

## **DMS Admissions Policy**

### **Policy**

West Virginia University Hospitals and those responsible for administering the Imaging Science Education Programs consider each applicant without regard to race, religion, color, national origin, ancestry, age, sex, sexual orientation, gender identity, disability, veteran status, or any other status protected by applicable law. Program officials reserve the right to limit enrollment based on the quality of the applicant pool and current employment market conditions. To be considered for admission to the Diagnostic Medical Sonography Program, applicants must meet the following minimum admission requirements.

### **Requirements for Admission Consideration**

All the following criteria are required for admission consideration and documentation must be received on or before February 1st of the year in which the student is applying for admission.

1. Applicant must review the Essential Performance Standards form located on the program's website (<https://wvumedicine.org/radtech/ultrasound/>).
2. Applicant must possess, at minimum, an associate degree (or pending graduate) of a 2-year postsecondary, Allied Health education program that is patient care related. Allied Health occupations include but are not limited to Radiologic Technology, Respiratory Therapy, Occupational Therapy, Physical Therapy, Registered Nurse, and Licensed Practical Nurse.
3. Applicant must have passing grades in the following college courses to be considered for admission into the program.
  - a. Algebra, statistics, or higher mathematics course
  - b. General college-level physics and/or radiographic physics
  - c. Communication skills
  - d. Human anatomy and physiology
  - e. Medical Terminology
4. Applicant is required to provide documentation of patient care experience, this can be from clinical experience associated with their degree or through a job. Volunteer and shadowing hours will not be considered as patient care experience.
5. Applicant must submit the following by February 1<sup>st</sup> to be considered for the program starting in July each year:
  - a. Program Application
  - b. Three Personal Reference Forms
  - c. Official transcript of high school grades or G.E.D. scores
  - d. Official transcripts of all post-secondary education (radiography school, college, etc.)
    - i. International colleges and university transcripts must be submitted through the World Education Service (WES). Per policy 1.018 Validation of Foreign Educational Records.
  - e. American College Test (ACT) scores **or** Scholastic Aptitude Test scores
    - i. Minimum required composite score: **ACT ≥19, SAT ≥900.**
    - ii. Requirement may be waived for applicants possessing an associate's degree or higher.
      1. However, additional academic points will be awarded if the ACT or SAT score is provided and it satisfies or exceeds the minimum recommended composite score.
    - iii. **ACT School Code - 4549      SAT School code - 3863**

### **Academic Evaluation**

Program officials utilize an established, objective screening mechanism to assign academic points to a candidates based on their current level of academic achievement. The following categories are used to assign academic points.

1. ACT Composite score or SAT (Critical Reading & Math) score.
2. College-level coursework
  - a. Algebra, statistics, or higher mathematics course
  - b. General college-level physics and/or radiographic physics
  - c. Communication skills
  - d. Human anatomy and physiology
  - e. Medical Terminology
  - f. Patient Care (clinical experience and /or current job experience accepted)
    - i. Hours earned through volunteer or shadow experiences will not be considered patient care experience.
    - ii. Clerical positions or other non-patient care experiences will not be considered patient care experience.
3. College / University Credit (based on GPA relative to number of hours completed)
4. College / University degree (BA, BS, MA, etc.)
5. Healthcare experience
6. Military Service / VA Benefits Eligible: For applicants that will potentially be using VA educational benefits if accepted, WVUH will accept, review, and maintain a written record of previous education and training for each candidate. Such materials will be reviewed to determine if credit toward admission or program completion is possible.

### **Interview Evaluation**

Interviews are granted to the top academic candidates each year. Applicants not receiving an interview will be notified by mail. Interviews will be conducted by the end of February of each year and candidates will be notified of their admission status no later than April 1<sup>st</sup> of each year.

Interviews are conducted by an admissions committee consisting of a least three members selected by the education coordinator and may include faculty members, department managers, and /or clinical staff. Using a standardized form, total interview scores from each committee member will be calculated and averaged for each candidate. Candidates must score a minimum average of **25 interview points** (out of a possible 40) to be considered eligible for admission to the program. (See Interview Form).

### **Spatial Reasoning Puzzles**

Applicants will complete five spatial reasoning puzzles to assess their critical thinking, reasoning skills, spatial visualization, and problem-solving abilities. Points are assigned based on time to complete, completion of all puzzles, and accuracy.

### **Overall Evaluation**

The Education Coordinator / Program Director will combine the Academic and interview points into a cumulative score for each candidate and rank them in descending order. All points will be summated, and a Total Point score will be assigned.

### **Selection**

The Education Coordinator will rank the candidates in descending order and will extend offers to top candidates having the highest overall scores (available seats in the program, vary year to year with an average of four students). Should there be a tie between two candidates, the average interview score for each candidate will be used as a tiebreaker. The candidate with the highest interview score will receive the higher ranking. The next two candidates will be waitlisted in the event one or more of the top four candidates do not accept the position. Waitlisted positions expire once a class is filled and do not carry over to the next admission year.

The candidates selected for admission will receive:

- a. Acceptance letter
- b. Access information for the student handbook
- c. Statement of Intent to Enroll (must be signed and returned)
- d. Essential Performance Standards Form
- e. Invoice for Admission Fee

All other applicants interviewed will receive a written verification of their non-admission or waitlisted status.

**Acceptance**

The selected applicants are given 10-15 business days to respond to the offer of admission by completing the following prior to the established deadline:

1. Read the Student Handbook
2. Sign and return the Statement of Intent to Enroll form
3. Sign and return the Essential Performance Standards form
4. Submit a \$50.00 check to WVUH for the admissions fee.

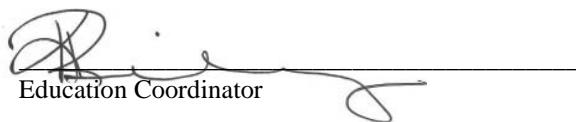
If an applicant fails to respond to the offer of admission by the established deadline, program officials will consider the offer as null and void and will proceed by offering the position to a wait-listed applicant.

**Enrollment**

Enrollment is contingent upon the student satisfactorily completing the following screening and assessment procedures within the guidelines specified by West Virginia University Hospitals (WVUH). These screenings will be conducted during the orientation period or at a time specified by program officials. Students will be provided with additional information regarding these procedures prior to the program start date.

Students will be required to:

- (1) Complete a health assessment and a vaccination record review conducted by the Employee Health department.
- (2) Complete the criminal background investigation process. (See WVUH Policy V.036)
- (3) Complete the drug screening / testing process. (See WVUH Policy V.035)
- (4) Complete all other WVUH mandatory orientation procedures.

  
Education Coordinator