



# APPLICATION FOR ADMISSION TO THE GENERAL SONOGRAPHY PROGRAM

## SPRING 2022

JACKSON COLLEGE  
ASSOCIATE in APPLIED SCIENCE GENERAL SONOGRAPHY

One \$50.00 Application Fee per 12-month period to apply to any AH program

NAME \_\_\_\_\_ JC STUDENT ID NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_ DOB: \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

HOME PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

**The following check-list must be completed prior to applying to the program:**

- Jackson College Application
- DMS Fact Sheet Signed and Completed
- Application Fee paid **MUST attach a copy**
- All point earning documentation must be submitted by January 31<sup>st</sup>.
- Please provide any geographical limitations you may have to attend an assigned clinical site below by providing a reply to these preferences:
  - Commuting to a clinical site**-what is the distance you are willing to drive **in a measurement of time** (to and from) an assigned clinical site?
  - Relocating to a clinical site**-are you willing to relocate to an assigned clinical site (for the duration of the program)? *All cost of relocating would be incurred by the student.*

- For each course listed below, please fill in an appropriate response:  
Indicate your grade if you have completed the course, OR Indicate if you are currently enrolled.  
**\*You must meet the required credits for each prerequisite course transferred to JC**

**THIS PROGRAM IS COMPETITIVE. Minimum Grades DO NOT Guarantee Admission.**

Must have a minimum grade of **2.0** in the following classes:

<b>ENG 131</b> _____ *3 transfer credits	<b>MAT 131</b> _____ *3-4 transfer credits	<b>PSY 140</b> _____ *3 transfer credits	<b>PHY 145</b> _____ or <b>PHY 131</b> _____ *Choose one PHY. 2 transfer credits
<b>GEO 6</b> _____ *3 transfer credits	<b>DMS 100</b> _____ *3 transfer credits	<b>DMS 104</b> _____ *3 transfer credits	<b>COM 231</b> _____ or <b>COM 240</b> _____ *Choose one COM. 3 transfer credits

Must have a minimum grade of **3.0** in the following classes:

<b>MOA 120</b> _____ *2-3 transfer credits	<b>HOC 130</b> _____ *3 transfer credits	<b>BIO 132</b> _____ or <b>BIO 253</b> _____ & <b>BIO 254</b> _____ *Choose one BIO. 4 - 5 transfer credits
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### Geographical Limitations:

**Commuting to a clinical site** – What is the distance you are willing to drive **in a measurement of time** one way to a clinical location? \_\_\_\_\_

**Relocating to a clinical site** - Are you willing to relocate to be closer to one of our clinical locations in order to complete your clinical hours? \_\_\_\_\_

**Distance Students Geographical Limitations:**

Do you reside outside a 200 mile radius of campus (circle/highlight one)? YES NO

**If Yes:**

Are you willing to relocate to Michigan or Indiana to be placed in one of our clinical sites? YES NO

**If No:**

If you live outside a 200-mile radius of campus and are not willing/able to relocate to Michigan (or Indiana) for a clinical site, it is your responsibility to find a clinical site that is near your location.

Have you made contact with a facility near your location? YES NO

If Yes: Name of Facility: \_\_\_\_\_

\*\*Please visit the "FAQ" & "Securing a Clinical Site" webpages for further instructions.

My signature verifies that I have met all requirements for application to the General Sonography program; read and understand the Technical Standards for Admission and the Technical Standards and Functions documents; General Sonography Admission Process (pages 2, 3, 4, & 5); my admissions file is complete. **Students MUST consult with a Student Success Navigator. The Navigator's signature indicates that the point system have been reviewed with the applicant. The Student's signature verifies that all the admission requirements have been met.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Navigator Signature

**Application form must be submitted directly to: YOUR STUDENT SUCCESS NAVIGATOR**  
Applications will only be accepted from Student Success Navigators.

