

Fall 2023

APPLICATION DEADLINE IS JUNE 1, 2023

Diagnostic Medical Sonography

ASSOCIATE OF APPLIED SCIENCE DEGREE

Admission Requirements and Program Information



Health and Life Sciences Division
Keats Science Building
434.961.5445

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Accredited by:

Commission on Accreditation of Allied Health Education Programs | 25400 US Highway 19 N., Ste 158 / Clearwater, FL 33763 | 727.210.2350
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Introduction

The PVCC Diagnostic Medical Sonography Program is a two-year (five semesters) course of study leading to an Associate of Applied Science degree in Diagnostic Medical Sonography. The two-year program is designed to provide a quality entry-level education through a competency-based clinical and didactic instructional curriculum in diagnostic sonography.

Diagnostic Medical Sonography is a multi-specialty profession comprised of abdominal sonography, obstetrics/gynecology sonography, breast sonography, cardiac sonography, musculoskeletal sonography, vascular sonography, and other emerging clinical areas. These diverse areas all use ultrasound as a primary technology in their daily work.

The Diagnostic Medical Sonographer is an individual who provides patient care services using ultrasound and related diagnostic procedures. Sonographers must be educationally prepared and clinically competent as a prerequisite to professional practice. Demonstration and maintenance of competency through certification by a nationally recognized sonography credentialing organization is the standard of practice in sonography, and maintenance of certification in all areas of practice is endorsed.

Diagnostic Medical Sonographers use independent, professional, and ethical judgement, and critical thinking to safely perform diagnostic sonographic procedures and functions as a central member of the healthcare team and assists the radiologist in gathering diagnostic data for interpretation.

Non-Discrimination Statement

Piedmont Virginia Community College is an equal opportunity institution providing educational and employment opportunities, programs, services, and activities. PVCC does not discriminate on the basis of age, color, disability, family medical history or genetic information, military service, national origin, parental status, political affiliation, race, religion, sex (including pregnancy and gender identity), sexual orientation, or any other non-merit base factor. The college also prohibits sexual harassment including sexual violence or misconduct. The following person has been designated to handle inquiries regarding any of these policies: Human Resources Manager, 501 College Dr., Main Building, Room M810, Charlottesville, VA 22902; 434.961.6567.

Content Disclaimer

Piedmont Virginia Community College (PVCC) provides its website, catalog, handbooks, printed and digital class schedules as well as any other printed materials or electronic media for your general guidance. PVCC does not guarantee that the information contained within them is up-to-date, complete, or accurate. This includes, but is not limited to, the contents of any page that resides under the Domain Naming System (DNS) registrations of www.pvcc.edu, www.facebook.com/PiedmontVaCC, www.twitter.com/PiedmontVaCC or www.youtube.com/PVCCVIRGINIA. Individuals assume any risks associated with relying upon other information without consulting this program's Admission Information Book published for the year in which the student is applying for admission. Links to other materials and websites provided in these sources are also for information purposes only and do not constitute PVCC's endorsement of products or services referenced in such materials.

PVCC reserves the right to make changes to any provision or requirement within these sources, as well as changes to any curriculum or program, whether during a student's enrollment or otherwise.

Personnel and Contacts

Head of Program

Sameh Muhammad

Associate Professor and Program Director
SMuhammad@pvcc.edu
434.961.6582

Faculty

Lisa Burrington

Assistant Professor and Clinical Coordinator
LBurrington@pvcc.edu
434.961.6586

Sura Jaleel

Adjunct Assistant Professor
SJaleel@pvcc.edu

Peggy Bizjak

Adjunct Clinical Instructor
PBizjak@pvcc.edu

Administrative Staff

Shay Copeland

Clinical Compliance Coordinator
SCopeland@pvcc.edu
434.961.5431

Rebecca Spangler

Academic & Operations Coordinator
RSpangler@pvcc.edu
434.961.5276

Application Dates

The application for this program and all other PVCC Health and Life Sciences Program can be found on the Health and Life Sciences Application Portal (pvcc.edu/hlsapplication). All applicants must create an account in the portal before beginning an application. Applications which are incomplete by the application due date will not be considered. All applicants will be notified by email of the outcome of their application within seven (7) business days of the decision date at the latest.

