APPLICATION / INFORMATION PACKET
2015 – 2016

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DIAGNOSTIC MEDICAL
SONOGRAPHY
Associate in Applied Science Degree in Diagnostic Medical Sonography
Certificate of Completion in Diagnostic Medical Sonography

Gateway Community College
108 N. 40th Street • Phoenix, AZ 85034
(602) 286-8000 • www.gatewaycc.edu
Dear Prospective Sonographer:

Thank you for your interest in the Diagnostic Medical Sonography Program at GateWay Community College GWCC. Sonography is an exciting field in health sciences, and provides practitioners with a lifetime of challenge.

Please review the enclosed information and Application Packet. If you decide to apply for admission into the program, complete all the required steps noted in the INFORMATION SHEET and APPLICATION PROCESS pages of the packet.

You may submit the application at anytime, but evaluation of candidates will take place only after May 15. Notification of candidates accepted into the program will occur by June 15. ALL prerequisite requirements must be completed before admission to the program will be granted.

Please access one of the following resources or the program website if you have additional questions about the program:

- Website: http://www.gatewaycc.edu
- College Advising: Available in the Center for Health Education Careers; call for appointments 602.286.8600
- Bryan Dodd, M.Ed, RDMS, RVT, RT – Program Director – 602.286.8486
- Malka Stromer, M.Ed, RDMS – Program Faculty – 602.286.8491

Please note that the curriculum and prerequisites for the program may be revised periodically. It is the applicant’s responsibility to remain aware of changes that occur.

I wish you success in your career pursuits.

Sincerely,

Bryan Dodd, M.Ed, RDMS, RVT, RT
Program Director
Diagnostic Medical Sonography Program
602.286.8486
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CAREER OVERVIEW

Sonographers are health care professionals who specialize in a challenging and interesting area of diagnostic imaging. Using high frequency sound, they create images of the body needed to assist in diagnosis and treatment of diseases. As a sonographer, you will work closely with physicians who interpret the examinations. Sonographers work directly with patients and provide care as needed during ultrasound exams. In addition to knowing detailed anatomy, sonographers need to know the pathologic conditions commonly encountered with ultrasound and will develop technical skills necessary to produce high quality sonographic images.

The field of diagnostic imaging for Sonographers is varied with opportunities to specialize in many clinical areas. You will find sonography in all aspects of health care imaging.

Job opportunities in hospitals, clinics, private physician offices, mobile services, marketing, sales and product development with equipment manufacturers, and education are possible.

PROGRAM OVERVIEW

The program is completed in 21 months and students attend classes and/or clinical year round. GateWay Community College offers a Certificate of Completion or an Associate of Applied Science degree in Diagnostic Medical Sonography. The total cost for the program is between $9,313 – $12,676* for Maricopa County residents including tuition, fees, required textbooks, lab supplies and clinical uniforms, drug screening, clinical liability insurance, fingerprinting, and background checks, etc.

This program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) in general sonography and vascular technology. Upon successful completion of this program, students are eligible to sit for the American Registry of Diagnostic Medical Sonographers (ARDMS) examinations for Abdomen, OB/GYN sonography to earn the Registered Diagnostic Medical Sonographer (RDMS) credential. They may also sit the ARDMS exam in vascular technology and earn the Registered Vascular Technologist (RVT) credential. Students completing the program may also sit the American Registry of Radiologic Technologists (ARRT) examination for general sonography and earn the Radiography Technologist Sonography RT(S) credential or the Radiography Technologist Vascular Sonography RT(VS).

Students attend class or clinical practicum approximately 40 hours per week. Some classes and clinicals are offered in the evening or on weekends for instructional clinical rotation and department staffing requirements/needs.

* Tuition and fees are set by the Maricopa Community College Governing Board and approved by the State Board of Directors of Community Colleges and are subject to change.

PROGRAM GOALS

Program Goals and Outcomes

The goal of this program is to meet the needs of the communities we serve. This includes the students, graduates, faculty, GateWay Community College, the employers in Maricopa County and the State of Arizona, physicians and the general public. The program will provide education and training in sonography of the abdomen, obstetrics, and vascular system. This education and training will prepare the students to meet the following minimum expectations:

- To prepare competent entry-level general sonographers in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains and
- To prepare competent entry-level vascular technologists in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains.
### Appropriateness of Goals and Learning Domains

This program will regularly assess its goals and learning domains. Program personnel will identify and respond to changes in the needs and/or expectations of its communities of interest. An advisory committee, which is representative of at least each of the communities of interest named in goals of the program, is designated and charged with the responsibility of meeting at least annually, to assist the program and sponsor personnel in formulating and periodically revising appropriate goals and learning domains, monitoring needs and expectations, and ensuring program responsiveness to changes.

#### Educational goals beyond entry-level sonography

The program offers the following courses which provide education above and beyond expectations for entry level sonographers:

- DMS225 High Risk Obstetric/Gynecology Sonography
- DMS230 Introduction to Echocardiography
- DMS235 Ultrasound Breast Imaging
- DMS245 Neurosonography
- DMS250 Musculoskeletal Sonography

Registered sonographers who wish to improve their knowledge and skills are eligible to take any course in the program curriculum.

### Clinical Education

GateWay Community College enjoys the ongoing support and commitment to providing the highest standard of clinical educational experiences from the medical facilities in Arizona. When student sonographers begin their clinical practicum they will experience many different exam types, ultrasound equipment, and be exposed to normal as well as pathologic findings.

Students can expect to be at clinical practicum during the weekdays, weekend clinical hours are not available. Clinicals are during the daytime and late evening. Night clinical hours are not available. Clinical hours are scheduled for 8 hours each day.
### ASSET PLACEMENT TESTING

ASSET Placement test is designed to identify your skill levels in English language usage, reading and mathematics. Assessment tests are scheduled at a variety of times in GateWay’s Testing Center and are free of charge. Please contact GateWay’s Testing Center or visit the website to get updated requirements and hours of operation.

### PROGRAM PREREQUISITES

Successful Completion of the following college courses with a minimum, cumulative GPA of 3.0.

<table>
<thead>
<tr>
<th>Course #</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td><strong>17 – 23</strong></td>
</tr>
</tbody>
</table>

#### Part I:

- BIO 160 Introduction to Human Anatomy and Physiology – Lecture/Lab **4**
- COM 111 Any approved general education course in the Oral Communication area **3**
- ENG 101 First-Year Composition (3) OR
- ENG 107 First-Year Composition for ESL (3) **3**
- HCC 145 Medical Terminology for Health Care Workers (3) OR
- HCC 146 Common Medical Terminology for Health Care Workers (2) OR
- Grade of an allied health education program that is patient care related **0 – 3**
- MAT 120 Intermediate Algebra (5) OR
- MAT 121 Intermediate Algebra (4) OR
- MAT 122 Intermediate Algebra (3) OR
- Equivalent OR higher-level mathematics course **3 – 5**
- DMI 105 Fundamentals of Radiation Physics (3.0) OR
- PHY 101 Introduction to Physics – Lecture/Lab (4.0) OR
- PHY 111 General Physics I – Lecture/Lab (4.0) **3 – 4**

#### Part II:

Only after acceptance into the program and before the start of required courses, students must complete the following course:

