefore, a potential certificate applicant should request an educational plan which will indicate the coursework which will be considered for the grade point average calculation. See Section C below for more information on requesting an educational plan.

A certificate applicant may wish to complete some or all of the Sonography Prerequisite and Support Courses from the Associate Degree track to increase their grade point average, ranking points, and competitiveness in the applicant pool.

Potential certificate applicants with qualifying degrees from colleges and universities outside the U.S. must have their degrees evaluated by a transcript evaluation agency. This must be a course by course evaluation and not merely a validation of the degree. For a list of evaluation agencies, see the link for Foreign Coursework under the “Resources for Potential Applicants” link at:

<https://www.EICentroCollege.edu/HealthOccAdmissions>

### **C. EVALUATION OF PREVIOUS COURSEWORK**

To insure the transferability of previous coursework completed at colleges and universities other than Dallas County Community colleges, potential applicants to health occupations programs should have their coursework evaluated by the Health Occupations Admissions Office at least one semester prior to a program application filing deadline if possible. **This procedure is especially important for students with coursework from colleges and universities outside the state of Texas.**

Transcripts and accompanying course descriptions will first be evaluated by the Health Occupations Admissions Office and, if necessary, be reviewed by respective college faculty for that course discipline. When all courses have been reviewed, an Educational Plan will be prepared for the student. The Educational Plan is accepted as a preliminary “degree plan” for student advisement purposes.

Educational Plans are usually completed within 4-6 weeks. **The evaluation process is not completed during individual appointments or on an “as you wait” basis.** During peak times such as registration or after the close of the semester when faculty are unavailable, an evaluation may take longer to complete. Therefore, it is to the applicant’s advantage to request the Educational Plan at their earliest convenience well in advance of anticipated application to the program.

**NOTE:** It is not necessary to submit a request for an educational plan with program application materials or within a few weeks of an application filing deadline as an applicant’s coursework is fully evaluated whether or not they have a previously requested educational plan.

*The El Centro College Health Occupations Admissions Office and the Health Sciences Division reserves the right to accept or reject any coursework completed at other colleges presented for transfer evaluation toward Health Occupations programs.*

For more information on requesting evaluation of your previous coursework and the Educational Plan, download the guidelines and Request for Educational Plan form found under the “Resources for Potential Applicants” link at:

<https://www.EICentroCollege.edu/HealthOccAdmissions>.

#### *Determination of Application Eligibility Category*

As part of the Educational Plan process, potential applicants may include additional documentation such as an employer/supervisor letter verifying direct patient care experience, a professional healthcare credential, etc. with the Educational Plan request form which will assist them in determining their Application Eligibility category. See page 9 for examples of documents needed for Categories 2 and 3. Coursework for potential applicants completing the HPRS courses for Category 1 are automatically considered in the Educational Plan review process.

### Five-Year Time Limit on SCIT 1420/PHYS 1401 coursework

SCIT 1420 – Physics for Allied Health or PHYS 1401 – College Physics I must have been completed less than five years prior to the anticipated program start date of a Health Occupations program. For example, SCIT 1420 completed in Summer 2014 would be valid only up to application for a program which begins in Summer 2019.

A student may petition for a waiver of the time limit through the Health Occupations Admissions Office under one of the following considerations:

1. The student has **current work** experience in a healthcare setting utilizing their related physics knowledge.
2. The student has successfully completed **advanced courses** in a related physics area with a grade of “C” or higher.

The student may petition for a waiver of the time limit through the Health Occupations Admissions Office as a separate review, in conjunction with an educational plan request, or with their application materials.

**NOTE:** In order for a science course taken at other colleges to be considered for a five-year time limit waiver, the course must first be approved for transferability. Information on the five-year time limit waiver is found under the “Resources for Potential Applicants” link at:

<https://www.EICentroCollege.edu/HealthOccAdmissions>.

### Credit by Examination, CLEP, and Advanced Placement Credit

Credit through CLEP, High School Advanced Placement Exams, Credit by Examination, or the portfolio process for Prior Learning Assessment may be awarded for a limited number of courses toward Health Occupations programs for no more than 25% of the total program curriculum credit hours.

Advanced Placement (“AP”) credit for ENGL 1301 and MATH 1314 is acceptable if the credit appears on a college transcript as ENGL 1301 and MATH 1314 equivalency. A letter grade is not awarded for “AP” credit.

**NOTE: An applicant to the Diagnostic Medical Sonography program may request credit by exam, CLEP, or “AP” credit for only one of the six Sonography Prerequisite Courses and one of the remaining Sonography Support Courses. Credit will be acknowledged but not calculated with the grade point average.**

Detailed information regarding Advanced Placement, CLEP, and Credit by Examination can be found under the “Resources for Potential Applicants” link at:

<https://www.EICentroCollege.edu/HealthOccAdmissions>

### Coursework from Foreign Universities

**Only courses such as college algebra, anatomy/physiology, and physics may be considered for transfer to this Health Occupations program from colleges or universities outside the United States. No other courses will be considered.** Science courses must be within the five-year time limit.

More information regarding the evaluation of foreign coursework for transfer credit is found under the “Resources for Potential Applicants” link at:

<https://www.EICentroCollege.edu/HealthOccAdmissions>.

#### D. **HESI A<sup>2</sup> TEST**

The HESI A<sup>2</sup> test is a timed, computerized test which is usually completed in 3-4 hours. In addition to completing the Sonography Prerequisite Courses, all applicants to the Sonography program must also earn **a minimum score of 70 or higher** on the following sections of the HESI A<sup>2</sup> test: **Reading Comprehension, Grammar, Vocabulary/General Knowledge, Anatomy/Physiology, and Math.** Students must also complete the **Learning Styles and Personality Profile sections** and submit those results with their application materials. The Learning Styles and Personality Profile sections are not graded.