Application Open Date

The application portal for this cohort will open on **February 1, 2023 at 9:00 AM**

Application Due Date

All applications for this cohort must be completed by **June 1, 2023 at 5:00 PM.**

Decision Date

Admissions decisions for all applicants will be made by **July 1, 2023 at 5:00 PM.**

Student Learning Outcomes

Program Cognitive Objective

At the completion of the PVCC Diagnostic Medical Sonography Program, graduates will demonstrate the ability to comprehend, apply and evaluate didactic knowledge and clinical information relative to their role as entry-level abdominal sonographers and obstetric and gynecologic sonographers.

Program Psychomotor Objective

At the completion of the program, the graduate of the PVCC Diagnostic Medical Sonography Program will demonstrate technical proficiency in all skills necessary to fulfill the role of entry-level abdominal and obstetric and gynecologic sonographer.

Program Affective Objective

At the completion of the program, the graduate of the PVCC Diagnostic Medical Sonography Program will demonstrate personal behaviors consistent with professional and employer standards and expectations for an entry-level general sonographer. The following are the program-specific student learning outcomes for the PVCC sonography degree:

1. Graduates will be able to obtain, review and integrate pertinent patient history and supporting clinical data to facilitate optimum diagnostic results.
2. Graduates will be able to perform ultrasounds and record anatomic, pathologic and/or physiologic data for interpretation by a physician.
3. Graduates will record, analyze, and process diagnostic data and other pertinent observations made during the ultrasound examination for presentation to the interpreting physician.
4. Graduates will exercise discretion and judgement in the performance of sonographic and/or other diagnostic services.
5. Graduates will demonstrate appropriate communication skills with patients and colleagues.
6. Graduates will demonstrate professional and ethical behavior.
7. Graduates will facilitate communication and education to elicit patient cooperation and understanding of expectations and responds to questions regarding the sonographic examination.

Mission

The goal of the Diagnostic Medical Sonography Program at PVCC is to prepare the student to be a competent entry level sonographer in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains, who is able to successfully obtain employment within 6 months of completion of the program.

The program aims to teach a strong foundation of the fundamentals of ultrasound in order for the student to successfully pass the American Registry of Diagnostic Medical Sonographers Examinations or the American Registry of Radiologic Technologists Sonography Examination.

Licensure/Certification

Graduates of this program are eligible to take the American Registry of Radiologic Technologists (ARRT) Sonography Certification Exam OR The American Registry of Diagnostic Medical Sonography Boards, SPI, Abdomen and OB/GYN.

Curriculum

Successful completion of the program is dependent on satisfactory performance in all courses indicated in the table below. Students may be required to complete certain pre-requisite courses prior to admission.

A minimum final grade of "C" is required in all listed courses unless otherwise indicated.

SEMESTER	COURSE	COURSE NAME	CREDITS	NOTES
PRE-REQUISITE COURSES	SDV 100	College Success Skills	1.0	Must complete prior to admission
	ENG 111	College Composition I	3.0	
	ENG 112	College Composition II	3.0	
	BIO 141	Anatomy and Physiology I	4.0	
	BIO 142	Anatomy and Physiology II	4.0	
	MTH 131	Technical Mathematics	3.0	
	PHY 100	Elements of Physics	4.0	
SEMESTER 1 (FALL)	DMS 206	Introduction to Sonography	2.0	Must complete during 1 st semester
	DMS 207	Sectional Anatomy	2.0	
	DMS 208	Ultrasound Physics & Instrumentation I	2.0	
	PHI 220	Ethics	3.0	
	PSY 230	Developmental Psychology	3.0	
SEMESTER 2 (SPRING)	DMS 209	Ultrasound Physics & Instrumentation II	2.0	
	DMS 211	Abdominal Sonography	4.0	
	DMS 212	Obstetrical & Gynecological Sonography	3.0	
	DMS 219	Ultrasound Physics & Instrumentation Lab	1.0	
	DMS 231	Clinical Education I	3.0	
SEMESTER 3 (SUMMER)	DMS 232	Clinical Education II	4.0	
	DMS 242	Advanced Obstetrical and Gynecological Sonography	3.0	
SEMESTER 4 (FALL)	DMS 241	Advanced Abdominal Sonography	3.0	Writing Intensive and Civic Engagement Course
	DMS 223	Intro to Vascular Ultrasound	2.0	
	DMS 233	Clinical Education III	5.0	
SEMESTER 5 (SPRING)	DMS 222	Sonography Registry Review	2.0	
	DMS 234	Clinical Education IV	4.0	

See [Course Substitutions](#) for additional courses that can meet these requirements.