- DMS 101 Patient Care in Diagnostic Sonography **1**
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DMS220</td>
<td>Cross-sectional Anatomy</td>
<td>3</td>
</tr>
<tr>
<td>DMS110</td>
<td>Introduction to Diagnostic Sonography</td>
<td>2</td>
</tr>
<tr>
<td>DMS110LL</td>
<td>Introduction to Diagnostic Sonography – Lab</td>
<td>1</td>
</tr>
<tr>
<td>DMS120</td>
<td>Ultrasound Imaging: Abdominal Procedures I</td>
<td>3</td>
</tr>
<tr>
<td>DMS120LL</td>
<td>Ultrasound Imaging: Abdominal Procedures I – Lab</td>
<td>1</td>
</tr>
<tr>
<td>DMS145</td>
<td>Clinical Pathology for Diagnostic Imaging</td>
<td>3</td>
</tr>
<tr>
<td>DMS155</td>
<td>Clinical Practicum I</td>
<td>1</td>
</tr>
<tr>
<td>DMS121</td>
<td>Ultrasound Imaging: Abdominal Procedures II</td>
<td>3</td>
</tr>
<tr>
<td>DMS130</td>
<td>Ultrasound Imaging: OB/GYN Procedures</td>
<td>4</td>
</tr>
<tr>
<td>DMS140</td>
<td>Ultrasound Case Studies: Part I</td>
<td>2</td>
</tr>
<tr>
<td>DMS150</td>
<td>Sonographic Principles and Instrumentation</td>
<td>2</td>
</tr>
<tr>
<td>DMS150LL</td>
<td>Sonographic Principles and Instrumentation – Lab</td>
<td>1</td>
</tr>
<tr>
<td>DMS161</td>
<td>Clinical Practicum II - AA</td>
<td>1</td>
</tr>
<tr>
<td>DMS162</td>
<td>Clinical Practicum II - AB</td>
<td>2</td>
</tr>
<tr>
<td>DMS163</td>
<td>Clinical Practicum II - AC</td>
<td>3</td>
</tr>
<tr>
<td>DMS171</td>
<td>Clinical Practicum III - AA</td>
<td>2</td>
</tr>
<tr>
<td>DMS172</td>
<td>Clinical Practicum III - AB</td>
<td>2</td>
</tr>
<tr>
<td>DMS281</td>
<td>Ultrasound Reg. Prep. Sem.: Physics &amp; Instrumentation OR</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Successful completion of the American Registry of Diagnostic Sonographers (ARDMS) Sonographic Principles and Instrumentation (SPI) exam</td>
<td></td>
</tr>
<tr>
<td>DMS210</td>
<td>Concepts of Vascular Imaging</td>
<td>2</td>
</tr>
<tr>
<td>DMS210LL</td>
<td>Concepts of Vascular Imaging</td>
<td>1</td>
</tr>
<tr>
<td>DMS225</td>
<td>High Risk Obstetric / Gynecology Sonography</td>
<td>1</td>
</tr>
<tr>
<td>DMS240</td>
<td>Ultrasound Case Studies: Part II</td>
<td>2</td>
</tr>
<tr>
<td>DMS261</td>
<td>Clinical Practicum IV - AA</td>
<td>2</td>
</tr>
<tr>
<td>DMS262</td>
<td>Clinical Practicum IV - AB</td>
<td>3</td>
</tr>
<tr>
<td>DMS285</td>
<td>Intermediate Vascular Technology</td>
<td>2</td>
</tr>
<tr>
<td>Course</td>
<td>Description</td>
<td>Credits</td>
</tr>
<tr>
<td>-----------------</td>
<td>--------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>DMS241</td>
<td>Ultrasound Case Studies: Part III</td>
<td>2</td>
</tr>
<tr>
<td>DMS250</td>
<td>Musculoskeletal Sonography</td>
<td>2</td>
</tr>
<tr>
<td>DMS270</td>
<td>Clinical Practicum V - AA</td>
<td>1</td>
</tr>
<tr>
<td>DMS271</td>
<td>Clinical Practicum V - AB</td>
<td>2</td>
</tr>
<tr>
<td>DMS272</td>
<td>Clinical Practicum V - AC</td>
<td>2</td>
</tr>
<tr>
<td>DMS282</td>
<td>Ultrasound Reg. Prep. Sem.: Abdominal &amp; Small Parts Imaging</td>
<td>1</td>
</tr>
<tr>
<td>DMS283</td>
<td>Ultrasound Reg. Prep. Sem.: OB/GYN &amp; Neonate</td>
<td>1</td>
</tr>
<tr>
<td>DMS284</td>
<td>Ultrasound Reg. Prep. Sem.: Vascular Imaging</td>
<td>1</td>
</tr>
<tr>
<td>DMS286</td>
<td>Advanced Vascular Technology</td>
<td>2</td>
</tr>
<tr>
<td>DMS286LL</td>
<td>Advanced Vascular Technology – Lab</td>
<td>1</td>
</tr>
</tbody>
</table>

Please see the college catalog for full descriptions of program requirements.
The **Associate of Applied Science Degree in Diagnostic Medical Sonography** consists of the same acceptance requirements and the same course work as in the Certificate of Completion curriculum, with the addition of 8 to 12 credits in General Studies Requirements:

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education Requirement</td>
<td>8 - 12</td>
</tr>
<tr>
<td>General Education Core</td>
<td>3 - 6</td>
</tr>
<tr>
<td><strong>First-Year Composition</strong></td>
<td></td>
</tr>
<tr>
<td>+ ENG 102 First-Year Composition (3) OR</td>
<td></td>
</tr>
<tr>
<td>+ ENG 108 First-Year Composition for ESL (3)</td>
<td></td>
</tr>
<tr>
<td><strong>Critical Reading</strong></td>
<td></td>
</tr>
<tr>
<td>+ CRE 101 College Critical Reading (3) OR</td>
<td></td>
</tr>
<tr>
<td>+ CRE 111 Critical Reading for Business and Industry (3) OR Equivalent as indicated by Assessment</td>
<td>0 - 3</td>
</tr>
<tr>
<td><strong>General Education Distribution</strong></td>
<td>5 - 6</td>
</tr>
<tr>
<td><strong>Humanities and Fine Arts</strong></td>
<td></td>
</tr>
<tr>
<td>Any approved General Education course from the Humanities and Fine Arts area.</td>
<td>2 - 3</td>
</tr>
<tr>
<td><strong>Social and Behavioral Sciences</strong></td>
<td></td>
</tr>
<tr>
<td>Any approved General Education course from the Social and Behavioral Sciences area.</td>
<td>3</td>
</tr>
</tbody>
</table>
The estimated cost for the program is outlined in the chart below. The student is responsible for providing transportation, housing, and uniforms.

