2023 DIAGNOSTIC MEDICAL SONOGRAPHY PROGRAM

APPLICATION INSTRUCTIONS

Application Deadline: 11/14/2022

Our Diagnostic Medical Sonography Application will be available online soon. Please make sure that you give yourself enough time to read through the instructions so that you can submit a complete application, by the deadline.

Follow the instructions below to submit your Diagnostic Medical Sonography Application:

Before you apply

1. Please visit the Diagnostic Medical Sonography website and read the available

information. <u>Diagnostic Medical Sonography Program Website <-</u> click here

2. Applying to the Diagnostic Medical Sonography Program, you must obtain a campus wide identification number or CWID. If you don't have a CWID, you may obtain one by applying for admissions to Foothill College, at no cost to you. For more information on how to do this, please visit Foothill College's Registration Website:

Foothill College's Registration Website <--- click here

Application Requirements

3. Make sure you're ready and eligible to apply, by reviewing the program prerequisites, requirements to apply and the application worksheet.

Program Prerequisites<--- click here</pre>

- For help calculating your cumulative college GPA, visit: <u>GPA</u> <u>Calculator</u>
- **<u>Required Documents</u>**: Please obtain copies of the following documents:

Official Electronic Transcripts (e-transcripts) from ALL colleges attended, except Foothill and De Anza Colleges. See *Transcripts* instructions below.

- <u>Additional Documents</u>: You are welcome to include the following documents, if they apply to you, or you would like to include them with your application.
 - Approved Petitions (required if applicable)
 - Math Placement results
 - Documentation of completion of CSU or IGETC General Education
 - Copy of the Basic Life Support (BLS) Card

Transcripts

Official Foothill College and/or De Anza College transcripts are not required. If you have prerequisite coursework completed from Foothill College or De Anza College, you must enter the coursework where appropriate on the application.

You should obtain your College Transcripts by requesting a copy from all the colleges you have attended. Typically, the registrar offices or registration departments at the corresponding college will assist you with this process. Please note that unofficial copies will not be accepted and may automatically disqualify you.

Please request for the transcripts to be sent to Foothill College Admissions and Records at <u>fhtranscripts@fhda.edu</u>. If your school does not offer e-transcripts, please send hard copies to:

Admissions and Records - DMS Program Foothill College 12345 El Monte Rd. Los Altos Hills, CA 94022

If you received an Associate Degree from a California Community College and/or bachelor's degree from a UC or CSU, the completion of your General Education requirements will be waived.

If you cannot obtain any of the required documents, please be prepared to provide a letter of explanation, which can be attached to your application.

Please see our Sample Diagnostic Medical Sonography Program Application. This sample looks very similar to the actual application. As a result, you may use it as an example of the information you will be submitting when you apply. Feel free to fill it out!

<u>Diagnostic Medical Sonography Program Website</u> < --- click here

Scanning and Saving Required and Optional Documents

4. Please save the required documents (listed above) to the computer you intend to use, when applying. We recommend that you put together a file with all the documents so they can be easily accessed when completing your application. Please note that you will only be allowed one file attachment for each required section. For assistance on how to scan documents into one file, please visit the Foothill College ASFC Welcome Center located in Room 2016.

<u>Welcome Center</u> < --- click here

Start the Application

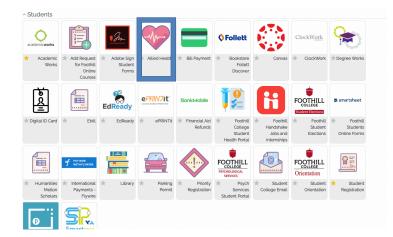
5. Log into MyPortal



6. Click Apps

	FOOTHILL-DE ANZA Community College District	
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0	Getting Started	
 	Apps	
0	My Profile	
[→	Logout	

7. Select Allied Health App



8. Find the program you want to apply then click Apply Diagnostic Medical Sonography

Instructions	Apply
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9. Fill out and complete your application. Your application progress will be saved until the deadline. You will receive an email after you begin your application, to the email displayed on your application.



10. Attach all required documents by clicking the designated boxes with a red asterisk*. After you click the box, you will be asked to choose from your saved files to upload.

~	Please make a [Symbol] or attach the documents in the available box/es to insure you have completed everything in your application. Note: the documents you upload must be PDF files.
	I fully read the Diagnostic Medical Sonography Online Application Information and Instructions before applying. (Required)
	I accurately filled the Diagnostic Medical Sonography Online Application. (Required)
	I am able to comply with the technical standards and I understand that failure to perform any of these standards may be cause for action by the program in accordance with the policies and procedures of the Diagnostic Medical Sonography Student Program, including dismissal. (Required)
	I've ordered official electronic transcripts from all colleges and universities attended. The transcripts should be sent directly to Foothill College Admissions and Records. (Required)
	Note: You don't have to order Foothill and De Anza college transcripts. If your college does not offer official electronic transcripts, please order official transcripts and have them mailed directly to Foothill College Admissions and Records.
	Other: Attach any other documents that may need to be considered with your application, such as: BLS (CPR & AED) Cardiopulmonary Resuscitation Certification, professional/national and state license/s, approved course petitions, reciprocity agreements, CSU/IGETC, or local non-transfer GE pattern completion, or any other documentation you want to include.

Submit your application

11. When you are ready, submit your application by signing it electronically. You will not be able to do this, until you have filled out all the required sections. No changes will be allowed after you have signed the application.

Danilo Abad	Danilo Abad	Jul 27, 2017
Signature	Printed Name	Date

Applicants may submit one Diagnostic Medical Sonography application per year.

Please make sure to review your application thoroughly, for accuracy. This is very important.

12. You will be receiving an email confirmation that you have successfully submitted your application, along with a copy of your submitted application for your records. The email will be sent to the email linked to your MyPortal account and displayed on the first page of the application.

If you have any questions, please contact: <u>healthcareerprograms@fhda.edu</u>