Please note the following important information regarding the HESI A<sup>2</sup>:

- Test scores are valid for **two years** from the date of testing to the application filing deadline date.
- Applicants may take the HESI A<sup>2</sup> at any approved testing site including the assessment centers at El Centro and Northlake Colleges. The approximate cost of the HESI test at El Centro College (Paramount Building) is approximately \$40.00.
- **Applicants are responsible for securing their own testing appointment at the location of their choice.** The procedure for making testing appointments and payment varies among testing sites. **Applicants are responsible for submitting their score sheet with their program application materials.**
- HESI A<sup>2</sup> testing appointments at El Centro College fill quickly. Applicants are encouraged to schedule their HESI A<sup>2</sup> several weeks prior to an application filing deadline.
- The **HESI A<sup>2</sup> Study Guide** is available at various bookstores including the Follett Bookstores at El Centro and Northlake Colleges. A **HESI A<sup>2</sup> Prep** course is periodically offered by the El Centro College Continuing Education Division. Contact that office at 214-860-2147 for dates and times of the prep course.
- **There is no limit on the number of times an applicant may take the HESI A<sup>2</sup> test for application to the Sonography program.** If the applicant desires to retake the HESI A<sup>2</sup>, **ALL FIVE SECTIONS** must be retaken. Only one score sheet should be submitted with scores of 70 or higher on each of the five required sections. Scores on individual test sections which are printed on separate score sheets cannot be combined. If more than one score sheet is submitted, the scores from the latest HESI testing attempt will be the scores of record. It is not necessary to repeat the Learning Styles and Personality Profile sections on retests. The printout of these sections can be submitted from one testing attempt.
- Before retesting, the applicant is encouraged to review the study guide and/or enroll in the HESI A<sup>2</sup> prep course to prepare for the retest opportunity.

More information on the HESI A<sup>2</sup> and the process for scheduling a testing appointment to take the HESI A<sup>2</sup> at El Centro College is available at:

<https://www.ElCentroCollege.edu/HealthOccAdmissions>

## **E. CASTLE BRANCH**

Applicants to the Diagnostic Medical Sonography program are required to have a current physical examination, specific immunizations, a tuberculosis screening, and certification in BLS - Basic Life Support CPR. The El Centro College Health Sciences Division utilizes Castle Branch, a medical record management company, to verify these requirements. Applicants submit this documentation directly to Castle Branch which will verify whether the records are complete.

***IMPORTANT NOTE: Some of the immunizations required multiple doses on a specific timeline over several months. Therefore, potential applicants to this program should begin their immunizations at least six to seven months prior to the application deadline.***

Castle Branch must receive this documentation and verify that the applicant's records are in compliance no later than the application filing deadline. Please be aware that it can take **up to 4 weeks** to complete the verification process. Failure to submit this documentation and be in compliance with these requirements on the date of the application deadline will result in disqualification of the applicant. Applicants must be aware that the documentation required by Castle Branch must be kept current throughout the application process and (if accepted to a program) during their participation in the program. It is the responsibility of the applicant to assure that your health records are current.

For more information on Castle Branch and this process, see the "Immunization Requirements" link at:

<https://www.ElCentroCollege.edu/HealthOccAdmissions>

If the applicant has personal healthcare coverage at the time of application, that documentation may also be submitted to Castle Branch. If accepted to the program, the applicant must submit proof of coverage to Castle Branch prior to attending clinical practicum. For more information, see item 8 on page 19 of this packet.

## **F. APPLICATION PACKET SUBMISSION FOR THE SONOGRAPHY PROGRAM – JUNE 2019 SELECTION PROCESS**

**READ THE FOLLOWING INSTRUCTIONS CAREFULLY.**

After completing the Sonography prerequisite courses, the designated sections of the HESI A<sup>2</sup> test, and sending the required physical exam, immunization and CPR certification documentation to Castle Branch, the student is ready to submit their application packet.

**Application packets with incomplete materials will be disqualified and returned to the applicant.**

The application materials must be submitted in a 9 x 12 inch envelope and include the following documentation to be considered complete and valid:

### **1. Documentation of Application Eligibility**

**Category 1** - Completion of the six HPRS courses will be verified on official transcripts and/or the advising report.

**Category 2** - The following documentation must be submitted with application materials:

**Official letter from your place of employment** on original healthcare facility letterhead with the ink signature of your supervisor verifying your employment position, specific duties, and employment dates (minimum 2 years of direct patient care experience within the last 5 years)

**AND**

**A photocopy of the Non-traditional Equivalent Credit Assessment form** signed by the HPRS Coordinator and Division Dean if credit for one or more HPRS courses was awarded through the prior Learning Assessment Portfolio process **or** if credit was awarded through a programmatic assessment exam. (See page 1 for details.)

If an applicant under Category 2 enrolled and completed one or more HPRS courses through traditional enrollment, the coursework will be verified on official transcripts and/or the advising report.

**Category 3** – The following documentation must be submitted with application materials:

**Photocopy of approved current professional healthcare credential.**

**AND**

**Official transcript or other official document** authenticating the completion of the qualifying degree or certificate.

2. A completed **Sonography program application form and the signed Statement of Student's Responsibility form** (both forms are obtained after viewing the online program information session).
3. The **HESI A<sup>2</sup> score sheet(s)** indicating achievement of a **minimum score of 70 or higher on each of the five required sections and the Learning Styles/Personality Profile results.**

**NOTE:** Applicants are solely responsible for ensuring that their current official transcripts from ALL PREVIOUSLY ATTENDED COLLEGES AND UNIVERSITIES (excluding Dallas County Community colleges) are submitted to a Registrar/Admissions Office at a Dallas County Community college prior to applying to an El Centro College health occupations program. Official transcripts must have a print date no earlier than three years of anticipated entry to a health occupations program.

Submitting incomplete application materials will disqualify the application and the student will not be considered further in the application process. Students are advised to retain a photocopy of all materials submitted as their application packet and to Castle Branch.

**ONCE AN APPLICATION PACKET IS SUBMITTED TO THE HEALTH OCCUPATIONS ADMISSIONS OFFICE, ADDITIONAL MATERIALS CANNOT BE ADDED TO THE PACKET. THE PACKET CANNOT BE RETRIEVED BY THE APPLICANT UNTIL AFTER THE FILING PERIOD ENDS.**

**G. APPLICATION FILING PERIOD**

The official filing period for the June 2019 selection process to the Diagnostic Medical Sonography program is:

**October 1 – December 31, 2018**

Application materials **must be received in the Health Occupations Admissions Office or postmarked no later than Monday, December 31, 2018.** Students may submit their application packets to the Health Occupations Admissions Office ***in person* no later than 5:00 p.m. on Friday, December 21, 2018.**

**H. PRELIMINARY APPLICANT RANKING**

After December 31, 2018, application packets will be evaluated and a preliminary ranking process will take place. The top thirty (30) ranked applicants will be invited to complete the Additional Assessments which are the next step in the application process.

The preliminary ranking process is outlined below:

1. Applicants are listed by grade point average (GPA) on the Sonography Prerequisite Courses from highest (4.00) to lowest (3.00) to initially rank applicants. (A minimum 3.00 GPA is required on the Prerequisite Courses for application.)
2. When two or more applicants have the same GPA on the Sonography Prerequisite Courses, the HESI A<sup>2</sup> Anatomy/Physiology score will be listed from highest to lowest to break the tie.
3. When two or more applicants have the same GPA on the Sonography Prerequisite Courses and the same score on the HESI A<sup>2</sup> Anatomy/Physiology section, the HESI A<sup>2</sup> Reading Comprehension score will be listed from highest to lowest will be used to break the tie.