### Certificate of Completion

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition* (64-65 credit hrs @ $84 a credit hr)</td>
<td>$ 5,376 – 5,460</td>
</tr>
<tr>
<td>Program Prerequisite Tuition (17-23 credit hrs @ $84 a credit hr)</td>
<td>1,428 – 1,932</td>
</tr>
<tr>
<td>Registration fees ($15 per semester)</td>
<td>75</td>
</tr>
<tr>
<td>Course / Lab Fees</td>
<td>500 – 560</td>
</tr>
<tr>
<td>Equipment / Supplies</td>
<td>83</td>
</tr>
<tr>
<td>Books</td>
<td>1,034 – 2,076</td>
</tr>
<tr>
<td>Other Costs: License/Certification, Pre-Clinical Health &amp; Safety</td>
<td>817 – 1,482</td>
</tr>
<tr>
<td>Requirements, etc.</td>
<td></td>
</tr>
</tbody>
</table>

**Total Estimated Costs** $9,313 – 11,668

### AAS Degree

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition* (64-65 credit hrs @ $84 a credit hr)</td>
<td>$ 5,376 – 5,460</td>
</tr>
<tr>
<td>Program Prerequisite Tuition (17-23 credit hrs @ $84 a credit hr)</td>
<td>1,428 – 1,932</td>
</tr>
<tr>
<td>General Education Tuition (8-12 credit hrs @ $84 a credit hr)</td>
<td>672 – 1,008</td>
</tr>
<tr>
<td>Registration fees ($15 per semester)</td>
<td>75</td>
</tr>
<tr>
<td>Course / Lab Fees</td>
<td>500 – 560</td>
</tr>
<tr>
<td>Equipment / Supplies</td>
<td>83</td>
</tr>
<tr>
<td>Books</td>
<td>1,034 – 2,076</td>
</tr>
<tr>
<td>Other Costs: License/Certification, Pre-Clinical Health &amp; Safety</td>
<td>817 – 1,482</td>
</tr>
<tr>
<td>Requirements, etc.</td>
<td></td>
</tr>
</tbody>
</table>

**Total Estimated Costs** $9,985 – 12,676

Out-of-County / Out-of-State residents pay $317 a credit hr

Students must also plan on the expense of driving to clinical locations across the metropolitan Phoenix and outlying areas. Several clinical affiliates are not on bus routes so one’s own private transportation vehicle is necessary.

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1 Tuition and fees are set by the Maricopa Community College Governing Board and approved by the State Board of Directors for Community Colleges; all fees are subject to change. Tuition is higher for non-county residents; visit [www.gatewaycc.edu](http://www.gatewaycc.edu) for more information.

2 Other Program Costs may be less or more than listed based on a student’s individual health record in respect to being in compliance with the immunization and safety requirements for the clinical experience.

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**IMPORTANT** - Tuition/registration fees are all due 35 days prior to the start date of each semester. If 34 days or less, all fees are due at the time of registration or you will be dropped from your classes and lose your seat in the program for non-payment.
**ADMISSION CRITERIA**

Admission is limited, based on clinical site capacities. Students are selected for admission to this program based on the following criteria:

<table>
<thead>
<tr>
<th>Admission Criterion</th>
<th>Description</th>
<th>Possible points</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Grade Point Average in Prerequisite Courses</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Overall Grade Point Average</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Previous Allied Health Credential</strong> - Applicants can earn up to 3 points for previous allied health credentials.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Final determination of points for any given credential is made by the selection committee</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Previous Academic Degree(s) earned Associates or Above.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Previous application to the Diagnostic Sonography Program</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total Points Possible</strong></td>
<td>14</td>
</tr>
</tbody>
</table>

To calculate your points, add your overall GPA to your GPA in the prerequisites, add the points you earn for one health care credential, add a point if you have an academic degree from an accredited college, add two points if you have previously applied for the program.
**APPLICATION PROCESS**

1. **Read your entire packet carefully**
   If you have any questions, contact the Program Director.

2. **Complete the packet & return to GWCC Special Admissions in the Admissions & Records office.**
   A completed application is good only for the year it is submitted.

3. **Complete the Assessment Test**
   If you are new to college. This is designed to assist you and the college with your academic needs.

4. **Transcripts**
   a. Request **ALL** official transcripts from colleges and high schools, or **GED**; be sent to the Admissions and Records Office.
   b. Official transcripts must be sent from institution to institution; allow 2 to 4 weeks for receipt. Please ask institution to include current name and student I.D. number used at GateWay Community College.
   c. Students must then submit a request to Admissions and Records to have an official evaluation of the transcripts performed. The form to do this is available from Admissions and Records or students may request evaluation online at [http://www.gatewaycc.edu/Current/Forms/TranscriptEval.aspx](http://www.gatewaycc.edu/Current/Forms/TranscriptEval.aspx)
   d. To verify completion of transcript evaluation, contact Admissions and Records Office, 602.286.8200.

5. **ALL DOCUMENTATION MUST BE SUBMITTED**
   A completed application for Diagnostic Medical Sonography consists of:
   - Complete Student Information Form
   - Copies of health care licenses/credentials (if any)
   - Complete application to program and college
   - Admissions Application Disclaimer
   - Cumulative GPA of 3.0 in prerequisites only
   - Updated resume

   All costs incurred are the student’s responsibility
IMMUNIZATIONS, TESTING, AND BACKGROUND REQUIREMENTS

THE FOLLOWING IS COMPLETED AFTER PRELIMINARY ACCEPTANCE INTO THE PROGRAM.

IMMUNIZATION AND TB TESTING REQUIREMENTS
Please review the health and safety packet available at http://www.gatewaycc.edu/sites/default/files/imce/images/infopacket_alliedhealthprograms.pdf
The health and safety requirements are subject to change based on the requirements of our clinical partners. The most up to date information can be found at the aforementioned website.

BACKGROUND CHECK REQUIREMENTS
Effective September 1, 2011, all students seeking admission to an MCCCD Allied Health or Nursing Program (Program) will be required to obtain a valid Level-One Arizona Department of Public Safety Fingerprint Clearance Card (FCC Card) and a passing score on an MCCCD background check. Students bear the responsibility for the cost of the MCCCD Background Check and the FCC Card. These changes have been implemented because several of the largest health care organizations that provides environments for our students clinical education have recently established more stringent background check standards. These new standards preclude MCCCD from assigning students to a clinical experience who cannot meet the new requirements. Please review the policy announcement and FAQs on the MCCCD website at http://www.healthcare.maricopa.edu/

Apply as soon as possible for the level one fingerprint card; it can take up to 12 weeks to obtain. You will need to send a copy of your card to:

Please send your Health & Safety documents via email to: immunizations@gatewaycc.edu

The card is good for six years.

DRUG SCREENING
Each student must go through a preclinical drug screen prior to beginning the first clinical rotation. Drug screening for all Diagnostic Medical Sonography students is mandatory. The cost for tests will be the responsibility of the student. The urine drug screen will test for alcoholic beverages, illegal drugs, or drugs that may impair judgment while in the clinical agency. If the drug test is positive for the illegal drugs, the student will not be able to continue in the program. Readmission is at the discretion of the college and the program. Some clinical sites also require screening for nicotine. Students who test positive for nicotine may not be able to be placed at certain clinical sites, but are not excluded from the program.
WHAT IS SONOGRAPHY?
The Diagnostic Ultrasound Profession is a multi-specialty field comprised of Diagnostic Medical Sonography (with subspecialties in abdominal, neurologic, obstetrical/gynecologic and ophthalmic ultrasound), Diagnostic Cardiac Sonography (with subspecialties in adult and pediatric echocardiography), Vascular Technology, and other emerging fields. These diverse specialties are distinguished by their use of diagnostic medical ultrasound as a primary technology in their daily work. The Diagnostic Medical Sonography program at GateWay Community College is accredited in abdomen and obstetrics/gynecology sonography. Additionally, students are given introductory training in vascular, neurosonography, and cardiac applications of ultrasound.

