

## **Mercy Diagnostic Medical Sonography Admissions/Enrollment**

**2026-2027 Academic Year**

### **Technical Standards**

To be successful in the Mercy Diagnostic Medical Sonography Program, applicants and current students must meet the following technical standards with or without reasonable accommodation.

### **Required Skills and Abilities**

- Strong organizational skills
- Effective verbal communication skills
- Interpersonal and professional interaction skills
- Customer service and customer-relations skills
- Mathematical competency
- Analytical and problem-solving skills
- Ability to read and comprehend written instructions
- Ability to receive, interpret, and respond appropriately to instructions in clinical settings

### **Mental and Emotional Requirements**

- Manage stress effectively
- Make timely and appropriate decisions under pressure
- Prioritize and manage multiple responsibilities simultaneously
- Function safely and effectively in confined or crowded work areas

### **Physical Requirements**

- Medium Work: Exert up to 50-lbs. force occasionally, and/or up to 20 lbs. frequently, and/or up to 10 lbs. constantly
- Ability to perform work in a stationary position for extended periods
- Ability to travel through the hospital system
- Ability to perform repetitive tasks/motions
- Ability to distinguish colors
- Ability to detect anatomy and pathology on the ultrasound screen
- Ability to respond to alarms, telephone, normal speaking voice
- Ability to operate sonography equipment

## Requirements

To be eligible to enroll in the Mercy Diagnostic Medical Sonography Program, applicants must meet the following requirements:

1. Hold a Bachelor's degree in any field **or** Associate's degree in a healthcare field with direct patient care
2. Complete the following prerequisite coursework:
  - o General Physics or DMS Physics-based course
  - o English, a Public Speaking/Communications Course, or a Major Specific Composition Course
  - o Medical Terminology
  - o Human Disease
  - o College-level Algebra or any higher-level mathematics course (e.g. Trigonometry, Calculus, etc.) or math-based Statistics
  - o Human Anatomy and Physiology I
  - o Human Anatomy and Physiology II, or Human Structure & Function, or Human Biology
3. Achieve a minimum cumulative GPA of 2.5
4. Maintain current American Heart Association (AHA) Basic Life Support (BLS) certification

When an applicant repeats a prerequisite course, the program will consider the grade earned in the most recent attempt for admission and GPA calculations. For example, if a student initially earns a “C” and later earns an “F” in the same course, the program will use the “F” as the official grade for admissions/evaluation purposes.

## Conditional Admittance

American Heart Association (AHA) BLS certification is required for enrollment into the program but will not be asked for at the time of application. Once officially accepted into the program, you will be prompted to upload your certificate to the Campus Cafe applicant portal prior to the start of the program. Training from the following provider(s) is accepted:

- American Heart Association (AHA) Basic Life Support

Failure to complete and submit valid certification before the first day of the program will render the applicant ineligible to begin the program.

If you have questions, please contact the Registrar at [SOHPRegistrar@ccf.org](mailto:SOHPRegistrar@ccf.org) for clarification.

### **Admission Documents and Requirements**

An applicant is required to complete the following items after submitting their initial application in Campus Cafe in order for their application to be considered. Please note that documents marked with an asterisk (\*) are **not** considered during the evaluation of applications and will **not** affect an applicant's eligibility or admission decision. They are required, however, for administrative purposes. To begin, please select 'Summer 20XX' in the 'Anticipated Starting Semester' field of the application.

1. Submit your non-refundable \$20.00 application fee payment in [Momentum](#) and upload a copy of your payment confirmation to your applicant portal in Campus Cafe.\*
2. Complete the [Applicant Demographic Survey](#) and upload a copy of your survey completion confirmation to your applicant portal in Campus Cafe.\*
3. Upload a copy of your current American Heart Association (AHA) Basic Life Support certification to your applicant portal in Campus Cafe.\*\*
4. If the applicant's native language is not English, official scores from the Test of English as a Foreign Language (TOEFL) or the Duolingo English Test (DET) are required. Applicants must have a total minimum score of 75 with written and speaking sections no less than 17 for the TOEFL. A minimum score of 105 is required for the DET. Exam dates must be within two years of the program's start date. If applicable, complete the Test of English as a Foreign Language (TOEFL) or the Duolingo English Test (DET) and upload a copy of your results to your application portal in Campus Cafe.
  - o The English Proficiency exam cannot be waived based on prior learning or work experience. This policy ensures that all students meet the same standardized language requirements, which supports academic success and helps maintain fairness and consistency in the admissions process.
5. Request two completed reference forms from the two individuals you have selected as references. Reference forms are required to be submitted by the selected reference via email to [MercyDMSProgram@ccf.org](mailto:MercyDMSProgram@ccf.org). The completed forms will be uploaded to your applicant portal by program administration (Reference form found on the Admissions webpage).
6. Request official academic transcripts. You are required to submit official transcripts from every school you have attended. All foreign transcripts must be evaluated by World Education Services (WES) on a course-by-course basis. If