The table below illustrates the preliminary ranking process for a sample group of qualified applicants for the Sonography program:

EXAMPLE OF PRELIMINARY RANKING PROCESS

	GPA on the Sonography Prerequisite Courses	HESI A <sup>2</sup> Anatomy/Physiology Score	HESI A <sup>2</sup> Reading Comprehension Score
Applicant #1	4.00	93.00	84.76
Applicant #2	4.00	91.00	89.23
Applicant #3	3.80	87.00	92.21
Applicant #4	3.80	87.00	86.57
Applicant #5	3.75	98.00	82.32
Applicant #6	3.64	84.00	96.76

If only five qualified applicants were invited to complete the Additional Assessments as the next step in the selection process, applicants 1 through 5 would progress to the next step.

The thirty (30) highest ranking applicants in the initial ranking process move on to the next step of the application process. All other applicants are notified that they will not be considered further in the current application process.

Applicants who are not among the thirty (30) moving on to the next step in the application process may improve their ranking for the next filing period by 1) repeating one or more of the Sonography Prerequisite Courses to earn a higher GPA; or 2) attempting to obtain a higher score on the Anatomy/Physiology section of the HESI A<sup>2</sup> test by retesting; or 3) attempting to obtain a higher score on the Reading Comprehension section of the HESI A<sup>2</sup> test by retesting. Before retesting on the HESI A<sup>2</sup>, applicants are strongly encouraged to review the study guide and/or enroll in the HESI A<sup>2</sup> Prep Course through the Continuing Education Division to prepare for the retest opportunity. (NOTE: A minimum score of 70 is required on the five sections of the HESI A<sup>2</sup> with each testing attempt. See page 7 for more details on HESI A<sup>2</sup> requirements).

The decision to repeat a course successfully completed with a grade of “C” or higher in order to improve an applicant’s competitiveness in the ranking process rests solely with the applicant. The last grade earned on a repeated course will be the grade of record. Applicants may also consult the El Centro College Career Services office at the main campus for assistance.

**Selection for the Additional Assessments is a competitive process. Submission of a complete application packet, nor successful completion of the Sonography Prerequisite Courses, or earning a score of 70 or higher on the five sections of the HESI A<sup>2</sup> is a guarantee that an individual will be invited to complete the Additional Assessments.**

#### ***I. ACT WORKKEYS FIT AND TALENT ASSESSMENT / DMS APPLICANT ASSESSMENT***

The top thirty (30) applicants on the preliminary ranked list will be contacted by the Health Occupations Admissions Office with specific instructions on progressing to the next step in the application process which involves completion of the ACT WorkKeys Fit and Talent Assessment and the DMS Applicant Assessment. The cost of the ACT WorkKeys Fit and Talent Assessment is \$32.00 and the assessment is valid for two years. There is no charge for the DMS Applicant Assessment. If an applicant is not selected for the sonography program and reapplies, the DMS Applicant Assessment must be repeated.

***NOTE: The ACT WorkKeys and DMS Applicant Assessments must be completed at the Paramount Testing Center. ACT WorkKeys from other locations are not accepted for application to the Diagnostic Medical Sonography program.***

#### **ACT WorkKeys Fit and Talent Assessment**

The ACT WorkKeys Fit and Talent Assessment is a job skills assessment tool that determines an individual’s compatibility with specific careers. Questions are based on work-related interests, values, attitudes and behaviors and are compared with those of individuals employed in that field. The assessment will take approximately 90 minutes to complete.

#### **DMS Applicant Assessment**

The DMS Applicant Assessment is an online questionnaire. Applicants respond to interview type questions in an essay format. The assessment will take approximately two hours to complete.

**J. FINAL RANKING FOR ACCEPTANCE**

Once the thirty applicants have completed the ACT WorkKeys Fit and Talent Assessment and the DMS Applicant Assessment, they undergo a final ranking via the point system outlined below (220 maximum points possible):

<b><u>Ranking Criteria</u></b>	<b><u>Points Value</u></b>
Cumulative GPA on Sonography Prerequisite Courses	50
Number of Support Courses completed with a "C" or higher	20
HESI A <sup>2</sup> Scores	50
ACT WorkKeys Fit and Talent Assessment	50
DMS Applicant Assessment	50

**Cumulative GPA on Sonography Prerequisite Courses – 50 maximum points**

Points are awarded for the GPA on the Sonography Prerequisite Courses according to the scale below:

<u>GPA</u>	<u>Points</u>
4.00	50 points
3.75 – 3.99	40 points
3.50 – 3.74	30 points
3.25 – 3.49	20 points
3.00 – 3.24	10 points

**Sonography Support Courses Completed - 20 maximum points**

Points are awarded for the number of Sonography Support courses completed with a grade of "C" or higher (PSYC 2301, SPCH 1311/1315/1321 and the humanities elective).

<u>Number of Courses Completed</u>	<u>Points</u>
1 course	10 points
2 courses	15 points
3 courses	20 points

**HESI A<sup>2</sup> Score Points – 50 maximum points**

Points are awarded for the score of each of the five required sections of the HESI A<sup>2</sup> according to the score below:

<u>Score</u>	<u>Points</u>
96 – 100	10 points
91 – 95	8 points
86 – 90	4 points
81 – 85	2 points
70 – 80	1 point

Total points for the above items are calculated for each student and a final ranked list of applicants for each program is generated. If two applicants have the same total points, the cumulative score on the ACT Fit and Talent WorkKeys Assessment is used to break the tie.

**K. NOTIFICATION OF ACCEPTANCE**

Individuals who receive an acceptance letter are required to return a confirmation form within a specified timeframe to verify their space in the class. Failure to return the confirmation form by the specified date or failure to attend the scheduled preregistration/orientation seminar for the accepted class will result in forfeiture of their space in that class. **Notification letters are mailed by April 1<sup>st</sup>.**

**NOTE:** Applications submitted during an official filing period are not “held over” to the next year’s official filing period. Students who are not selected for admission to the Sonography program or students who decline their acceptance must retrieve and resubmit their application packet during the next year’s filing period to be considered for a future admission opportunity.