WHAT IS THE CURRICULUM AND LENGTH OF THE SONOGRAPHY PROGRAM?
The GateWay Community College program is a 21 month full-time day program on sonography. Courses include physics, abdomen, obstetrics, gynecology, vascular imaging, and all other aspects of sonography. Students must maintain a grade of “C” or better in all didactic classes and pass their clinical courses to remain in the program.

WHEN DOES THE NEXT CLASS BEGIN?
The cohorts begin each fall semester.

WHAT TIMES ARE THE CLASSES FOR THE PROGRAM SCHEDULED?
The classes, labs, and clinical rotations are scheduled during the day Monday through Friday, typically from 8 a.m. to 5 p.m. The schedule is based on the needs of the clinical sites and the school and is subject to change.

WHO CAN APPLY TO THE PROGRAM?
The Sonography Program will only accept applications from students who have completed the prerequisites for the program. We do not make exceptions to the application and entrance requirements. If you have not completed the prerequisites, we will not be able to accept your application.

HOW MANY STUDENTS ARE ADMITTED INTO THE PROGRAM?
Admissions are based on number of clinical sites available. Recent cohorts have been 15 – 20 students.

IF I AM A MILITARY VETERAN, WHAT WILL GATEWAY DO FOR ME TO GET INTO THE DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM?
As a military friendly program, we hold positions in our program for (2) two military veterans each Fall semester, a copy of your DD214 will be required.

CAN I WORK WHILE IN THE PROGRAM?
Students are cautioned that the Sonography program is a rigorous course of study. The program faculty recommend that students do not work. It is important to note that the clinical requirements for the program can reach 40 hours per week during some semesters. Each student must make an individual decision about the number of work hours that he/she can accept while continuing to make acceptable academic progress in the program.

WHY IS THE PROGRAM SO LENGTHY?
The Diagnostic Medical Sonography Program is highly demanding. The course of study requires many hours of classroom and clinical time. The amount of time is needed to train students to perform examinations on patients with varied bodies, pathology, and disease states. Students need to be able to study independently, think critically, and take an active role in their education process.
WHAT SPECIAL SKILLS ARE REQUIRED OF SONOGRAPHERS?
Ultrasound requires the ability to apply, analyze, synthesize, and evaluate what you learn in school to the real-life clinical experience on a daily basis. Manual dexterity is vitally important in ultrasound in order to create studies of diagnostic quality. A recap of the physical and mental requirements is listed below:

- Emotional and physical health sufficient to meet the demands of the position.
- Strength sufficient to: lift some patients, move heavy equipment on wheels (up to approximately 300 lbs), and to move patients in wheelchairs and stretchers.
- Ability to maintain prolonged arm positions necessary for scanning.
- Lift more than 50 pounds routinely
- Push and pull routinely
- Bend and stoop routinely
- Have full use of both hands, wrists and shoulders
- Distinguish audible sounds
- Adequately view sonograms, including color distinctions
- Work standing on their feet 80% of the time
- Interact compassionately and effectively with the sick or injured
- Assist patients on and off examining tables
- Communicate effectively with patients and other health care professionals
- Organize and accurately perform the individual steps in a sonographic procedure in the proper sequence

Prospective students are expected to be able to meet the physical and mental requirements for sonographers.

IS THERE A NATIONAL CERTIFICATION EXAMINATION?
Yes, the American Registry for Diagnostic Medical Sonography (ARDMS) and the American Registry of Radiologic Technologists (ARRT) credential sonographers. Graduates of the GateWay Community College program are eligible to sit for the ARDMS examination in Abdomen, and OB/GYN specialties. The ARDMS is recognized by industry as the professional standard in sonography credentialing. The ARDMS can be reached at 1.800.541.9754 or at www.ardms.org.

The Diagnostic Medical Sonography program at GateWay places a heavy emphasis on vascular technology in sonographic procedures. There are two agencies which provide vascular credentials to those that complete the requirements. The ARDMS offers the Registered Vascular Technology (RVT) Credential, and Cardiovascular Credentialing International offers the Registered Vascular Sonographer (RVS) credential. Many graduates of the Diagnostic Medical Sonography program pass the RVT exam within one year of completing the program. The Diagnostic Medical Sonography Program has applied to CAAHEP for accreditation as a vascular program and we are awaiting final determination of status.

The American Registry of Radiologic Technologists certifies for general sonography. Graduates of the GateWay Community College program are eligible to sit for the ARRT examination in general sonography. The ARRT is recognized as an entry level credential for sonography. The ARRT can be reached at 1.651.687.0048 or at www.arrt.org

Certification by obtaining one of these credentials is considered the standard of practice in sonography.

IS FINANCIAL AID AVAILABLE?
Financial assistance is available to eligible students in the form of grants, scholarships, employment, or loans. Students may receive aid from one funding source or aid may be offered as a package from multiple sources. Contact the Financial Aid office at 602.286.8300 for additional information or visit their web site at: http://enroll.gatewaycc.edu/FinancialAid/ApplyForFinancialAid/default.htm

IS GATEWAY COMMUNITY COLLEGE AND THE DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM ACCREDITED?
Yes. The program is fully accredited. The Commission on Accreditation of Allied Health Education Programs CAAHEP, working through the Joint Review Commission of Diagnostic Medical Sonography JRCDS, accredits the Diagnostic Medical Sonography program at GateWay. Students completing the program are eligible to sit the American Registry of Diagnostic Medical Sonographers (ARDMS) Abdomen and OB/Gyn exams and earn their RDMS credential. Students completing the program are also able to sit...
Diagnostic Medical Sonography 17 January 2015-1

the American Registry of Radiologic Technologists (ARRT) General Sonography examination and obtain their RT(S) credential. The Maricopa County Community Colleges are accredited through the North Central Association of Colleges and Schools (NCA).

WHERE CAN I GO TO LEARN MORE ABOUT SONOGRAPHY?
The Society of Diagnostic Medical Sonographers' official website is at www.sdms.org. Also visit www.ardms.org for more information on registration as a sonographer.

IF I HAVE A CRIMINAL RECORD, WILL THAT PROHIBIT ME FROM BEING SUCCESSFUL IN THIS CAREER?
Students with a criminal record may have difficulty in receiving a credential and/or employment. Completion of the program in no way guarantees that a student is eligible to sit for exams. We recommend that students, who may have a prior criminal conviction, verify the background requirements of the credentialing organization (www.ardms.org, www.cci.org, or www.arrt.org).

ACCREDITATION

GateWay Community College is a Maricopa Community College, accredited by the Higher Learning Commission, a Commission of the North Central Association of Colleges and Schools (30 North LaSalle St, Suite 2400, Chicago, IL. 60602-2504, Tel# 800.621.7440), and its courses are approved by the Social Security Administration for Veterans Training. This school is authorized under federal law to enroll nonimmigrant alien students.

The Commission on Accreditation of Allied Health Education Programs (CAAHEP), working through the Joint Review Commission of Diagnostic Medical Sonography (JRCDMS), accredits the Diagnostic Medical Sonography Program. Students are eligible to sit for the American Registry of Diagnostic Medical Sonographers (ARDMS) examinations for Abdomen, OB/GYN sonography to earn the Registered Diagnostic Medical Sonographer (RDMS) credential. They may also sit the ARDMS exam in vascular technology and earn the Registered Vascular Technologist (RVT) credential. Students completing the program may also sit the American Registry of Radiologic Technologists (ARRT) examination for general sonography and earn the Radiography Technologist Sonography RT(S) credential or the Radiography Technologist Vascular Sonography RT(VS).