applicable, upload a copy of your WES transcript evaluation to your applicant portal in Campus Cafe. High school transcripts are not required. Once received, the transcripts will be uploaded to your applicant portal by program administration.

You can submit your official transcripts through one of two methods:

1. Electronically (preferred):
  - o Request delivery to [MercyDMSProgram@ccf.org](mailto:MercyDMSProgram@ccf.org)
2. By mail (all paper transcripts must be submitted in an official sealed envelope):
  - o Cleveland Clinic Mercy Hospital  
Mercy Diagnostic Medical Sonography Program  
Attention: Susan Bielanski  
1320 Mercy Drive NW  
Canton, OH 44708

\*\*The BLS certification is an admissions document that is required to be completed prior to the beginning of the program. Please see the “Conditional Admittance” section for more information.

### **Enrollment Documents and Requirements**

If an applicant is accepted into the program the following items are required in order to enroll in the program. Please review the [health requirements](#) before submitting your documentation.

1. Complete and sign an Enrollment Agreement in Campus Cafe via DocuSign.
2. Complete the [Student IPEDS Survey](#) and upload a copy of your survey completion confirmation to your applicant portal in Campus Cafe.
3. Upload your negative tuberculosis (TB) test documentation to your applicant portal in Campus Cafe. The TB test must be completed within 12 months prior to the start of the program.
4. Upload your immunization documentation for chicken pox (varicella) or positive titer to your applicant portal in Campus Cafe.
5. Upload your immunization documentation for measles, mumps, and rubella (MMR) to your applicant portal in Campus Cafe.
6. Upload your positive hepatitis B vaccination/titer or completed waiver to your applicant portal in Campus Café (Hepatitis B vaccination/titer waiver found on the Admissions webpage).

7. Upload your tetanus, diphtheria, pertussis (Tdap) booster documentation to your applicant portal in Campus Cafe. The booster is required within the past 10 years.
8. Influenza immunization documentation is required during flu season (November 1 through March 31). The applicant is required to upload documentation to the applicant portal in Campus Cafe if completing their application during flu season or will be required to obtain and submit documentation when the vaccination becomes available.
9. Complete the required onboarding tasks in SilkRoad. Onboarding will include a background check. Additional information will be provided following completion of the above items.

### **Interview and Acceptance Procedure**

All applicants interviewed for admission will be informed of the Committee's decision to accept or deny admission.

Interview scores are based on two portions.

- Application score (based on courses taken, grades, GPA)
- Panel interview, which evaluates the effectiveness of communication skills, critical thinking, and initiative of each applicant. This interview will have an average score of panel members on a set of pre-determined questions, which are the same for all applicants, and asked in the same order for all applicants.

When applicants demonstrate equivalent qualifications and interview performance, reference forms may be reviewed and used as a factor in admissions decisions.

The following items are recommended but not required for admission into the program. While they may contribute points to an applicant's overall score, they will not carry more weight than the interview and primary application components.

- Courses that can receive points if taken in addition to required courses:
  - Medical Ethics
  - Medical courses related to an Allied Health occupation
  - Additional Communications/Speech or English equivalent courses
  - Additional Human Anatomy, Biology, or Human Structure & Functions courses
  - Additional Statistics, Algebra or higher-level Math courses



- Applicants will also receive more points if they have a Bachelor's degree or higher.
- Applicants who have experience in a health care-related setting will also receive more points. This may include paid or volunteer roles in clinical, administrative, community health, or other environments that demonstrate familiarity with health care systems, patient care, services, or populations.

Final class selection will be made by approximately April 30 of each year.