**APPLICATION and TRANSCRIPT RECEIPT DEADLINE:**  
**JANUARY 31<sup>st</sup>** (GENERAL SONOGRAPHY) FOR A SPRING SEMESTER PROGRAM START (MAY)

# GENERAL SONOGRAPHY

## ASSOCIATE IN APPLIED SCIENCE PROGRAM ADMISSION PROCESS

Jackson College and the Allied Health Department are pleased that you are interested in the Associate in Applied Science General Sonography Program. The selection process was established to enhance student success in the Sonography curriculum and passing scores on the National Exam, American Registry of Diagnostic Medical Sonographers (ARDMS).

### APPLICATION PROCEDURE - ALL Applicants must:

- 1) Submit a Jackson College application.
- 2) Submit a completed Diagnostic Medical Sonography Advising Fact Sheet Form.  
[http://www.jccmi.edu/HealthCareers/alliedhealth/sonography/dms\\_advisingfactsheet.htm](http://www.jccmi.edu/HealthCareers/alliedhealth/sonography/dms_advisingfactsheet.htm)
- 3) Submit a completed Jackson College General Sonography Program Application Form and indicate the desired program year. ***This application must be submitted to your student success navigator. The application fee must be paid to JC's Cashier's Office and attached to application.***
- 4) Be a high school graduate or successfully complete the G.E.D. test.
- 5) Forward to the Jackson College Admissions Office **ALL** transcripts from colleges previously attended. ***It is your responsibility to confirm that your transcripts are on file.*** (Allow 8–10 weeks for transcripts to be processed. All transcripts **MUST** be received by the application deadline. Failure to have all transcripts submitted timely to Jackson College may result in an incomplete General Sonography application).
- 6) Meet Technical Standards for Admission of the Allied Health Department and Technical Standards and Functions required for the General Sonography Program.

### APPLICATION REQUIREMENTS for the GENERAL SONOGRAPHY PROGRAM

The General Sonography Program is an integrated didactic and clinical training program designed to prepare the student for employment in the field of General Sonography. After successful completion of the nationally recognized ARDMS registry exam, the graduate will be eligible to write the initials RDMS behind his/her name.

#### **Admission Requirements and Process for the General Sonography Program**

- 1) Students must have completed the prerequisite course work with a final grade of 2.0 or 3.0 or better in each course.

#### ***The following General Education and Pre-Requisite courses are required:***

- |  |   |   |
|--|---|---|
| 1.   | ENG 131   | Writing Experience (3 credits)  |
| 2.   | MAT 131   | Intermediate Algebra (3 – 4 credits)  |
| 3.   | PSY 140   | Intro to Psychology (3 - 4 credits)   |
| 4.   | GEO 6   | (3 credits) please review course choices in catalog                               |
| 5.   | PHY 145 <b>or</b><br>PHY 131                      | Introduction to Basic Physics (3 credits)<br>Conceptual Physics (3 credits)       |
| 6.   | COM 231 <b>or</b><br>COM 240                      | Communication Fundamentals (3 credits)<br>Interpersonal Communication (3 credits) |
| 7.   | DMS 100   | Introduction to Diagnostic Medical Imaging (3 credits)                            |
| 8.   | DMS 104   | Introduction to Sonographic Instrumentation (3 credits)                           |
| <b>*The following Requires a final grade of 3.0 or higher for admission consideration.</b> |   |   |
| 9.   | *BIO 132 <b>or</b><br>*BIO 253 <b>and</b> BIO 254 | Human Biology (4 credits)<br>Human Anatomy and Physiology (4 - 5 credits)         |
| 10.  | *HOC 130  | Introduction to Health Occupations (3 credits)                                    |
| 11.  | *MOA 120  | Medical Terminology (2 - 3 credits)   |

**2)** All applicants' academic records are evaluated by using a numerical point system. Entry into the General Sonography program is competitive and is based on total points from the grades earned in prerequisite coursework and an interview process. **If a prerequisite course that is a "point counter" (see page 5) is not completed when the application is submitted, no points will be awarded for that course. Consideration for the sonography program will still apply.**

**3)** All **considered** applicants will have an interview with the JC Admissions Committee.

**A.** The Admissions Committee will be comprised of a minimum of three (3) of the following individuals:

Program Coordinator  
Clinical Instructor  
Clinical Coordinator  
Medical Advisor  
Allied Health Director  
A Representative of JC Student Affairs Office  
Any non-student member of the Sonography Advisory Committee

**B.** All considered applicants will be asked to respond to similar set of questions during the consultation process. All considered applicants who live within a 200-mile radius of the College may be required to come to the Jackson campus for this consultation process.