POLICIES, RULES, REQUIREMENTS, AND REGULATIONS COMPLIANCE

❖ Policies, courses, programs, fees, and requirements may be suspended, deleted, restricted, supplemented, or changed through action of the Governing Board of the Maricopa Community Colleges.

❖ The Maricopa Community Colleges reserves the right to change, without notice, any materials, information, curriculum, requirements, and regulations.

❖ Admission or graduation from any Allied Health program at GateWay Community College does not guarantee the student’s professional certification, licensure, or employability. The student must comply with legal requirements of the profession. This may include provisions from Arizona Revised Statutes 41-1758.03 (sections B and C) regarding the denial of a fingerprint clearance card or being listed on the US government’s Office of Inspector General’s Exclusion List.

❖ Students enrolled in the program will have learning experiences in a health care setting where they will have access to confidential information. Prior to beginning any clinical studies the students will be asked to sign an agreement to adhere to the requirements of those clinical sites and applicable laws, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA).

❖ Students with other related health care experiences, not listed in the Program (Health Core Curriculum courses) Pre-requisites/Co-requisite options, may request an evaluation for course competency equivalence through the Integrated Competency Assessment Network (ICAN) by calling 480.731.8924 or going to http://www.dist.maricopa.edu/academic/curric/.
**Contact Information**

If you have any questions about the enclosed program material, please feel free to contact any of the following program contacts:

Bryan Dodd, Program Director / Phone 602.286.8486 / Email: dodd@gatewaycc.edu

Caroline Delgado, Health Sciences Academic Advisor / Phone 602.286.8183 / Email: delgado@gatewaycc.edu

Lucy Granillo, Health Sciences Academic Advisor / Phone: 602.286.8185 / Email: luciella.granillo@gatewaycc.edu

**College Communication**

_The following information is very important so you do not miss any notices:_

We communicate with students strictly through your Maricopa College email, not your personal email account.

We have a district-wide Google powered email system. This system is the way we send all official College communications concerning selective admissions, class enrollment, financial aid, tuition due dates and other important student information.

All students will need to check their new student e-mail regularly or forward the new student e-mail to a personal e-mail to ensure that all official college communication is received.

Students may access their new e-mail accounts directly from their Student Center once they log in at my.maricopa.edu. 1st section “Student Communication Center”.

The benefits to you include:
- Quicker response
- Convenience. You can receive & read email even if out-of-town
- Saves trees!

Go to [my.maricopa.edu](http://my.maricopa.edu) & log in to your account. Click on ‘create an account’ in the paragraph above the picture of the students to set up your student account. You may edit your information, such as address, phone, etc. here also if you need to. This is a self-service for students, which includes registering for classes, adding/dropping classes, making payments, printing your class schedules, viewing financial aid & viewing your grades. If you have any technical issues, please call 1-888-994-4433.
HOW TO APPLY & ENROLL

GateWay is one of 10 Maricopa Community Colleges. To enroll to any of the colleges, you must first create a student account.

STEP 1: APPLY FOR COLLEGE ADMISSION

- Go to the MEID Account Wizard which is located within my.maricopa.edu and create an account.
- Follow the instructions for the MEID Account Wizard to create a user ID & password. Keep this information to login to your Student Center in the future.

NOTE: You will need to wait 20 minutes after creating an account before you can apply.

1. Go to your Student Center on my.maricopa.edu
2. Enter your MEID (User ID) & Password
3. Once in your Student Center, click on MCCCD Admissions and continue with steps to apply

- All admitted students will be issued an email account that corresponds with their MEID, accessible through the Online Student Center. You are able to forward messages to your personal email account, too.

Please Note: This account will be used to communicate all official business messages from the college, including:

- Class Enrollment
- Financial Aid
- Grades
- Payment Invoices
- Tuition Due Dates
- Other Important Student Information
- The e-mail address for this MEID would be: ABCDE12345@maricopa.edu
- Your MEID should be a combination of approximately 10 letters and numbers in length, such as: ABCDE12345
- New to college? Learn about our iStart Smart program and get a competitive edge on starting a successful college career.
- Be sure to participate in an orientation session before beginning classes for the first time on campus.
- Learn more about our Prop 300 policies.

Help is available upon request: https://my.maricopa.edu/references/frequently-asked-questions

STEP 2: ASSESSMENT TESTING

If you are planning to enroll in an English, Math or Reading course, you may be required to take Placement Tests at Enrollment Services Testing Center, http://www.gatewaycc.edu/testing, located in the IE (Integrated Education) Building. Test scores are used to decide which courses to take. Here’s what you need to know before you go:

- Assessment tests are free of charge. These tests are good for two years.
- Separate tests for English, Math and Reading may be required.
- Testing times vary depending upon the user’s pace.
- On average, each test takes approximately 25 minutes.
- Photo ID and Student ID number required.
- Bring a copy of your unofficial transcripts.
- Walk-in appointments are accepted with a Student ID.
• Students may also contact a program advisor, faculty member or counselor to make an appointment.

The Testing Center's hours of operation are:

**Fall and Spring Hours**
- Monday - Thursday, 8 a.m. - 4 p.m. (testing stops at 4 p.m.)
- Friday, 8 a.m. - 12 p.m. (testing stops at 12 p.m.)

**Summer Hours**
- Monday - Thursday, 8 a.m. - 12 p.m. (testing stops at 12 p.m.)
- Closed Friday

**STEP 3: REVIEW PROGRAM REQUIREMENTS**
Each of our Health Science programs has unique requirements. We strongly encourage you to review the program packets and the current catalog for any specialties that you might consider. These resources will provide you with detailed program information regarding prerequisite courses and application procedures.

**STEP 4: MEET WITH A HEALTH SCIENCE ADVISOR**
We strongly encourage all new students to contact a Health Sciences Academic Advisor. The mission of our advisement team is to provide services that enhance student development & success, including:

- Exploration of educational & life goals
- Selection of academic/occupational programs
- Selection of sequencing of courses
- University transfer options
- General information on campus resources & classes

The Health Sciences Academic Advisors are available by phone, email, or in person at the CHCE Center for Health Careers Education Building, [http://about.gatewaycc.edu/Contact/CampusMap/](http://about.gatewaycc.edu/Contact/CampusMap/), on the north side of campus during the following business hours:

<table>
<thead>
<tr>
<th>Walk-in basis</th>
<th>For an appointment call 602.286.8600</th>
</tr>
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<tbody>
<tr>
<td>Mondays from 8 a.m. to 5 p.m.</td>
<td>Tuesdays-Wednesdays-Thursdays.</td>
</tr>
<tr>
<td>Fridays from 8 a.m. to 1 p.m.</td>
<td>Decrease your waiting time by</td>
</tr>
<tr>
<td>(but closed on Fridays in the Summer)</td>
<td>scheduling an appointment.</td>
</tr>
</tbody>
</table>

Before you meet with an advisor, we recommend you check out the current Catalog to learn more about the programs that interest you. Let your advisor know if you have any questions or concerns.