Transfer Credit

Only the PVCC Registrar's Office is authorized to accept transfer credits and apply such credits toward progress in the program of study. Students should consult the "Transfer Credit to PVCC" webpage (pvcc.edu/transfer-credit-pvcc) for instructions on how and when a transfer credit evaluation can be completed.

Credits which are accepted to meet admission requirements **are not** automatically eligible for transfer credit and must still be evaluated by the Registrar's Office after admission.

Pre-Admission Transcript Evaluation

If you are not certain that a specific course will meet eligibility requirements, make an appointment with the PVCC Admissions and Advising Center (www.pvcc.edu/advising) for a pre-admission evaluation of transcripts. An advisor will review your unofficial transcripts and communicate, in writing, if a course meets eligibility requirements and that communication should be included in your application.

An evaluation is not required to have the SDV course requirement waived. Any transcript which shows that a degree was conferred will suffice to waive the SDV requirement. Students who intend to receive *credit* for an SDV course should still seek a pre-admission transcript evaluation.

Do NOT send official transcripts to PVCC for this application.

Course Substitutions

Certain required courses can be substituted as follows. If a course is not listed below, substitutions will be considered on a case-by-case basis only. After a student is admitted, they must request a course substitution from the program director.

SDV 100 can be satisfied by SDV 101 or SDV 108

PSY 230 can be satisfied by PSY 200

PHI 220 can be satisfied by PHI 225 or PHI 227

MTH 131 can be satisfied by MTH 115, MTH 162, MTH 167, or MTH 263

PHY 100 can be satisfied by PHY 101 **and** PHY 102, PHY 201 **and** PHY 202, or PHY 241 **and** PHY 242

For physics, both halves of the same sequence must be completed to satisfy the requirement and a "C" or better must be earned in both.

Please see the PVCC website's page regarding non-traditional learning for other ways that requirements might be met: <https://www.pvcc.edu/admissions/credit-non-traditional-learning>

Essential Functions and Standards of Performance

To successfully complete the classroom and clinical components of the program, qualified applicants are expected to meet all admission criteria, as well as these essential functions with or without reasonable accommodations, and to maintain related satisfactory demonstration of these standards for progression through the program.

1. **Speech:** Establish interpersonal rapport and communicate verbally and in writing with clients, physicians, peers, family members, and the health-care team from a variety of social, emotional, cultural, and intellectual backgrounds.
2. **Hearing and Comprehension:** Auditory acuity sufficient to respond to verbal instruction, perceive and interpret various equipment signals, use the telephone, understand, and respond appropriately to verbal directions, and hear faint body sounds.
3. **Vision:** Visual acuity sufficient to identify and distinguish colors, read handwritten orders and any other handwritten or printed data such as medication records or scales, chart data, and provide for the safety of clients' condition by clearly viewing monitors and other equipment in order to correctly interpret data.
4. **Mobility:** Stand and/or walk eight hours daily in the clinical setting. Bend, squat, or kneel. Assist in lifting or moving clients of all age groups and weights. Perform cardiopulmonary resuscitation (move around client to manually compress chest and ventilate). Work with arms fully extended overhead. Lift 50 pounds independently and 125 pounds with assistance.
5. **Manual Dexterity:** Demonstrate eye/hand coordination sufficient to manipulate equipment.
6. **Fine Motor Ability:** Ability to use hands for grasping, pushing, pulling, and fine manipulation. Have tactile ability sufficient for physical assessment and manipulation of equipment.
7. **Mentation:** Ability to remain focused on multiple details and tasks for at least an eight-hour period of time. Assimilate and apply knowledge acquired through lectures, discussions, and readings.
8. **Smell:** Olfactory ability sufficient to monitor and assess health needs.
9. **Writing:** Ability to organize thoughts and present them clearly and logically in writing.
10. **Reading:** Ability to read and understand written directions, instructions, and comments in both classroom and clinical settings.