**C.** All applicants will be scored by each member of the Admissions Committee and an average score is entered into overall point tally for admission considerations.

**D.** Following the interview, all **accepted** applicants will receive the location of their assigned clinical site and upon their acceptance of this clinical location and passing the background check and drug screen they will receive **acceptance** to the program.

**4)** A clinical site must be arranged and approved for each applicant before final acceptance into the program. The clinical site is a third party entity into which students are placed for practical experience. JC cannot guarantee that a clinical site will always be available. Arrangement for such a site depends upon the college's ability to enter into a formal agreement with a proposed site. Students should not rely upon the availability of a clinical site in particular geographical location.

While JC uses its best efforts to negotiate clinical sites, even after they become available they can become unavailable for reasons beyond the control of JC and in that event JC has no liability. No one at JC has authority to modify the conditions and information outlined in this application other than in writing signed by the Director of Allied Health.

**5)** All **accepted** applicants will be required to submit a completed statement of health/physical condition. The completed physical statement needs to include: medical history, physical exam results, and immunizations. This statement must be uploaded to CastleBranch prior to any General Sonography student beginning their clinical education.

**6)** All **accepted** General Sonography students must submit proof of Hepatitis B vaccination or a signed waiver. Some clinical sites may require qualified applications to submit to a background check and a drug screen.

**7)** Jackson College does not pay for health physicals and/or any required vaccinations.

**8)** Admissions process is nondiscriminatory in regards to race, color, religion, national creed, national origin or ancestry, age, gender, sexual preference, marital status, or handicap.

**9)** All of the General Sonography program courses are offered online through Jackson College Distance Learning. Even though the General Sonography program is an online program, all accepted applicants who live within a 200-mile radius of the College will be required to come to the Jackson campus for the following:

Interview for the program  
Sonography Lab courses

Orientation into the Sonography program  
Course exams

**10)** All students admitted to the program will be required to attend a lab orientation (DMS 197) prior to beginning their clinical education of the sonography program. DMS 197 is a 10 week hands on lab course that prepares the student for clinical experience on central campus. Any student unable to attend the scanning lab course on JC's central campus due to geographical travel restrictions may be eligible to complete the course through online delivery method in their geographical location. The following circumstances will be considered to determine eligibility of hybrid delivery method:

1. Clinical site location
2. Program Director approval
3. Clinical site (affiliate) approval.

The following conditions must be met once eligibility status has been approved:

A clinical site willing to sponsor the student must meet the minimum requirements of a clinical affiliate listed below:

- i. A current affiliation agreement
- ii. Completed, submitted and approved CC and CV forms.
- iii. Appropriate credentialed sonographers willing to facilitate the course requirements.
- iv. The sponsoring clinical site must be willing to work with student to complete the lab course competencies for the (DMS197) course.
- iv. A cleared background check, drug screen and health physical form including immunization forms must be updated in the Allied Health Office one month prior to the start of the course.

**11)** Only those individuals with the highest total combined scores of the academic evaluation and the consultation session will be accepted.

## **ACCEPTANCE PROCESS**

- 1) The order of acceptance of qualified applicants will be based on points achieved. All prerequisites must be completed before an applicant can be considered for the General Sonography program.
- 2) If more than one qualified applicant achieves the same score in the Point System for the last remaining spot, the applicant with the highest overall Jackson College grade point average will be admitted.
- 3) If you are not admitted and wish to be reconsidered for the next program year you must complete a new Program Application Form and the \$50.00 application fee. *Your application and application fee will **NOT** automatically be rolled over.*
- 4) Upon acceptance to the General Sonography Program, an applicant must complete the Health Certification Form and obtain Professional Level CPR certification. This training includes infant, child, adult, 1 man – 2-man CPR and choking. **This MUST be maintained and current while in the program.**
- 5) Notification of applicants' status into the General Sonography program will be made in April for the upcoming spring semester (May). If an **accepted** student declines his/her admission and desires to be considered at a later date he/she must reapply.
- 6) Upon acceptance to the General Sonography Program, you will need to have access to a computer with the following minimum requirements:

<b>Operating System*</b>	Windows 7, 8, 8.1, 10; Mac OS X 10.11; macOS 10.12, 10.13, 10.14, 10.15
<b>Processor</b>	Intel Core 2 Duo or AMD Athlon X2 at 1.5 GHz or faster
<b>Disk Storage</b>	Up to 30 GB available disk space depending on modules purchased
<b>Memory</b>	2 GB RAM
<b>Video Card</b>	NVIDIA GeForce 9000 or greater, ATI/AMD Radeon 5000 or newer, most Intel HD Graphics or newer**
<b>Minimum screen resolution</b>	1024x768
<b>Input Ports</b>	One USB port, directly accessible or via USB-C adapter
<b>Browser Requirement</b>	Up to date Google Chrome or Mozilla Firefox
<b>Internet Connection</b>	Broadband internet connection is required
<b>Webcam</b>	Required

You must be able to upload and download documents and attach documents to an email and CastleBranch. You must be familiar with operation of the above software.

## GENERAL SONOGRAPHY POINT SYSTEM

The selection process will be based on the following point system. The number of students selected into the General Sonography program is determined by how many clinical sites are available to host the JC student(s).

<u>Criteria</u>	<u>Possible Points</u>
<b>Academic</b>	
Previous degree earned <i>(submit documentation of this degree with your application)</i>	Yes = 1    No = 0
Allied Health degree <i>(submit documentation of this degree with your application)</i>	Yes = 1    No = 0
Health Care Certification <i>(submit documentation of this certification with your application)</i>	Yes = 2    No = 0
SEM 140 Seminar in Life Pathways	Yes = 1    No = 0
MAT 131 Intermediate Algebra	2.5 = 0.5 3.0 = 1 3.5 = 2 4.0 = 3
DMS 100 Intro to Diagnostic Medical Imaging	3.5 = 1 4.0 = 2
BIO 132 or BIO 253 and BIO 254 Human Biology or Human Anatomy & Physiology	3.0 = 1 3.5 = 3 4.0 = 4
MOA 120 Medical Terminology	3.5 = 2 4.0 = 3
DMS 104 Intro to Sonographic Instrumentation	2.5 = 0.5 3.0 = 2 3.5 = 4 4.0 = 6
HOC 130 Intro to Health Occupations	3.5 = 1 4.0 = 2
Additional course recommended, not required	2.0 = 1 2.5 = 2 3.0 = 4 3.5 = 6 4.0 = 8
DMS 108 Essentials of Sonography	3.5 = 6 4.0 = 8
Hands-on Patient Care experience <i>This experience must be related to direct care of a patient. This may include transporting patients on stretchers or wheelchairs, taking blood pressures, phlebotomy, assisting physicians in procedures in a professional setting. (Please provide a Professional Reference that verifies this experience along with your application.)</i>	1 – 5 years = 1 Over 5 years = 2
College GPA If less than 12 credits have been completed at JC, a copy of all transfer credit must be provided to the Allied Health Office along with your application. The average GPA will be calculated from those transcripts.	2.5 = 0.5 3.0 = 1 3.5 = 2 4.0 = 3
Withdrawals, Repeats or Low Grades in Prerequisite Courses: 0 courses - W, R or Low Grades 1 to 2 courses - W, R, or Low Grades 3 or More Courses - W, R, or Low Grades < 2.0	4 2 0
<b>Interview</b>	
Communication	3
Poise & Self Confidence	1
Critical Thinking	2
Professionalism	2
<b>TOTAL Possible Points</b>	<b>50</b>

**TECHNICAL STANDARDS FOR ADMISSION  
ALLIED HEALTH DEPARTMENT  
JACKSON COLLEGE**

The Allied Health Department faculty has specified the following non-academic criteria which applicants generally are expected to meet in order to participate in the Department of Allied Health Sciences programs and professional practice. These technical standards are necessary and essential and have been developed to provide for the health and safety of the patients receiving care from the Allied Health Department program students.