If you have taken a class for college credit and you are interested in transferring credits to GateWay, you may better prepare for your meeting if you bring a copy of your transcripts to review with your advisor and then:

a. Request **ALL** official college transcripts be sent to the Admissions and Records Office.
   
   Attn: Admissions & Records
   
   108 N 40th Street
   
   Phoenix, AZ  85034-1704
   
   b. Official transcripts must be sent from institution to institution, allow 2-4 weeks for receipt. Please request institution to include current name and student ID number used at GateWay Community College.
   
   c. Evaluations of Official College Transcripts must be requested by the student after their arrival at the college. To verify receipt of transcripts and evaluation, a request for transcript evaluation form must be filled out and submitted to Admissions and Records. This form can be obtained from any GateWay Community College Advisor.
STEP 5: PROGRAM APPLICATION
Many of GateWay Community College’s Health Science programs have a special admissions procedure. The Diagnostic Medical Sonography Program information packet contains detailed information regarding this process. Please be sure to review this information to ensure that your application materials are complete and received at the Special Admissions office by the stated deadlines. You will receive notification of your acceptance via e-mail. This will arrive through the gmail account set up when you received your MEID. So you will want to check this account regularly, or have it forwarded to an account which you do check often. Keep your contact information current with GateWay Community Colleges Admissions and Records department.

STEP 6: SELECT YOUR CLASSES & REGISTER
GateWay requires on-time registration because we believe success starts from day one. Enroll early, get your books and be in class ready to learn from the first day.

For classes with published start dates and meeting times, registration in the class must be completed before the first official class meeting date and time. No late registration in a class once it has started is allowed. Registration for a class on the date it starts must be done in person or on the phone, and must be completed before the class start time.

For classes without published meetings times, registration in the class must be completed by 11:59 p.m. the day before the class starts.

You will find there are many ways to receive academic, financial or career assistance to get involved in our community.

- The Maricopa Community Colleges Class Schedule allows you to find classes by semester, time & date.
- Pick out the classes you want and go to the My.maricopa.edu Online Student Center. Login using your MEID & password to create your class schedule.

STEP 7: APPLY FOR FINANCIAL AID AND PAY

Financial Aid
Before you apply for financial aid, you will need to complete the Free Application for Federal Student Aid (FAFSA). Once you submit this form, you can check the status of your financial aid by going to the Student Center and logging in with your MEID & password.

Additional financial aid opportunities, scholarships and grants may be available to you. To learn more, visit our financial aid page or call (855) 622-2332.

Please Note: You will need to verify and comply with all financial aid deadlines through FAFSA or your classes could be dropped.

How to Pay
Tuition/registration fees are all due 35 days prior to the start date of each semester. If 34 days or less, all fees are due at the time of registration or you will be dropped from your classes and lose your seat in the program for non-payment. The enrollment process is not complete until your payment is made in full. The following information has been created to help you find the method of payment that’s right for you.

Online
- Go to the Online Student Center and login to your account using your MEID & password to pay by credit card, e-check or payment plan online.

By Phone
- Call (602) 286-8100 to make a credit card payment by phone.

Please Note: Wait times may increase during peak periods of enrollment.
**In Person**
- Go to the Cashier's Office at Enrollment Services, located in the IE (Integrated Education Building) to pay for classes in full, using cash or credit.
- Picture ID may be required for some student transactions.

**STEP 8: ATTEND NEW STUDENT ORIENTATION (REQUIRED FOR ALL FIRST-TIME STUDENTS)**
*Orientations* are held prior to Fall and Spring semesters and all students are welcome. Attendance to New Student Orientations are REQUIRED for all first-time to college students. Register Now.

**STEP 9: BUY YOUR BOOKS**
Buy your Books online or on campus.

**STEP 10: GO TO CLASS!**
Be sure to review your class schedule at the Student Center for class times and building/room location. Print out a copy of our Campus Maps and bring it with you to help navigate through campus & find your classes quickly.

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**STUDENT SERVICES**

The following are some of the services available to students.

- **Advising** - Meeting with a Health Sciences academic advisor in the Center for Health Careers Education (CHCE) is on a walk-in basis on Mondays from 8 a.m. to 5 p.m. and on Fridays from 8 a.m. to 1 p.m. (but closed on Fridays in the Summer). For an appointment on Tuesdays-Wednesdays-Thursdays, you may call 602.286.8600.

- **Bookstore** - Available are textbooks and supplies for classes, call 602.286.8400. You may visit their website at: www.efollett.com and selecting “College Textbooks”.

- **Counseling** - Academic, personal, or career counseling available. Call 602.286.8900.

- **Employment** - Upon completion of the Diagnostic Medical Sonography Program, contact the Career & Re-Entry Services, at 602.286.8500 for assistance.

- **Financial Aid** - Available for qualified students - Contact the Financial Aid Office at 602.286.8300 or visit website: http://enroll.gatewaycc.edu/FinancialAid/ApplyForFinancialAid/default.htm

- **Student Assessment Center** - Services include instructor makeup exams; the English, Math, and Reading ASSET or COMPASS placement tests; and selected instruments required for acceptance into the Health Science or Nursing programs. Call 602.286.8160 for specific days and times tests are available.

- **Tutoring Assistance** - Available through the Learning Center, 602.286.8800.

For a complete listing of student services, please refer to the college catalog, or visit GateWay’s website: www.gatewaycc.edu or call college information at 602.286.8000.
STUDENT CHECKLIST

- Completed applications, signed and dated
  - Step 1: Apply for College Admission
  - Step 2: Assessment Testing (if applicable)
  - Step 3: Review Program Requirements
  - Step 4: Meet with a health science advisor
  - Step 5: Program Application
  - Step 6: Select your classes and register
  - Step 7: Apply for financial aid (If you do not plan to apply for financial aid, skip to Step 8.)
  - Step 8: Pay your tuition and fees
  - Step 9: Buy your books

- Copies of official transcripts sent to college

- Request transcript evaluation by Admissions and Records

- Copies of any Health Specialty license and/or credential

Send all materials to
Special Admissions, A&R Office
GateWay Community College
108 N 40th Street
Phoenix, AZ 85034-1704
602.286.8058

**DO NOT SEND to Bryan Dodd; he does NOT handle the processing of applications.**

- After receipt of your completed application, you will be notified by Special Admissions. Details on registration, the program, etc., will be emailed to you.

- Materials must be received at the college by May 15, 2015 in order to process them in time for the program, which begins Fall 2015. Selections for the program occur between May 15 and June 15.

- If you have any special educational, financial, or other needs, please make them known along with your application, so our Special Admissions Coordinator may direct you to the appropriate college advisors.
In order to accommodate our clinical partners and to form new partnerships with which to place students into clinical practicum experiences, the Diagnostic Medical Sonography program at GateWay Community College have developed a means for our clinical partners to place students who may be their employees into the program by providing clinical slots for the student. A site may select a student to enter the program by providing clinical slots for two students. This allows the program to accept the student from the clinical partner and another through general entry. Facilities that are unable to accommodate two students will not be able to use this selection process for their employees until they have hosted a general entry student.