**Program information packets are revised September 1<sup>st</sup> of each year and also at other times throughout the academic year as necessary. Program guidelines are subject to change. Students are responsible for insuring they have the latest program information packet from:**

**<https://www.EICentroCollege.edu/Health-Packets>**

**Visit the web pages below for the Sonography program at:**

**<https://www.EICentroCollege.edu/Sonography>**

**Health Occupations webpage**

**<https://www.EICentroCollege.edu/HealthCareers>**

**Health Occupations Admissions Office webpage:**

**<https://www.EICentroCollege.edu/HealthOccAdmissions>**

**Like us on Facebook:**

**<https://www.facebook.com/groups/ECC.AlliedHealthandNursing>**

**ESTIMATED EXPENSES - ASSOCIATE DEGREE CURRICULUM TRACK\***

	<u>Dallas County Resident</u>	<u>Out of County Texas Resident</u>	<u>Out of State/ Country Resident</u>
<b>SONOGRAPHY PREREQUISITE COURSES</b>			
Tuition (19 cr. hrs.) **	\$ 1,121.00	\$ 2,109.00	\$ 3,306.00
Textbooks, Lab Manuals **	475.00	475.00	475.00
HESI A <sup>2</sup> Test	40.00	40.00	40.00
Work Keys Assessment Tool+ Castle Branch	32.00 25.00	32.00 25.00	32.00 25.00
Physical Exam and Immunizations ++	225.00	225.00	225.00
CPR Certification ++	65.00	65.00	65.00
<b>Total</b>	<b>\$ 1,984.00</b>	<b>\$ 2,972.00</b>	<b>\$ 4,169.00</b>
<b>Diagnostic Medical Sonography Semester I (Summer)</b>			
Tuition (4 cr. hrs.)	\$ 236.00	\$ 444.00	\$ 696.00
Textbooks, Lab Manuals	1,857.00	1,857.00	1,857.00
Uniforms (min. 3 sets)	188.00	188.00	188.00
Lab Jackets (2)	60.00	60.00	60.00
Sonography Pin (optional)	31.00	31.00	31.00
Shoes	60.00	60.00	60.00
Emblem Patches/Name Tag	60.00	60.00	60.00
Professional Organization Membership	90.00	90.00	90.00
Background Check and Drug Screen	86.00	86.00	86.00
<b>Total</b>	<b>\$ 2,668.00</b>	<b>\$ 2,876.00</b>	<b>\$ 3,128.00</b>
<b>Semester II (Fall)</b>			
Tuition (10 cr. hrs.)	\$ 590.00	\$ 1,110.00	\$ 1,740.00
Clinical Evaluation software	200.00	200.00	200.00
Professional Liability Insurance #	11.70	11.70	11.70
<b>Total</b>	<b>\$ 801.70</b>	<b>\$ 1,321.70</b>	<b>\$ 1,951.70</b>
<b>Semester III (Spring)</b>			
Tuition (13 cr. hrs.)	\$ 767.00	\$ 1,434.00	\$ 2,262.00
<b>Semester IV (Summer)</b>			
Tuition (7 cr. hrs.)	\$ 413.00	\$ 777.00	\$ 1,218.00
<b>Semester VI (Fall)</b>			
Tuition (12 cr. hrs.)	\$ 708.70	\$ 1,332.00	\$ 2,088.00
Professional Liability Insurance #	11.70	11.70	11.70
ACT WorkKeys Assessment	16.00	16.00	16.00
ARDMS Registry Exam ##	450.00	450.00	450.00
<b>Total</b>	<b>\$ 1,185.70</b>	<b>\$ 1,809.70</b>	<b>\$ 2,565.70</b>
<b>TOTAL ESTIMATED PROGRAM EXPENSE</b>	<b>\$ 7,825.40</b>	<b>\$ 11,190.40</b>	<b>\$ 15,294.40</b>

\* Students who are accepted to the Diagnostic Medical Sonography Program who reside in Collin or Tarrant Counties may qualify for the "Dallas Resident" tuition rate.

\*\* This estimate does not include tuition, textbook/lab manuals, or professional liability insurance expenses for any required courses in the Application Eligibility Categories or other prerequisite courses such as BIOL 1406, developmental courses, etc.

+ Only the top 30 ranked applicants are required to complete the Work Keys Assessment.

++ Estimated cost of a physical exam, immunizations and CPR certification.

# Liability insurance is assessed each fall at \$11.70 to cover fall, spring, and summer semesters.

## Registry Exams may be taken prior to completion of the program (optional).

Tuition and other fees are subject to change. Please refer to the current course schedule for tuition table. See Accounting Office for Tuition Payment Plan option. This cost does not reflect the cost of parking at El Centro College or transportation to area hospital clinical sites.

**ESTIMATED EXPENSES – ADVANCED TECHNICAL CERTIFICATE CURRICULUM TRACK**

	<u>Dallas County Resident</u>	<u>Out of County Texas Resident</u>	<u>Out of State/ Country Resident</u>
<b>SONOGRAPHY CERTIFICATE</b>			
<b>PREREQUISITE COURSES</b>			
Tuition (5 cr. hrs.) **	\$ 295.00	\$ 555.00	\$ 870.00
Textbooks, Lab Manuals **	131.50	131.50	131.50
HESI A <sup>2</sup> Test	40.00	40.00	40.00
Work Keys Assessment Tool+ Castle Branch	32.00 25.00	32.00 25.00	32.00 25.00
Physical Exam and Immunizations ++	225.00	225.00	225.00
CPR Certification ++	<u>65.00</u>	<u>65.00</u>	<u>65.00</u>
Total	\$ 813.50	\$ 1,073.50	\$ 1,388.50
<b>Diagnostic Medical Sonography</b>			
<b>Semester I (Summer)</b>			
Tuition (4 cr. hrs.)	\$ 236.00	\$ 444.00	\$ 696.00
Textbooks, Lab Manuals	1,857.00	1,857.00	1,857.00
Uniforms (min. 3 sets)	188.00	188.00	188.00
Lab Jackets (2)	60.00	60.00	60.00
Sonography Pin (optional)	31.00	31.00	31.00
Shoes	60.00	60.00	60.00
Emblem Patches/Name Tag	60.00	60.00	60.00
Professional Organization Membership	90.00	90.00	90.00
Background Check and Drug Screen	<u>86.00</u>	<u>86.00</u>	<u>86.00</u>
Total	\$ 2,668.00	\$ 2,876.00	\$ 3,128.00
<b>Semester II (Fall)</b>			
Tuition (10 cr. hrs.)	\$ 590.00	\$ 1,110.00	\$ 1,740.00
Clinical Evaluation software	200.00	200.00	200.00
Professional Liability Insurance #	<u>11.70</u>	<u>11.70</u>	<u>11.70</u>
Total	\$ 801.70	\$ 1,321.70	\$ 1,951.70
<b>Semester III (Spring)</b>			
Tuition (13 cr. hrs.)	\$ 767.00	\$ 1,434.00	\$ 2,262.00
<b>Semester IV (Summer)</b>			
Tuition (7 cr. hrs.)	\$ 413.00	\$ 777.00	\$ 1,218.00
<b>Semester VI (Fall)</b>			
Tuition (12 cr. hrs.)	\$ 708.70	\$ 1,332.00	\$ 2,088.00
Professional Liability Insurance #	11.70	11.70	11.70
ACT WorkKeys Assessment	16.00	16.00	16.00
ARDMS Registry Exam ##	<u>450.00</u>	<u>450.00</u>	<u>450.00</u>
Total	\$ 1,185.70	\$ 1,793.70	\$ 2,549.70
<b>TOTAL ESTIMATED PROGRAM EXPENSE</b>	<b>\$ 6,648.90</b>	<b>\$ 9,291.90</b>	<b>\$ 12,513.90</b>