**OBSERVATION** – The applicant must be able to participate in all demonstrations, laboratory exercises and clinical practicum in the clinical component and to assess and comprehend the condition of all patients assigned for examination, diagnosis and treatment.

**COMMUNICATION** – The applicant must be able to communicate with patients to effectively elicit patient compliance, understand and assess non-verbal communications; and be able to effectively transmit information to patients, physicians, paraprofessionals, faculty and staff in a timely way.

**PSYCHOMOTOR** – The applicant must have motor functions sufficient to elicit information from patients by appropriate diagnostic or therapeutic maneuvers; be able to perform basic tasks; possess all necessary skills to carry out diagnostic or therapeutic procedures; be able to interpret movements reasonably required to provide general care and emergent treatment/actions as necessary for patient safety and comfort.

**INTELLECTUAL / CONCEPTUAL INTEGRATIVE AND QUANTITATIVE ABILITIES** – The applicant must be able to measure, calculate, reason, analyze, evaluate, and synthesize information and observations. Problem solving, the critical skill demanded of Allied Health Practitioners, requires all of these cognitive abilities. In addition, the applicant must be able to comprehend three-dimensional structures and understand the spatial relationships of these structures.

**BEHAVIOR AND SOCIAL ATTRIBUTES** – The applicant must possess the emotional health required for full utilization of intellectual abilities; execute appropriate medical judgment; the prompt completion of assigned or non-assigned responsibilities for care of and service to the patient; and the development of supportive and effective relationships with patients. Applicants must be able to tolerate physical and mental workloads, function effectively under stress, adapt to changing environments and conditions, display flexibility and function in the face of uncertainties inherent in the clinical setting and with patients. Compassion, integrity, concern for others, interest and motivation are personal qualities with each applicant should possess.

**TECHNICAL STANDARDS AND FUNCTIONS THAT ARE  
REQUIRED TO SUCCESSFULLY COMPLETE AN ASSOCIATE  
IN APPLIED SCIENCE DEGREE IN GENERAL SONOGRAPHY**

**STANDARDS**

**FUNCTIONS**

Vision sufficient to differentiate shades of gray and color and to observe diagnostic real-time images. Vision sufficient to delineate ill-defined structures, borders, anatomical structures and pathological entities in three-dimensional projections.	Scanning with real-time Sonography system for the purpose of delineating normal anatomical structures from abnormal pathological entities.
Vision sufficient to be able to read and accurately complete reports and charts.	Reading and completing of charts, reports and interpretation of requisitions.
Speech sufficient to be understood by others; ability to understand the communication of others.	Communicating with patients, and other health care professionals.
Hearing sufficient to differentiate Doppler signals.	Conduct Doppler studies of anatomical arterial and venous structures for the purpose of diagnosing abnormal blood flows and pathological states.
Vision and physical coordination sufficient to perform scanning tasks accurately, efficiently and safely.	Manipulating of transducer while observing real-time image and conducting diagnostic study.
Sufficient fine motor functions and coordination to perform tasks involving manipulation of scan probes, instrument panels, patient position and safety.	Obtaining diagnostic real-time images for diagnostic interpretation.
Sufficient muscle strength, lower back and knee stability to handle patients in a safe manner.	Lifting and transferring of patients, physically assisting patients, moving and manipulation of ultra-Sonography systems.
Sufficient psychological stability and knowledge of techniques/resources to be able to respond appropriately and efficiently in emergent situations in order to minimize dangerous consequences either patient related or environment related.	Recognizing and responding appropriately in emergency situations.
Ability to sit or stand for extended periods of time, up to 7-8 hours per day.	Scanning requires sitting or standing for extended periods of time.
Ability to learn technical, medical, and pathophysiological information.	Completion of clinical and didactic components of program requires ability to learn.

You need to be able to perform each of these tasks with or without accommodation. If an accommodation is necessary because of a disability it is your responsibility to provide documentation and to request accommodation. The college will endeavor to satisfy requests for reasonable accommodations however it is not guaranteed.

**APPLICATION and TRANSCRIPT RECEIPT DEADLINE:**

January 31<sup>st</sup> (General Sonography) for a Spring Semester program start (May)

Revised 04.07.21