Sites who want to place students into the program through this process should have the clinical manager or person responsible for student placement contact Bryan Dodd at dodd@gatewaycc.edu or by calling 602 286 8486. Students interested in applying to the program through this process should work with their clinical manager or the person at their facility responsible for student placement.
Year of Application: 

GATEWAY COMMUNITY COLLEGE
SPECIAL ADMISSIONS, A&R OFFICE
108 N 40TH STREET / PHOENIX, AZ 85034-1704 / 602.286.8000

**Note:** The responsibility for keeping the information with this form is the applicant’s. All changes in the information provided below must be submitted to GateWay Community College immediately. Failure to maintain this information may result in forfeiture of place in program.

---

**LEGAL NAME:**

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<th>LAST</th>
<th>FIRST</th>
<th>MIDDLE</th>
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**ADDRESS:**

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<tr>
<th>STREET</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP</th>
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**PHONE NUMBER:**

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<tr>
<th>HOME</th>
<th>WORK</th>
<th>CELL</th>
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</table>

**EMAIL ADDRESS**

---

**DATE OF APPLICATION**

**STUDENT ID NUMBER**

---

**Are you a United States veteran?**

- Yes [ ]
- No [ ]

- Attached a copy of DD214

---

**HEALTH CARE CREDENTIAL** - Check and attach a copy for those in which you hold an active status credential.

---

**Type & Active Status Registry #**
Please list all colleges or technical schools attended with the most recent first.

<table>
<thead>
<tr>
<th>NAME OF INSTITUTION</th>
<th>ADDRESS, CITY AND STATE</th>
<th>DATE OF ENTRANCE</th>
<th>DATE OF LEAVING</th>
<th>DIPLOMA OR DEGREE RECEIVED</th>
<th>COLLEGE MAJOR</th>
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**CERTIFICATION:**

I certify that the above answers are true, correct, and complete. I understand that any falsification or intentional misrepresentation of information on this application may be cause for dismissal from the Diagnostic Medical Sonography program and from the college.

__________________________________________  __________________________
Signature                                      Date
**DIAGNOSTIC MEDICAL SONOGRAPHY - APPLICATION EVALUATION**

Year of Application: __________

Admission is limited, based on clinical site capacities. Selection for the program is based on the following criteria.

---

**Student Name (Please Print)**

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<table>
<thead>
<tr>
<th>PREREQUISITES</th>
<th>Grade</th>
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<tbody>
<tr>
<td><strong>BIO 160LL</strong> Introduction to Human Anatomy and Physiology - Lecture/Lab</td>
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<tr>
<td><strong>COM</strong> Any approved general education course in the Oral Communication area (COM 100, 110, 230 or 225)</td>
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<tr>
<td>+ <strong>ENG 101</strong> First-Year Composition (3) <strong>OR</strong></td>
<td></td>
</tr>
<tr>
<td>+ <strong>ENG 107</strong> First-Year Composition for ESL (3)</td>
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<tr>
<td>+ <strong>MAT 120</strong> Intermediate Algebra (5) <strong>OR</strong></td>
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</tr>
<tr>
<td>+ <strong>MAT 121</strong> Intermediate Algebra (4) <strong>OR</strong></td>
<td></td>
</tr>
<tr>
<td>+ <strong>MAT 122</strong> Intermediate Algebra (3) <strong>OR</strong> Equivalent OR higher-level mathematics course</td>
<td></td>
</tr>
<tr>
<td>+ <strong>DMI 105</strong> Fundamentals of Radiation Physics (3.0) <strong>OR</strong></td>
<td></td>
</tr>
<tr>
<td>+ <strong>PHY 101LL</strong> Introduction to Physics - Lecture/Lab (4.0) <strong>OR</strong></td>
<td></td>
</tr>
<tr>
<td>+ <strong>PHY 111LL</strong> General Physics I - Lecture/Lab (4.0)</td>
<td></td>
</tr>
<tr>
<td><strong>HCC 145</strong> Medical Terminology for Health Care Workers (3) <strong>OR</strong></td>
<td></td>
</tr>
<tr>
<td><strong>HCC 146</strong> Common Medical Terminology for Health Care Workers (2)</td>
<td></td>
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</tbody>
</table>

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**Overall GPA in all college courses**

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**Credentialed Health Care Professional**  **Check if applicable**

List your current Health care credential(s) ____________________________

**Previous Academic Degree(s) Earned**  **Associate or above**

---

**Previous Application** - I have previously applied to the Diagnostic Medical Sonography Program

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WAIVER OF LICENSURE / CERTIFICATION DISCLAIMER

Your admission to the GateWay Community College Diagnostic Medical Sonography Program is not a guarantee that you will receive an Associate of Applied Science Degree in Diagnostic Medical Sonography from the College or a Certificate of Completion in Diagnostic Medical Sonography. Completion of the Diagnostic Medical Sonography Program is not the sole criterion for obtaining a license to practice. Licensing requirements are the exclusive responsibility of the student and the requirements are dictated by the American Registry of Diagnostic Medical Sonographers ARDMS, telephone number 1.800.541.9754, and you must satisfy those requirements independently of graduation requirements for the College.

I have read and understand the Admission Application Disclaimer.

__________________________________________  __________________________
SIGNATURE                                      DATE

STUDENT ID NUMBER

This disclaimer will become a part of your permanent Diagnostic Medical Sonography record.

RELEASE OF INFORMATION

If accepted into the Diagnostic Medical Sonography Program, I allow the release of all information that is pertinent to me working in a clinical environment, **including but not limited to**: directory information, grades, performance records, drug test results, immunization records, email address and all email communications related to my training.

__________________________________________  __________________________
SIGNATURE                                      DATE
The following prerequisites must be completed prior to submitting your application. In order for a course to satisfy the prerequisite requirements, students must receive a minimum grade of “C” or 2.0. Applications without this Advisor Review form completed and signed by a GateWay Community College Healthcare Advisor will not be accepted.

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Title</th>
<th>Credits</th>
<th>College</th>
<th>Semester Completed or Enrolled</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIO160</td>
<td>Introduction to Human Anatomy and Physiology – Lec/Lab</td>
<td>4</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COM+++++</td>
<td>Any approved general education course in the Oral Communication area</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ENG101 + ENG107</td>
<td>First Year Composition OR First Year Composition for ESL</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HCC145</td>
<td>Medical Terminology for Health Care Workers (3) OR Common Medical Terminology for Health Care Workers (2) OR Graduate of an allied health education program that is patient care related</td>
<td>0 – 3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAT120 MAT121 MAT122</td>
<td>Intermediate Algebra (5 credits) OR Intermediate Algebra (4 credits) OR Intermediate Algebra (3) OR Equivalent course OR Satisfactory completion of a higher level mathematics course</td>
<td>0 - 5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DMI105 + PHY101 + PHY111</td>
<td>Fundamentals of Radiation Physics (3.0) OR Introduction to Physics – Lecture/Lab (4.0) OR General Physics I – Lecture/Lab (4.0)</td>
<td>3 – 4</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Level One Fingerprint Clearance Card (copy required) | Expiration Date

American Heart Association Healthcare Provider CPR Card | Expiration Date

MCCCD Policy Background Check Acknowledgement (copy attached)
Allied Health and Nursing Programs
Maricopa County Community College District
Summary of Criminal Background Check Requirements – effective September 1, 2011

Overview of the Requirements

In order for students to be admitted to or maintain enrollment in good standing in Maricopa County Community College District’s (“MCCCD”) Allied Health and Nursing programs (“Programs”) beginning on September 1, 2011, students must provide with their application to a Program all of the following:

- A copy of an Arizona Department of Public Safety Level-One Fingerprint Clearance Card (“Card”). Students are required to pay the cost of applying for the Card. Cards that are NOT Level-One status will not be accepted.
- An original version of the “Criminal Background Check Disclosure Acknowledgement” form attached to this Summary signed by the student.