\* Students who are accepted to the Diagnostic Medical Sonography Program who reside in Collin or Tarrant Counties may qualify for the "Dallas Resident" tuition rate.

\*\* This estimate does not include tuition, textbook/lab manuals, or professional liability insurance expenses for any required courses in the Application Eligibility Categories or other prerequisite courses such as BIOL 1406, developmental courses, etc.

+ Only the top 30 ranked applicants are required to complete the Work Keys Assessment.

++ Estimated cost of a physical exam, immunizations and CPR certification.

# Liability insurance is assessed each fall at \$11.70 to cover fall, spring, and summer semesters.

## Registry Exams may be taken prior to completion of the program (optional).

Tuition and other fees are subject to change. Please refer to the current course schedule for tuition table. See Accounting Office for Tuition Payment Plan option. This cost does not reflect the cost of parking at El Centro College or transportation to area hospital clinical sites.

**CURRICULUM – DIAGNOSTIC MEDICAL SONOGRAPHY – Associate Degree Track  
June 2019 admission**

<b>Prerequisite Courses</b>			<b>Lec</b>	<b>Lab</b>	<b>Ext</b>	<b>Cont</b>	<b>Cr</b>
			<b>Hrs</b>	<b>Hrs</b>	<b>Hrs</b>	<b>Hrs</b>	<b>Hrs #</b>
BIOL	2401	Anatomy/Physiology I *	3	3	0	96	4
BIOL	2402	Anatomy/Physiology II *	3	3	0	96	4
ENGL	1301	Composition I	3	0	0	48	3
MATH	1314	College Algebra **	3	0	0	48	3
SCIT	1420	Physics for Allied Health *+	3	3	0	96	4
DMSO	1110	Introduction to Sonography	<u>1</u>	<u>1</u>	<u>0</u>	<u>32</u>	<u>1</u>
<b>TOTAL PREREQUISITE COURSE HOURS</b>			<b>16</b>	<b>10</b>	<b>0</b>	<b>416</b>	<b>19</b>
<b>Semester I – Summer (10 weeks)</b>							
DMSO	2343	Adv. Ultrasound Physics	3	1	0	64	3
DMSO	1101	Techniques of Medical Sonography	<u>0</u>	<u>3</u>	<u>0</u>	<u>48</u>	<u>1</u>
			<b>3</b>	<b>4</b>	<b>0</b>	<b>112</b>	<b>4</b>
<b>Semester II - Fall</b>							
DMSO	1355	Sonographic Pathophysiology	3	0	0	48	3
DMSO	1366	Practicum-Diagnostic Medical Sonography	0	0	24	384	3
DMSO	1441	Abdominopelvic Sonography	<u>3</u>	<u>2</u>	<u>0</u>	<u>80</u>	<u>4</u>
			<b>6</b>	<b>2</b>	<b>24</b>	<b>512</b>	<b>10</b>
<b>Semester III – Spring</b>							
PSYC	2301	General Psychology	3	0	0	48	3
DMSO	2341	Sonography of Abdominopelvic Pathology	2	2	0	64	3
DMSO	2405	Sonography of Obstetrics/Gynecology	3	2	0	80	4
DMSO	1367	Practicum-Diagnostic Medical Sonography	<u>0</u>	<u>0</u>	<u>24</u>	<u>384</u>	<u>3</u>
			<b>8</b>	<b>4</b>	<b>24</b>	<b>576</b>	<b>13</b>
<b>Semester IV – Summer (10 weeks)</b>							
DMSO	2253	Sonography of Superficial Structures	2	0	0	32	2
DSVT	1200	Principles of Vascular Technology	1	2	0	48	2
DMSO	2366	Clinical-Diagnostic Medical Sonography	<u>0</u>	<u>0</u>	<u>24</u>	<u>384</u>	<u>3</u>
			<b>3</b>	<b>2</b>	<b>24</b>	<b>464</b>	<b>7</b>
<b>Semester V – Fall</b>							
SPCH	1311	Introduction to Speech Communication ++	3	0	0	48	3
		Humanities/Fine Arts Elective #	3	0	0	48	3
DMSO	2130	Advanced Ultrasound and Review ##	0	3	0	48	1
DSVT	2200	Vascular Technology Applications	1	2	0	48	2
DSVT	2367	Practicum-Diagnostic Medical Sonography	<u>0</u>	<u>0</u>	<u>24</u>	<u>384</u>	<u>3</u>
			<b>7</b>	<b>5</b>	<b>24</b>	<b>576</b>	<b>12</b>
<b>TOTAL PROGRAM HOURS =</b>			<b>43</b>	<b>27</b>	<b>96</b>	<b>2656</b>	<b>65</b>

\* BIOL 2401 and BIOL 2402 are now the anatomy/physiology prerequisite courses. BIOL 1406 is the prerequisite for BIOL 2401. SCIT anatomy/physiology courses are no longer accepted for this program.

\*\* MATH 1414 – College Algebra will also be recognized as the Sonography Prerequisite math course; however, it will be calculated as a three credit hour course for ranking purposes only.

+ PHYS 1401 is also accepted for program application. SCIT 1420 and PHYS 1401 must be completed less than 5 year prior to the anticipated date of program entry.

++ SPCH 1315 – Public Speaking and SPCH 1321 – Business and Professional Communication are also accepted for the speech requirement.

