

**Henry Ford Hospital Detroit  
School of Diagnostic Medical Sonography**

All materials must be sent together in one envelope by the application deadline of May 31<sup>st</sup> 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.***

<b>Application Checklist</b>
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Required Materials	Yes	No
1. A completed application form	<input type="checkbox"/>	<input type="checkbox"/>
2. Application fee of \$60. Make check payable to Henry Ford Hospital	<input type="checkbox"/>	<input type="checkbox"/>
3. A typed personal statement explaining why you wish to choose sonography as your profession	<input type="checkbox"/>	<input type="checkbox"/>
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)	<input type="checkbox"/>	<input type="checkbox"/>
5. Documentation of a minimum of <b>40 hours of observation</b> in an ultrasound department, with <b>at least 20 hours completed at Henry Ford Hospital Detroit</b>	<input type="checkbox"/>	<input type="checkbox"/>
6. An official allied health program transcript with a minimum 3.0 GPA. <b>This does not apply to all applicants.</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b>If you answered Yes above:</b> provide proof of licensing and/or registration (e.g. RT, RN, MA, etc)	<input type="checkbox"/>	<input type="checkbox"/>

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

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<b>Required Materials</b>	<b>Yes</b>	<b>No</b>
<b>7. Have you completed these prerequisite courses with a GPA of 3.0 or above?</b>		
• Medical Terminology	<input type="checkbox"/>	<input type="checkbox"/>
• Medical Ethics & Law	<input type="checkbox"/>	<input type="checkbox"/>
• English or Communication	<input type="checkbox"/>	<input type="checkbox"/>
• College Physics – any level except Astronomy	<input type="checkbox"/>	<input type="checkbox"/>
• Anatomy and Physiology I & II, with Lab	<input type="checkbox"/>	<input type="checkbox"/>
• Pathophysiology – Human Anatomy Pathology	<input type="checkbox"/>	<input type="checkbox"/>
• Two semesters of college math – must include Algebra and Trigonometry	<input type="checkbox"/>	<input type="checkbox"/>
• 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	<input type="checkbox"/>	<input type="checkbox"/>
10. A pre-graduation audit from Advising with proof of completed prerequisite classes	<input type="checkbox"/>	<input type="checkbox"/>

**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	<input type="checkbox"/>	<input type="checkbox"/>
12. Proof of your degree	<input type="checkbox"/>	<input type="checkbox"/>

Foreign transcripts must be pre-evaluated by Educational Credential Evaluators, Inc. [www.ece.org](http://www.ece.org) or by World Education Services [www.wes.org](http://www.wes.org)