At all times during enrollment in a Program, students must obtain and maintain BOTH a valid Level-One Fingerprint Clearance Card and passing disposition on supplemental background check performed by MCCCD authorized vendor. Admission requirements related to background checks are subject to change as mandated by clinical experience partners

Implementation of the Requirements

1. Students that are denied issuance of a Card may be eligible for a good cause exception through the Arizona Department of Public Safety. It is the student’s responsibility to seek that exception directly with the department. Until the student obtains a Card and meets the other requirements for admission, he or she will not be admitted to a Program.

2. Students admitted to a Program whose Card is revoked or suspended must notify the Program Director immediately and the student will be removed from the Program in which they have been admitted or are enrolled. Any refund of funds would be made per MCCCD policy.

3. The Criminal Background Check Disclosure Acknowledgement directs students to disclose on the data collection form of the MCCCD authorized background check vendor all of the requested information as well as any information that the background check may discover. Honesty is important as it demonstrates character. Lack of honesty will be the basis for denial of admission or removal from a Program if the information that should have been disclosed but was not would have resulted in denial of admission. Failure to disclose other types of information constitutes a violation of the Student Code of Conduct and may be subject to sanctions under that Code. Students have a duty to update the information requested on the [background check vendor] data collection form promptly during enrollment in a Program. The [background check vendor] data collection form may ask for the following information but the form may change from time to time:
   - Legal Name
   - Maiden Name
   - Other names used
   - Social Security Number
   - Date of Birth
   - Arrests, charges or convictions of any criminal offenses, even if dismissed or expunged, including dates and details.
   - Pending criminal charges that have been filed against you including dates and details. Participation in a first offender, deferred adjudication or pretrial diversion or other probation program or arrangement where judgment or conviction has been withheld.

The authorized MCCCD background check vendor will be asked to pass or fail each student based on the standards of MCCCD’s clinical experience partners that have established the most stringent requirements. The sole recourse of any student who fails the background check and believes that failure may have been in error is with the background check vendor and not MCCCD.
ACKNOWLEDGEMENT OF CRIMINAL BACKGROUND CHECK REQUIREMENTS APPLICABLE TO STUDENTS SEEKING ADMISSION INTO ALLIED HEALTH OR NURSING PROGRAMS ON OR AFTER SEPTEMBER 1, 2011

In applying for admission to a Nursing or Allied Health program (“Program”) at the Maricopa County Community College District, you are required to disclose on the Arizona Department of Public Safety (DPS) form all required information and on the MCCCD authorized background check vendor data collection form any arrests, convictions, or charges (even if the arrest, conviction or charge has been dismissed or expunged), or participation in first offender, deferred adjudication, pretrial diversion or other probation program on this form. Additionally, you must disclose anything that is likely to be discovered in the MCCCD supplemental background check that will be conducted on you.

Please complete the DPS form, the MCCCD authorized background check vendor form and any clinical agency background check form honestly and completely. This means that your answers must be truthful, accurate, and complete. If you know of certain information yet are unsure of whether to disclose it, you must disclose the information, including any arrest or criminal charge. Additionally, By signing this acknowledgement, you acknowledge the following:

- I understand that I must submit to and pay any costs required to obtain a Level-One Fingerprint Clearance Card and an MCCCD supplemental criminal background check.
- I understand that failure to obtain a Level-One Fingerprint Clearance Card will result in a denial of admission to a Program or removal from it if I have been conditionally admitted.
- I understand that I must submit to and pay any costs required to obtain an MCCCD supplemental background check prior to the start of the class.
- I understand that failure to obtain a “pass” as a result of the MCCCD supplemental criminal background check will result in a denial of admission to a Program or removal from it if I have been conditionally admitted.
- I understand that, if my Level-One Fingerprint Clearance Card is revoked or suspended at any time during the admission process or my enrollment in a Program, I am responsible to notify the Program Director immediately and that I will be removed from the Program.
- I understand that a clinical agency may require an additional criminal background check to screen for barrier offenses other than those required by MCCCD, as well as a drug screening. I understand that I am required to pay for any and all criminal background checks and drug screens required by a clinical agency to which I am assigned.
- I understand that the both the MCCCD supplemental or the clinical agency background check may include but are not limited to the following:
  - Nationwide Federal Healthcare Fraud and Abuse Databases
  - Social Security Verification
  - Residency History
  - Arizona Statewide Criminal Records
  - Nationwide Criminal Database
  - Nationwide Sexual Offender Registry
  - Homeland Security Search
- By virtue of the MCCCD supplemental background check, I understand that I will be disqualified for admission or continued enrollment in a Program based on my criminal offenses, the inability to verify my Social Security number, or my being listed in an exclusionary database of a Federal Agency. The criminal offenses for disqualification may include but are not limited to any or all of the following:
  - Social Security Search-Social Security number does not belong to applicant
  - Any inclusion on any registered sex offender database

(Student: Sign and Attach to Application)
o Any inclusion on any of the Federal exclusion lists or Homeland Security watch list
o Any conviction of Felony no matter what the age of the conviction
o Any warrant any state
o Any misdemeanor conviction for the following-No matter age of crime
  - violent crimes
  - sex crime of any kind including non-consensual sexual crimes and sexual assault
  - murder, attempted murder
  - abduction
  - assault
  - robbery
  - arson
  - extortion
  - burglary
  - pandering
  - any crime against minors, children, vulnerable adults including abuse, neglect, exploitation
  - any abuse or neglect
  - any fraud
  - illegal drugs
  - aggravated DUI

o Any misdemeanor controlled substance conviction last 7 years
o Any other misdemeanor convictions within last 3 years
o Exceptions: Any misdemeanor traffic (DUI is not considered Traffic)

• I understand that I must disclose on all background check data collection forms (DPS, MCCCD background check vendor and a clinical agency background check vendor) all required information including any arrests, convictions, or charges (even if the arrest, conviction or charge has been dismissed or expunged), or participation in first offender, deferred adjudication, pretrial diversion or other probation program. That includes any misdemeanors or felonies in Arizona, any other State, or other jurisdiction. I also understand that I must disclose any other relevant information on the forms. I further understand that non-disclosure of relevant information on the forms that would have resulted in failing the background check will result in denial of admission to or removal from a Program. Finally, I understand that my failure to disclose other types of information of the forms will result in a violation of the Student Code of Conduct and may be subject to sanctions under that Code.

• I understand the Programs reserve the authority to determine my eligibility to be admitted to the Program or to continue in the Program and admission requirements or background check requirements can change without notice.

• I understand that I have a duty to immediately report to the Program Director any arrests, convictions, placement on exclusion databases, suspension, removal of my DPS Fingerprint Clearance Card or removal or discipline imposed on any professional license or certificate at any time during my enrollment in a Program.

___________________________________________________________________________
Signature                                                                 Date

___________________________________________________________________________
Printed Name                                                                 Student ID Number

Desired Health Care Program