# Humanities elective must be chosen from the Humanity, Creativity and Aesthetic Experience section of the general Associate Degree of Arts/Sciences degree plan. See the current El Centro College catalog for a full list of accepted courses. **Suggested courses include: ARTS 1301, DANC 2303, DRAM 1310, HUMA 1315, MUSI 1306, PHIL 1301, PHIL 1304, selected ENGL literature courses at the 2000 level or higher, sophomore level foreign languages such as SPAN 2311.**

## DMSO 2130 – Advanced Ultrasound and Review is the Capstone experience in the Diagnostic Medical Sonography program.

**CURRICULUM – DIAGNOSTIC MEDICAL SONOGRAPHY – Advanced Technical Certificate  
June 2019 admission**

Prior to applying to the Advanced Technical Certificate program, an individual must hold an **Associate or Bachelor degree in a healthcare field with direct patient care experience** and complete the **two Prerequisite courses below** with a minimum cumulative grade point average of 3.00 or higher:

A Certificate applicant must also have documented **college level coursework in human anatomy, human physiology, pharmacology, physics, college level math, and pathophysiology, or have coursework which includes that content.**

		Lec Hrs	Lab Hrs	Ext Hrs	Cont Hrs	Cr Hrs	
<b>Advanced Technical Certificate Prerequisite Courses</b>							
SCIT	1420*	Physics for Allied Health	3	3	0	96	4
DMSO	1110	Introduction to Sonography	<u>1</u>	<u>1</u>	<u>0</u>	<u>32</u>	<u>1</u>
			4	4	0	128	5
<b><u>Semester I – Summer (10 weeks)</u></b>							
DMSO	2343	Adv. Ultrasound Physics	3	1	0	64	3
DMSO	1101	Techniques of Medical Sonography	<u>0</u>	<u>3</u>	<u>0</u>	<u>48</u>	<u>1</u>
			3	4	0	120	4
<b><u>Semester II – Fall</u></b>							
DMSO	1355	Sonographic Pathophysiology	3	0	0	48	3
DMSO	1366	Practicum-Diagnostic Medical Sonography	0	0	24	384	3
DMSO	1441	Abdominopelvic Sonography	<u>3</u>	<u>2</u>	<u>0</u>	<u>80</u>	<u>4</u>
			6	2	24	512	10
<b><u>Semester III – Spring</u></b>							
DMSO	2341	Sonography of Abdominopelvic Pathology	2	2	0	64	3
DMSO	2405	Sonography of Obstetrics/Gynecology	3	2	0	80	4
DMSO	1367	Practicum-Diagnostic Medical Sonography	<u>0</u>	<u>0</u>	<u>24</u>	<u>384</u>	<u>3</u>
			5	4	24	528	10
<b><u>Semester IV – Summer (10 weeks)</u></b>							
DMSO	2253	Sonography of Superficial Structures	2	0	0	32	2
DSVT	1200	Principles of Vascular Technology	1	2	0	48	2
DMSO	2366	Clinical-Diagnostic Medical Sonography	<u>0</u>	<u>0</u>	<u>24</u>	<u>384</u>	<u>3</u>
			3	2	24	464	7
<b><u>Semester VI – Fall</u></b>							
DMSO	2130	Advanced Ultrasound and Review**	0	3	0	48	1
DSVT	2200	Vascular Technology Applications	1	2	0	48	2
DSVT	2367	Practicum-Diagnostic Medical Sonography	<u>0</u>	<u>0</u>	<u>24</u>	<u>384</u>	<u>3</u>
			1	5	24	480	6
<b>TOTAL PROGRAM HOURS =</b>			18	17	96	2224	42

\* PHYS 1401 is also accepted for program application. SCIT 1420 or PHYS 1401 must be completed less than 5 year prior to the anticipated date of program entry.

\*\* DMSO 2130 – Advanced Ultrasound Review is the Capstone experience in the Diagnostic Medical Sonography program.

## GENERAL INFORMATION

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1. The Diagnostic Medical Sonography accepts 12\* students annually for the June class. Classes are offered Monday-Friday during daytime hours. Students will attend class and or clinical approximately 40 hours per week during the Fall, Spring, Summer and 2<sup>nd</sup> Fall semesters.

\* The El Centro College Health Sciences Division reserve the right to make changes in program enrollment capacity.
2. The clinical experiences of sonography program requires that a student be physically able to care for sick patients. This involves lifting, moving, and transferring patients. Students will be exposed to patients with infectious diseases. Protective and precautionary procedures are employed. The student must be able to stand on his/her feet for two to three hour periods of time and be able to reach across patients while scanning. Students are required to have good spatial visual perception from a two-dimensional screen including the ability to visualize color differences and the ability to hear subtle sound variations.
3. Students who must be absent from clinical experience due to a physical or mental illness, surgery, or pregnancy will be required to obtain a **written physician release** before returning to the clinical setting. A maximum of two days of clinical experience can be missed in a semester. The student will be dropped from the course if absences exceed the two clinical day limit. Students anticipating surgery or delivery of a baby and who will require a longer recuperation period before a physician release can be obtained are urged to wait to apply to the program.
4. Many of the Sonography Prerequisite and Support Courses are offered online. Students without prior experience with Internet courses should take the Smarter Measure – Learning Readiness Indicator (READI) test to see if they are a good candidate for online learning. Go to <http://ecc.smartermeasure.com/> and log in as a New User. The current User Name is **choose el centro** and the Password is **student**.
5. Students are responsible for obtaining their own living accommodations. It is also necessary for students to consider transportation costs to the college, as well as hospitals throughout the Dallas/Fort Worth area. Clinical rotations vary among select hospitals. Any parking fees at El Centro College and/or the hospital clinical site is the responsibility of the student.
6. Applicants to the health occupations programs at El Centro College must submit physical examination and immunization documentation to Castle Branch no later than the program application deadline. **This information must be kept current throughout the application process and participation in the program.**

The physical examination must be on the **official El Centro Health Form** available at the “Immunizations” link at <https://www.ElCentroCollege.edu/HealthOccAdmissions> and must have been documented no earlier than 12 months prior to the application deadline. The specific immunizations and screenings are indicated on the El Centro Health Form.
7. All applicants must be certified in BLS - Basic Life Support CPR certification (formerly “Healthcare Provider” level) as designated by the **American Heart Association** and a photocopy of the front and back of the card must be submitted to Castle Branch no later than the program application deadline. The CPR certification must not expire prior to the anticipated program start date and must not expire during a semester when enrolled in the program. CPR classes are available through the El Centro College Continuing Education Division, the American Heart Association,

various hospitals, independent instructors, etc. **Online CPR certification classes must include an in person skills check off on a manikin. Totally online CPR certification classes including those offered by the Red Cross are not valid for application to health occupations programs.**

8. Proof of current personal healthcare insurance coverage is required for all health occupations students. **If documentation of coverage is not submitted to Castle Branch with immunization records, proof of coverage must be submitted by the first day of the semester if a student is accepted to the program.** Students must secure their own coverage and the insurance policy must cover the student at any assigned hospital facility. Information on college student policies and rates can be found at <https://www.healthcare.gov/>.
9. Clinical opportunities may be limited for students without Social Security numbers. If accepted to the program, a student must contact the El Centro College International Center Office (Room A-140, telephone 214-860-2090) concerning their eligibility to obtain a Social Security number before graduation from the program for future employment opportunities.