Program Behavior Expectations

The PVCC Health and Life Sciences Division reserves the right to refuse admission to applicants if such refusal is considered to be in the best interest of the program. The program will not accept any student who has been dismissed from another college or program due to misconduct or threatening behavior or who has been determined to be a potential threat. Students may be denied admission to the program if there is sufficient reason to believe that they present a danger to themselves, other members of the college community or clients in the clinical setting.

Clinical Compliance Requirements

All students who have been admitted to the program are required to provide documentation that they have met the program's clinical compliance requirements by the given deadline(s). These requirements may include – but are not limited to – a complete health assessment by a licensed healthcare provider, specific immunizations, and completed tests. Students who do not meet deadlines for providing documentation of clinical compliance may be barred from attending clinical sites and may be dismissed from the program. This includes any failure to follow instructions for properly submitting documentation.

Clinical compliance requirements are set by the clinical sites. PVCC does not have the authority to waive, exempt, or alter these requirements.

The following is a list of clinical compliance requirements for the program as of the date of publication. **These are not requirements for admission.**

- Immunity to Measles, Mumps, and Rubella (MMR)
- Immunity to Varicella (Chicken Pox)
- Immunity to Hepatitis B or Declination Form
- Immunity to Tetanus, Diphtheria, and Pertussis (TDaP)
- Immunity to Tuberculosis (TB)
- Vaccinated against Influenza
- Vaccinated against COVID-19
- An annual Virginia Risk Assessment Form
- High School transcripts or Equivalent
- Completed Physical Exam and Essential Functions Form
- Background Check
- Drug Screening
- CPR certification by American Heart Association Basic Life Support for Health Providers or American Red Cross Basic Life Support

The program's clinical compliance requirements are subject to change at any time. Changes to clinical compliance requirements which were made after the date of publication are not reflected in this document.

A current list of clinical compliance requirements can be obtained by contacting the Clinical Compliance Coordinator ([see Personnel and Contacts](#)).

Criminal Background Check and Drug Screening

All students admitted to the program must complete a background check and drug screening through the service and vendor designated by the Clinical Compliance Coordinator (see [Personnel and Contacts](#)). No other processes may be substituted for this requirement and no other service or vendor may be used. Forms and information will be made available to students after acceptance into the program. This testing is completed through an outside vendor and all fees must be paid directly to this vendor. Students are responsible for payment of this service and must complete the background check and drug screening by the deadline provided after admission. Students who have not completed the background check and drug screen within the required timeframe will be dismissed from the program.

Students may be required to complete background checks or drug screenings through multiple vendors and services as required by our clinical partners. These additional requirements, if any, will be communicated to admitted students.

No PVCC employee is authorized to predetermine the outcome of a background check or drug screening. Any information provided by a PVCC employee regarding a specific background check or drug screening should be considered as advisory only.

Background Check

The background check will search for misdemeanor and felony convictions of any type. However, only certain circumstances result in failure of the background check. Students who fail the background check - or who are charged/convicted of any crime after admission that would result in failure of the background check - may be dismissed from the program.

The following circumstances will result in failure of the background check.

Convictions of Barrier Crimes

The barrier crimes for this program are consistent with the guidelines on employment barrier crimes issued by the Virginia Department of Health Office of Licensure and Certification: <https://www.vdh.virginia.gov/content/uploads/sites/96/2016/07/Barrier-Crimes.pdf>

Students applying to take the ARRT licensing exam will be required to answer questions regarding conviction of any misdemeanor or felony (except juvenile convictions processed in a juvenile court or traffic citations that did not involve drugs or alcohol). If a student answers yes to any of these questions, they will be required to provide documentation to the ARRT. For further information, see the ARRT's website: <https://www.rrt.org/ethics>

Students who are concerned that past convictions may affect their ability to be certified by ARDMS can complete the Pre-application Determination of Eligibility (there is a cost for this pre-application):

<https://www.ardms.org/compliance-predetermination-application/>

The program's barrier crimes are subject to change at any time. Changes to barrier crimes which were made after the date of publication are not reflected in this document.

Charges/Convictions of Clinically Disqualifying Crimes

A crime is clinically disqualifying if a clinical site will not allow a student to attend a clinical rotation due to a charge or conviction of that crime. Most clinical sites consider charges/convictions on a case-by-case basis. If you are unsure of whether your criminal record is disqualifying, please reach out to the head of the program (see Personnel and Contacts).

