Henry Ford Hospital Detroit
School of Diagnostic Medical Sonography

All materials must be sent together in one envelope by the application deadline of May 31st to:

Elena Gainey MD, RDMS, RVT
Radiology Department
Henry Ford Hospital
2799 West Grand Blvd
Detroit, MI 48202

Do not mail in the application until you have all required materials.

Application Checklist

Required Materials	Yes	No
1. A completed application form	☐	☐
2. Application fee of $60. CASH ONLY.	☐	☐
3. A typed personal statement explaining why you wish to choose sonography as your profession	☐	☐
4. Two typed and signed letters of recommendation, written on official letterhead stationery, from individuals to whom you were professionally responsible (e.g. teachers, program directors, managers, or physicians)	☐	☐
5. Documentation of a minimum of **40 hours of observation** in an ultrasound department, with **at least 20 hours completed at Henry Ford Hospital Detroit**	☐	☐
6. An official allied health program transcript with a minimum 3.0 GPA. **This does not apply to all applicants**.	☐	☐
If you answered Yes above: provide proof of licensing and/or registration (e.g. RT, RN, MA, etc)	☐	☐

All science courses must have been completed within the past ten (10) years of application to the DMS Program.

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Required Materials	Yes	No
7. Have you completed these prerequisite courses with a **GPA of 3.0 or above**?		
• Medical Terminology	☐	☐
• Medical Ethics & Law	☐	☐
• English or Communication	☐	☐
• College Physics – any level except Astronomy	☐	☐
• Anatomy and Physiology I & II, with Lab	☐	☐
• Pathophysiology – Human Anatomy Pathology	☐	☐
• Two semesters of college math – must include Algebra and Trigonometry • For OU students – must include Algebra and Statistics	☐	☐
8. Are you an Oakland University or Concordia University student?	☐	☐
If you answered Yes above, do you have…		
9. Your official college transcript(s) with a GPA of 3.0 or above	☐	☐
10. A pre-graduation audit from Advising with proof of completed prerequisite classes	☐	☐
If you answered No above, do you have…		
11. Your official college transcript(s) with a GPA of 3.0 or above, and proof of completed prerequisite classes	☐	☐
12. Proof of your degree	☐	☐

Foreign transcripts must be pre-evaluated by Educational Credential Evaluators, Inc. www.ece.org or by World Education Services www.wes.org