

Diagnostic Medical Sonography – Application Checklist

Application deadline:

Autumn start: May 1

This checklist is provided as a self-help guide to assist you in meeting all application requirements. All requirements must be completed by the application deadline date applying for.

- ☐ Complete the COTC admission application: www.cotc.edu/apply (this is not the program application).
- ☐ Submit official high school transcript with graduation date or official GED transcript.
 - High school seniors must send a current transcript during their senior year and a final transcript after graduation. Official final transcripts must be received by June 15.
- ☐ Submit official transcripts from **all** career centers, colleges and universities attended past and current with GPA. **ALL** foreign transcripts (high school and colleges) must be evaluated by a current NACES Member - <https://www.naces.org/>.
 - Official final transcripts for in-progress courses taken spring semester must be received by May 20.
- ☐ Attend a mandatory [DMS Information Meeting or complete the online DMS Information Course](#). (Valid for 12 months.)
- ☐ Complete any required remedial coursework with a grade of "C" or higher based upon the multiple measures placement policy. Courses may include co-requisite English and co-requisite College Algebra (courses can be in progress spring semester of the deadline).
- ☐ Provide proof of completion with grade of "C" or higher of the following courses:
 - A full unit of high school Biology or Intro to Biology (BIO-010) and high school Chemistry or Intro to Chemistry Principles (CHEM-020), or higher college equivalents, or approved COTC transfer credit for Anatomy & Physiology I (BIO-130).
- ☐ Provide proof of completion with grade of "C" or higher of the following COTC college level courses (can be in progress spring semester of the deadline):
 - College Algebra (MATH-140) or transfer credit equivalent
 - Elementary Physics (PHYS-105) or transfer credit equivalent
- ☐ Complete [Health Selection Exam](#) - HESI A2 Exams can be completed at any COTC campus.
 - Exams completed at other institutions will only be accepted if they meet the following criteria:
 1. It must be administered in-person. No remote exams will be accepted. HESI scores are valid for 12 months.
 2. The test must have exactly the same subjects our HESI A2 covers - no more, no less. That is:
 - Reading Comprehension
 - Vocabulary & General Knowledge

3. The score transcript must be ordered from HESI and sent directly to cotcrecords@mail.cotc.edu to be verified. Additional fees will apply.

- All application documents are anonymized to ensure fairness.

- ☐ Attend mandatory orientation where additional requirements will be reviewed.
- ☐ Complete FBI and BCI background checks (mandatory upon notification of admission into the program). Final admission is subject to the results of the background check, with approval at the program's discretion.
- ☐ CPR - American Heart Association BLS for Healthcare Providers (EMS-100) will be required.

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