PVCC cannot guarantee placement at any specific clinical site. Each clinical site has the right to change their policies and procedures regarding disqualifying crimes which may impact a student's clinical placement after admission. The program will make every effort to provide advanced notice to students of changes that may affect them.

Drug Screening

The drug screen tests for amphetamine (methamphetamine), barbiturates, benzodiazepine, cocaine, marijuana, methadone, methaqualone, opiates (codeine, morphine), phencyclidine and propoxyphene.

Any of these drugs found in the student's drug screen will result in the student failing the drug screen. In cases of failure, the student will be contacted for further evaluation. Students may be granted an exception for a valid prescription. Students who fail the drug screen and do not receive an exception will be dismissed from the program.

Minimum Program Eligibility Requirements

Only applicants who have completed the requirements listed below will be considered for admission.

All requirements **must** be met by the application due date (see [Application Dates](#)).

Applicants who meet all minimum program eligibility requirements are **not** guaranteed admission into the program. Applicants who do not meet each of the minimum program eligibility requirements will not be admitted into the program.

In-Progress Coursework

Coursework which is still in progress or which has otherwise not resulted in an eligible final grade cannot be used to meet minimum program eligibility requirements.

Changes From the Prior Application Year

Attendance at a pre-admission information session is now required. Students should check the program's web page for a list of scheduled information sessions and for the link to register.

A minimum general education GPA of 2.5 is now required.

A minimum biology GPA of 2.5 is now required.

Ranking by general education courses now considers number of attempts to earn a particular final grade.

GPA Calculation

During eligibility screening and ranking, GPA is calculated by converting final grades for relevant coursework to numerical format and averaging based on the number of credits completed for each course. Standard grades convert to the following GPA.

LETTER GRADE	EQUIVALENT GPA
A	4.0
B	3.0
C	2.0
D	1.0
F	0.0

Nonstandard Grades

A final grade of "P+" will be treated as a final grade of "C+" with a corresponding GPA of 2.5 for the purposes of GPA calculation.

All other final grades which are outside of the standard A-F grading scale will be evaluated and assigned value at the discretion of the head of the program (see [Personnel and Contacts](#)) or designee.

All final letter grades which are modified by a + or – (e.g. B+ or C-) will be treated as the unmodified version of that letter grade for the purposes of any GPA calculation, with the exception of "P+" final grades.

For example, a B+ and a B- would both be treated as a B (3.0).

Transfer Credit

Only the PVCC Registrar's Office is authorized to accept transfer credits and apply such credits toward progress in the program of study. Students should consult the "Transfer Credit to PVCC" webpage (pvcc.edu/transfer-credit-pvcc) for instructions on how and when a transfer credit evaluation can be completed.

Credits which are accepted to meet admission requirements **are not** automatically eligible for transfer credit and must still be evaluated by the Registrar's Office after admission.

Pre-Admission Transcript Evaluation

If you are not certain that a specific course will meet eligibility requirements, make an appointment with the PVCC Admissions and Advising Center (www.pvcc.edu/advising) for a pre-admission evaluation of transcripts. An advisor will review your unofficial transcripts and communicate, in writing, if a course meets eligibility requirements and that communication should be included in your application.

An evaluation is not required to have the SDV course requirement waived. Any transcript which shows that a degree was conferred will suffice to waive the SDV requirement. Students who intend to receive *credit* for an SDV course should still seek a pre-admission transcript evaluation.

Do NOT send official transcripts to PVCC for this application.

List of Requirements

By the application due date (see [Application Dates](#)), all applicants must have completed all of the following requirements.

1. Attended a pre-admission information session

The information session must have been held no earlier than 12 months prior to the application deadline; attendance at information sessions from prior years will not be considered for eligibility.

Attendance will be verified by the applicant's signature on the sign-in sheet available at the information session or by Zoom attendance log as appropriate.

Please visit the program's webpage for a current list of information sessions and to register. Registration is required for attendance.

2. Earned a "C" or better in BIO 141 Human Anatomy & Physiology I or equivalent

This course must have been completed no earlier than five (5) years prior to the application due date.

