



Diagnostic Medical Sonography – Application Checklist

Round One Application deadline: August 15

This checklist is provided as a self-help guide to assist you in meeting all application requirements.

- Complete [online application](#) for general admissions (separate program application).
- Attend a mandatory [Diagnostic Medical Sonography Information Meeting](#) (valid 12 months).
- Complete the [Diagnostic Medical Sonography online information course](#) (valid 12 months).
- Submit official high school transcript with graduation date or official GED transcript. High school seniors must send a current transcript during and a final transcript after graduation.
- *Note: High school students accepted into the DMS program must be 18 years old by the start of the first DMS course (DMS-110).
- 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 NACES Member - <https://www.naces.org/>.
- 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.
- Provide proof of completion **with grade of “C” or higher** of the following courses:
 - Anatomy & Physiology I (BIO-130) or college equivalent
 - College Algebra (MATH-140) or college equivalent
 - General Physics (PHYS-105) or college equivalent
 - Composition I (ENGL-112) or college equivalent
- Complete [ATI-TEAS selection exam](#) and submit official score report. Must be completed within 12 months of application deadline. Only the most recent scores will be considered.
 - COTC will automatically receive the official score report for the ATI-TEAS exams proctored by our testing center.
 - If the ATI-TEAS exam is proctored by another testing center, the student is responsible to request ATI to send official exam scores to COTC.
- Submit Diagnostic Medical Sonography Application (provided by academic advisor).

Round Two Application Requirements

Additional items required after initial acceptance (do not complete prior to your acceptance notification after round one); deadline date will be shared at initial orientation.

- Attend mandatory orientation where additional requirements will be reviewed.
- Complete required observation hours.
- Complete FBI & BCI background check.
- Complete Drug Screening