10. *Criminal Background Check / Drug Screening*

All students enrolled in Health Occupations programs are required by the Dallas/Fort Worth Hospital Council member facilities to undergo a criminal background check and drug testing prior to beginning their clinical experience. Students are responsible for all charges incurred (approximately \$86.00) for these screenings. **This procedure is conducted after a student has been accepted to their respective program.**

Results of these screenings are forwarded to the El Centro College Health Sciences for review and verification that a student is eligible to attend clinical rotation. All background check and drug screening results become the property of the Health Sciences Division and will not be released to the student or any other third party.

A clinical affiliate reserves the right to remove a student from the facility for suspicion of substance use or abuse including alcohol. The clinical agency reserves the right to request that a student submit to a repeat drug screening at the student's expense on the same day that the student is removed from the clinical facility. Failure to comply will result in the student's immediate expulsion from the clinical facility. Furthermore, regardless of testing or testing results, a clinical agency reserves the right to expel a student from their facility.

***NOTE: Should a student who has been accepted to a Health Occupations program be prohibited from attending a clinical rotation experience due to findings of a criminal background check and/or drug screening, the student may be dismissed from the Health Occupations program.***

More information regarding the Criminal Background Check and Drug Screening procedure is found under the "Resources for Potential Applicants" link at:

<https://www.ElCentroCollege.edu/HealthOccAdmissions>

11. El Centro College students who are enrolled in 6 credit hours or more during a fall or spring semester and 3 credit hours or more during a summer semester are entitled to a free DART train/bus pass for that semester. DART passes are available two weeks after the semester begins. See the link below for details:

<https://www.elcentrocollege.edu/DART>

12. Individuals who were first-time college freshman students in Fall 2007 or after are subject to the guidelines of section 51.907 of the Texas Education Code which prohibits a student from dropping more than six (6) college level credit courses during their entire undergraduate career. For more information on the 6 Drop rule, see the official college catalog online at:

<https://www1.dcccd.edu/catalog/GeneralInfo/GradesTranscripts/dw.cfm?loc=ECC>

13. Clinical affiliates for the Sonography program vary from semester to semester from the list below:

Baylor All Saints Medical Center – Ft. Worth	Medical City – Cardiovascular
Baylor Hamilton Heart and Vascular Hospital	Methodist Charlton Medical Center
Baylor Scott & White Medical Center at Carrollton	Methodist Dallas Medical Center
Baylor Scott & White Medical Center at Garland	Methodist Richardson Medical Center
Baylor Scott and White at Garland, Vascular Lab	Northlake OB-GYN
Baylor Scott & White Medical Center at Irving	Parkland Memorial Hospital
Baylor Scott & White Medical Center at Plano	Parkland OB/GYN Sonography
Baylor Scott & White Medical Center at McKinney	Parkland Vascular
Baylor Outpatient Imaging Center	Texas Health Allen Presbyterian
Baylor University Medical Center at Dallas	Texas Health Arlington Memorial
Children’s Medical Center Dallas	Texas Health Dallas Presbyterian
Children’s Medical Center Plano	Texas Health Dallas Presbyterian, Non-Invasive Cardiovascular Lab
City Hospital at White Rock	Texas Health Denton
Cook Children’s Hospital	Texas Health Plano Pediatric
DFW Vascular	Texas Health Plano Presbyterian
Flower Mound Women’s Care	Texas Regional Medical Center at Sunnyvale
John Peter Smith Hospital	UTSW University Hospital – Clements Hospital
John Peter Smith Hospital Antepartum Testing	UTSW University Hospital – Endovascular Surgery
John Peter Smith Hospital, Vascular Lab	Vanguard Vascular
Medical Center of Lewisville	Veterinary Specialists of North Texas
Medical City Dallas Hospital	

14. El Centro College charges a higher tuition rate for courses in which a student registers for the third or more times. The “Third Attempt” policy includes courses taken at any of the Dallas County Community colleges since the Fall 2002 semester. Developmental courses are not considered in this policy. For more information regarding the “Third Attempt” policy, please visit the following website:

[https://www1.dcccd.edu/catalog/GeneralInfo/GradesTranscripts/third\\_attempt.cfm?loc=ECC](https://www1.dcccd.edu/catalog/GeneralInfo/GradesTranscripts/third_attempt.cfm?loc=ECC)

15. A student may apply to more than one El Centro College Health Occupations program during a given filing period. However, if the student receives an acceptance letter to a specific program, confirms their intent to enter that program, and registers for program courses, their application to any other Health Occupations program that may share that filing period will be null and void.

Further, an individual accepted for admission and currently enrolled in an El Centro College Health Occupations program may not apply or be considered for admission selection for another El Centro College Health Occupations program unless their current program of study will complete before the second program curriculum begins.

NOTE: An individual cannot earn both the Associate Degree and the Advanced Technical Certificate in this program.

16. Financial Aid

Students should apply for Financial Aid Office well in advance of program application. More information on filing procedures and deadlines is found at the following link:

<https://www.dcccd.edu/PC/FA>

The Health Sciences Office located in Room P-712 at 301 North Market Street also has information regarding scholarships and other financial assistance for health occupations students. Contact the Health Sciences Division at 972-860-5095 for more information.

17. Please contact the individuals below for assistance (physical addresses):

Lynn Schluns, BS, RDMS, RVT  
Program Coordinator  
Diagnostic Medical Sonography  
El Centro College/Paramount  
301 North Market Street  
Dallas, TX 75202  
Telephone: 972-860-5053  
Email: [LSchluns@dcccd.edu](mailto:LSchluns@dcccd.edu)

Pamela Crawford, RT, RDMS, RVT  
Clinical Coordinator  
Diagnostic Medical Sonography  
El Centro College/Paramount  
301 North Market Street  
Dallas, TX 75202  
Telephone: 972-860-5055  
Email: [PCrawford@dcccd.edu](mailto:PCrawford@dcccd.edu)

Diagnostic Medical Sonography Admissions  
Health Occupations Admissions Office  
El Centro College/Paramount  
301 North Market Street  
Dallas, TX 75202  
Email: [ECCHOAO@dcccd.edu](mailto:ECCHOAO@dcccd.edu)

**The official mailing address for all application materials and correspondence is:**

Sonography Admissions  
Health Occupations  
El Centro College/Paramount  
801 Main St.  
Dallas TX 75202-3604

**Official transcripts should be mailed directly to:**

El Centro College – Registrar  
801 Main Street  
Dallas, TX 75202-3604

**EScript transcripts must be sent to:**

[Registrar-ECC@dcccd.edu](mailto:Registrar-ECC@dcccd.edu)

## SONOGRAPHY PROGRAM CHECKLIST – Associate Degree Curriculum

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This checklist is provided to assist you in following the steps to prepare for program application. It is not part of the application packet which is submitted with transcripts, etc.