3. Earned a "C" or better in BIO 142 Human Anatomy & Physiology II or equivalent

This course must have been completed no earlier than five (5) years prior to the application due date.

4. Earned a "C" or better in MTH 131 Technical Math or equivalent

This course must have been completed no earlier than five (5) years prior to the application due date.

5. Earned a "C" or better in PHY 100 Elements of Physics or equivalent

This course must have been completed no earlier than five (5) years prior to the application due date.

6. Earned a "C" or better in ENG 111 College Composition I or equivalent

7. Earned a "C" or better in ENG 112 College Composition II or equivalent

8. Earned a "C" or better in SDV 100 College Success Skills or equivalent

9. Earned a Minimum Prerequisite GPA of 2.5

This is the weighted average GPA of all courses that are required for admission.

10. Earned a Minimum Biology GPA of 2.5

This is the weighted average GPA of BIO 141 and BIO 142

11. Earned a 50.0% or better on the ATI Test of Essential Academic Skills (TEAS) composite score and all subcategory scores

This score must have been achieved no earlier than two (2) years prior to the application due date. Subscores from multiple different attempts may not be applied to meet requirements; all eligible scores must be achieved in the same attempt. No other examination is accepted for this requirement (e.g. Kaplan tests and HESI tests are not accepted).

ATI TEAS Scores, including subcategory scores, must be uploaded with your application. Scores not included in your application, will not be reviewed.

ATI TEAS taken through an ECPI location are not accepted.

ATI TEAS Version 6 and Version 7 are both accepted for this admission cycle.

Students who completed the TEAS under Version 6 (prior to June 3, 2022) are *not* required to retake the test as long as their results otherwise meet requirements.

12. Earned a standard score of 84 or higher and a speaking score of 25 or higher on the Test of English as a Foreign Language Internet-Based Test (TOEFL iBT) if the applicant is not a native English speaker.

Completion of ENG 111 & ENG 1112 does not satisfy this requirement. Scores must be no more than two (2) years old as of the application due date.

Students who are determined to be unable to understand and speak English at the required proficiency will be dismissed from the program.

PVCC Testing Centers

Students who seek to complete placement tests, entrance exams, and accreditation/licensure assessments may be able to do so through PVCC's testing centers. Visit pvcc.edu/testing-centers for more information.

Any required exams can be scheduled through any authorized testing center; applicants are not restricted to the PVCC Testing Centers for meeting admission requirements unless specifically indicated in this book. Students are strongly encouraged to complete their TEAS through the PVCC Testing Centers if possible.

Required Documentation

Applicants must upload documentation to show evidence that each requirement has been met as part of their application.

Documentation which does not include the applicant's full name will not be reviewed.

Unofficial transcripts are acceptable documentation for all application requirements being met by specific coursework. In addition to the applicant's full name, valid transcripts must show **all** of the following information in order to be reviewed:

- Name of the school, college, or university as applicable
- Course subject and number (e.g., "BIO 141")
- Full name of course (e.g., "Human Anatomy & Physiology I")
- Semester and year of course completion (e.g., "Fall 2021")
- Number of credits awarded for course completion
- Final grade

Applicants are not required to upload transcripts for credit-bearing courses taken at VCCS schools. Transcripts for non-credit courses or from schools outside of the VCCS system must still be provided if applicable.

Do NOT send official transcripts to PVCC for this application.

Official transcripts or test scores sent separately to PVCC will not be reviewed with your application. All transcripts and test scores must be uploaded in the application portal.

Ranking Criteria

If more applicants meet the minimum program eligibility requirements than there are available seats in this year's cohort, all eligible applicants will be ranked according to the following criteria in priority order.

Only 14 seats are available in this admission cycle for the Diagnostic Medical Sonography Abdominal Extended & Obstetrics and Gynecology.

1. Highest combined GPA of prerequisite courses.

These are courses which are required in the [Minimum Program Eligibility Requirements](#) section.

Points earned based on grades and number of attempts in General Education courses.

These are non-DMS courses which are required to complete the program, according to the [Curriculum](#). Points are earned per course & credit as follows:

1st attempt: A = 7, B = 5, C=1

2nd attempt: A = 5, B = 3, C=1

3rd attempt: A = 3, B = 1, C = 0

Students are required to provide transcripts for ALL attempts to complete courses which are relevant to criteria. If, at any time after admission, a student is found to have omitted an attempt from their application, that student may be found responsible for an academic integrity violation and dismissed from the program.

