



Diagnostic Medical Sonography Program 2019 Application Process

This process is explained via the enrollment support specialists, program support specialist, and health imaging information sessions throughout the year.

1. Apply to Gwinnett Tech
Transcripts evaluated, pre-requisite requirements determined as listed for DMS curriculum
2. Complete Pre-requisite courses if not already completed and other additional required courses as desired
3. Complete **volunteer hours** in the sonography lab if desired- scheduling information is online or on program fact sheets, also available in the college. Applicants gaining entry into the DMS program will receive bonus points during their first semester for volunteering. Any student truly interested in this profession should volunteer in the lab as it is a valuable, informative experience.
4. May 20 is deadline every year for Health Imaging Programs
 - A. Complete program application found online at gwinnettech.edu. The following should be included with the application as stated on the form:
 - 1) Transcripts printed from Banner
 - 2) TEAS scores- student selects which score to submit if taken more than once.
4. Packets are **physically** turned into the admissions office, specifically to the Health Enrollment Team.
5. Once all application packets are received, GPA is confirmed by Admissions office.
6. May 22-24: Packets are picked up by DMS Program Director who determines rank by assessing the GPA and TEAS scores included in each individual applicant's packet.
7. May 27-31: Scoring is placed on spreadsheet:
 - A. GPA- points awarded via scale TBD.
 - B. TEAS score- points given according scale TBD.
8. Applicant spreadsheet is assessed and sorted via Excel. Rank is displayed largest total score to the smallest.
9. June 3: Program Director notifies the top ranking applicants via Gwinnett Technical College student email that they have made the first round of applicants to the DMS program. There will be more applicants than slots notified because some students have applied to more than one program. Number of accepted applicants can vary yearly but ranges from 12-16. Sixteen students per cohort is the maximum.
10. Accepted applicants **MUST** attend mandatory DMS program information meeting as announced in the email. If this meeting is not attended, the applicant's name is removed from the list.
11. **June 14** students will be informed of their ranking so they may make a decision on which program they wish to enter. Alternates will be informed of their status.
11. **June 17 at 5:00 pm** is the deadline for applicants to inform DMS Program Director via email if they accept their invitation into the DMS program. (This is the deadline for all Health Imaging Programs.)

12. **June 19:** If any selected students decline entry into the program, the program director uses the alternate list. These applicants have until **June 21 at 12 pm** to inform the program director of their decision. This process can continue for a few days as alternates may have accepted slots into other programs.

This form is updated in March of every year so the dates will change.

Updated March 2019