1. \_\_\_\_\_ Download a Sonography program information packet and view an online Sonography program information session.
2. \_\_\_\_\_ Complete an application for college admission and consult an academic counselor as needed for TSI counseling, placement testing, etc. and complete any developmental courses as may be prescribed from test scores.
3. \_\_\_\_\_ Submit official transcripts from all previously attended colleges and universities to the El Centro College Registrar's Office or the Registrar/Admissions Office at any other Dallas County Community college.
4. \_\_\_\_\_ If needed, request Educational Plan/transfer evaluation of course work taken at other colleges that applies to the Sonography Degree Plan with the Health Occupations Admissions Office.
5. \_\_\_\_\_ Meet one of three Application Eligibility Categories in order to qualify to apply to the program. See these categories at: <https://www.elcentrocollege.edu/health-app-eligibility>
6. \_\_\_\_\_ Enroll and complete the following Sonography Prerequisite Courses with a minimum cumulative GPA of 3.00 or higher:  
\_\_\_\_\_ ENGL 1301                      \_\_\_\_\_ BIOL 2401                      \_\_\_\_\_ SCIT 1420  
\_\_\_\_\_ MATH 1314                      \_\_\_\_\_ BIOL 2402                      \_\_\_\_\_ DMSO 1110
7. \_\_\_\_\_ Prior to applying to the program, applicants are also encouraged to complete these Sonography Support Courses with a grade of "C" or higher in each:  
\_\_\_\_\_ PSYC 2301  
\_\_\_\_\_ SPCH 1311 or 1315 or 1321  
\_\_\_\_\_ Humanities/Fine Arts elective \_\_\_\_\_
8. \_\_\_\_\_ Complete the HESI A<sup>2</sup>, scoring a minimum of 70% on all five required sections of the test **and** completing the Learning Styles and Personality Profile sections of the test.
9. \_\_\_\_\_ See a physician or healthcare clinic for a physical examination and obtain all required immunizations, and TB screening; obtain BLS CPR training.
10. \_\_\_\_\_ Submit physical exam form, immunizations, TB screening documentation, and photocopy of front and back of CPR card to Castle Branch prior to application filing deadline.
11. \_\_\_\_\_ Compile the following materials as your complete application packet:  
\_\_\_\_\_ Supporting documentation if applying under Application Eligibility Category 2 or 3. (See guidelines on page 9.)  
\_\_\_\_\_ Completed Sonography Application and Students' Statement of Responsibility forms (both forms available after viewing the online information session).  
\_\_\_\_\_ Official HESI A<sup>2</sup> score sheet indicating minimum score of 70% on each of the five required sections **and** Personality Profile and Learning Styles section results.  
\_\_\_\_\_ Copies of any educational plans, request for course substitution forms, HPRS portfolio credit confirmation forms, or 5 year waiver forms if applicable.
12. The top 30 ranked applicants will be notified regarding the Additional Assessments for the next step in the application process.
13. Final ranking is completed and notification letters are mailed by April 1<sup>st</sup>.

**MAILING ADDRESS:**  
Sonography Admissions  
Health Occupations Admissions  
El Centro College/Paramount  
801 Main Street  
Dallas, TX 75202-3604

**PHYSICAL ADDRESS:**  
Sonography Admissions  
Health Occupations Admissions – Rm P-101  
El Centro College/Paramount  
301 North Market Street  
Dallas TX 75202

## SONOGRAPHY PROGRAM CHECKLIST – Advanced Technical Certificate Curriculum

This checklist is provided to assist you in following the steps to prepare for program application. It is not part of the application packet which is submitted with transcripts, etc.

1. \_\_\_\_\_ Download a Sonography program information packet and view an online Sonography program information session.
2. \_\_\_\_\_ Complete an application for college admission
3. \_\_\_\_\_ Submit official transcripts from all previously attended colleges and universities to the El Centro College Registrar's Office or the Registrar/Admissions Office at any other Dallas County Community college.
4. \_\_\_\_\_ Verify eligibility to apply for the Advanced Technical Certificate by submitting an Educational Plan request to the Health Occupations Admissions Office with documentation of healthcare degree including coursework in human anatomy and physiology and college algebra.
5. \_\_\_\_\_ Enroll and complete the following Sonography Prerequisite Courses with a minimum cumulative GPA of 3.00 or higher:  
\_\_\_\_\_ SCIT 1420 or PHYS 1401                      \_\_\_\_\_ DMSO 1110
6. \_\_\_\_\_ Certificate applicants may also choose to enroll in or repeat the following courses which will be compared to those completed by Associate Degree applicants for a similar GPA for ranking:  
\_\_\_\_\_ ENGL 1301    \_\_\_\_\_ SPCH 1311 or 1315 or 1321  
\_\_\_\_\_ MATH 1314    \_\_\_\_\_ PSYC 2301  
\_\_\_\_\_ three credit hour Humanities elective \_\_\_\_\_
7. \_\_\_\_\_ Complete the HESI A<sup>2</sup>, scoring a minimum of 70% on all five required sections of the test **and** completing the Learning Styles and Personality Profile sections of the test.
8. \_\_\_\_\_ See a physician or healthcare clinic for a physical examination and obtain all required immunizations, and TB screening; obtain BLS CPR training.
9. \_\_\_\_\_ Submit physical exam form, immunizations, TB screening documentation, and photocopy of front and back of CPR card to Castle Branch prior to application filing deadline.
10. \_\_\_\_\_ Compile the following materials as your complete application packet:  
\_\_\_\_\_ Completed Sonography Application and Students' Statement of Responsibility forms (both forms available after viewing the online information session).  
\_\_\_\_\_ Official HESI A<sup>2</sup> score sheet indicating minimum score of 70% on each of the five required sections **and** Personality Profile and Learning Styles section results.  
\_\_\_\_\_ Copies of any educational plans, request for course substitution forms, HPRS portfolio credit confirmation forms, or 5 year waiver forms if applicable.
12. The top 30 ranked applicants will be notified regarding the Additional Assessments for the next step in the application process.
13. Final ranking is completed and notification letters are mailed by April 1<sup>st</sup>.

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