2. Highest combined GPA of BIO 141 and BIO 142.

3. Highest TEAS composite score

4. Greatest number of General Education Courses completed

These are non-DMS courses which are required to complete the program, according to the [Curriculum](#).

5. Residence in the PVCC Service Region

The PVCC Service Region is defined as the Virginia localities of Albemarle, Buckingham, Charlottesville, Fluvanna, Greene, Louisa, and Nelson.

Ties that occur during ranking are broken at the discretion of the head of the program (see [Personnel and Contacts](#)) or designee as necessary, based on past and potential future academic performance and professional success of the tied applicants.

Application Process

1. Apply for admission to PVCC. Only current PVCC students may apply to a health sciences program. Visit the PVCC Website (pvcc.edu) to apply.
2. Enroll in the HLS Admissions Portal in Canvas by navigating to this URL: <https://learn.vccs.edu/enroll/JDAFHR>
3. Read the Application Instructions in the "START HERE" module
4. Once the application open date (see [Application Dates](#)) has passed, start an application for the program.
5. Complete all questions in the application questionnaire and upload all relevant documents by the application due date (see [Application Dates](#)).
 - a. **Your application will not be reviewed unless you have submitted the questionnaire and uploaded all relevant documents.**
6. Once the application due date has passed, your application will close and be transmitted to the Health and Life Sciences Division. Your application will be screened for eligibility according to the minimum program eligibility requirements and, if necessary, ranked according to the ranking criteria.
7. Within seven (7) business days of the decision date (see [Application Dates](#)) you will be contacted with the outcome of your application. Your application will be placed in one of the following statuses:
 - a. **Admitted.** Your application met minimum eligibility requirements and was ranked highly enough for a seat in this year's cohort. You'll receive instructions for accepting your admission. Your offer of admission may be conditional; additional steps may be required of you in order to retain your seat in the cohort. If your offer of admission is conditional, this will be communicated to you along with the specific conditions.
 - b. **Waitlisted.** Your application met minimum eligibility requirements but was not ranked highly enough for a seat in this year's cohort at this time. If a seat becomes available, the highest ranked applicant on the waitlist will be moved to "admitted" status and contacted accordingly.
 - c. **Denied.** Your application did not meet minimum eligibility requirements. You are not eligible to join the program for this cohort year. You will be provided with information regarding inquiries and formal appeals.

Applications do not carry over into future application cycles. If you are not admitted in this application cycle, you will need to submit a new application during the next cycle to be considered. Applications are not saved.

Competitive Admission Appeals

Students who are denied admission to competitive admission programs have the right to appeal. The deadline to begin an appeal will be communicated to the student with the notification of denial.

The policy on student appeals can be found in the College Catalog:

<http://catalog.pvcc.edu/content.php?catoid=4&navoid=389#student-appeals>

Academic Grievances

An academic grievance is an appeal of a final course grade or dismissal from an academic program.

The policy and procedure on student grievances can be found in the College Catalog:

<http://catalog.pvcc.edu/content.php?catoid=4&navoid=389#student-grievances>

Readmission

Students who fail to complete the program for academic or personal reasons may apply in writing to the Sonography Program Director ([see Personnel and Contacts](#)) no later than March 15 for the fall semester and October 15 for the spring semester in which the student is seeking readmission. In the letter, students are encouraged to state why they believe that they will be successful upon readmission and describe any actions they have taken to remedy weaknesses.

Frequently Asked Questions

Is there financial aid available to diagnostic medical sonography students?

Yes. There are a number of financial aid opportunities. Some of these require enrollment in 12 semester hours each term. This should be considered as you plan your schedule. For further information, please contact the Financial Aid Office (434.961.6545) at your earliest convenience. It is best to complete your financial aid application by March 31 for the following fall semester.

If I had my official transcripts sent to PVCC, do I need to upload them in the portal when I submit my application?

Yes! We do not have access to your official transcripts sent to PVCC and they will not be reviewed with your application. You must upload unofficial copies of your transcripts with your application in order for them to be reviewed.

If you have not already sent official transcripts to PVCC, please refrain from doing so until you are admitted to the program.