

## 2021 Diagnostic Cardiac Sonography (DCS) Admission Requirements

*The information in this document is not designed to be a contractual agreement with an applicant. The program reserves the right to change without notice such things as program admission or completion requirements, costs and curriculum as needed and in accordance with Harper College policy.*

### Important Dates

2021 DCS Application Dates.....**October 1, 2020 – March 1, 2021**

Check the program web site for updated information on the application status.

### Attend an Information Meeting (Mandatory)

- Learn more about the diagnostic cardiac sonography career and the Harper College imaging curricula, admission standards, and program participation requirements.
- Check the Harper web site at [www.harpercollege.edu](http://www.harpercollege.edu) for the “in-person” meeting schedule, and reserve your seat online, **OR**, if you prefer, you can view the Online Information Session to satisfy the meeting attendance requirement. (The online session includes two videos; after viewing, you will be asked to provide contact information and answer questions to check your understanding of the material.)
- You need to have attended an information meeting within the past year before submitting your program application.

### Submit College Application and Fee

- If you have not previously applied to the College, this is your first step.
- This application and fee can be submitted online or in person.

### Submit the Program Application for Diagnostic Cardiac Sonography with a Valid National League for Nursing (NLN) Pre-Admission RN Exam Score Report

- Submit your program application by going to the DCS web page at <https://www.harpercollege.edu/academics/health/diagnostic-cardiac-sonography/dcs-admission.php> within the time frame indicated above. **If you have previously been accepted into the Diagnostic Cardiac Sonography Degree Program, you will need Coordinator approval to submit another application.** Your Harper College Application must already be on file, you must have participated in a program information meeting within the past year, and you must attach a valid copy of your **NLN Pre Admission RN Exam** results showing that all minimums have been satisfied.

**Valid NLN Pre-Admission RN Exam Report** – You must satisfy **each** of the following minimum percentile scores:

<i>Minimum Score</i>	<i>NLN Score Report</i>
<b>Composite:</b> 60 <sup>th</sup> percentile or higher	<p>Once scores are posted, you will want to check the section entitled <b>RN Program Applicants</b> to find your results.</p> <p>The Composite, Verbal, Math and Science percentile scores are listed under the <b>RN Percentile Rank</b>.</p>
<b>Verbal:</b> 40 <sup>th</sup> percentile or higher	
<b>Science:</b> 40 <sup>th</sup> percentile or higher	
<b>Math:</b> 40 <sup>th</sup> percentile or higher	

- **You can access information on NLN Pre-Admission RN Exam registration and payment steps from the Testing Center web site.** Go to [harpercollege.edu](http://harpercollege.edu); click on **Academics**; scroll down to **Testing and Assessment Center**; then click on **Limited Enrollment (NLN Entrance Exam)**.
- Scores from an NLN Pre-Admission RN Test are valid for three years. (Refer to the chart later in this document for detailed information regarding expiration dates.)
- For details on how to interpret your NLN score report, please refer to the program web site.
- Resources for test preparation include the Review Guide for NLN-RN Pre-Entrance Exam, Third Edition available at the Harper Store, online and through retail bookstores; a course offered through Harper’s Continuing Education division titled: NLN Pre-Entrance Exam Preparation; McGraw-Hill’s NLN PAX-RN Prep app, Magoosh.com, PrepSTEP, formally the Learning Express Library (check the Harper College library for information), study guides for the ACT or SAT, youtube for vocabulary, and the Tutoring Center at Harper for math.

## **Submit Additional Documentation**

**Note: Official documents are those sent directly from the institution to Harper College.**

**Official High School Transcript OR GED Results** – The final high school transcript must have the graduation date posted; the GED report must show passing scores.

- Applicants who have completed high school in another country need to submit a document-to-document evaluation of their high school transcript completed by Educational Credential Evaluators, INC (ECE) [www.ece.org](http://www.ece.org) or World Education Services (WES) [www.wes.org](http://www.wes.org) stating **U.S. Equivalence: High school diploma**.
- This high school transcript requirement can be waived if official documentation is provided demonstrating completion of the equivalent of a U.S. associate or higher degree.

**Official College Transcripts** – You will need to submit transcripts from other colleges attended if the document(s) show completion of courses you think may fulfill course admission requirements or support course work applicable to the Harper College Diagnostic Cardiac Sonography Program. Foreign college transcripts must first be evaluated by World Education Services ([wes.org](http://wes.org)) or Educational Credential Evaluators, INC ([ece.org](http://ece.org)). A copy of the completed course-by-course WES or ECE evaluation must be submitted to the Harper One Stop Center in Building A, Room A250., or sent to the Admissions Processing Office, Building A, Room 137c.

- To learn if/how credits from other colleges will transfer to Harper, applicants must have an official transcript from each college or university attended sent to the Admissions Processing Office immediately upon being admitted to Harper College. Official transcripts will be evaluated as they are received and students will receive an email to their Harper email account when they have been evaluated.

## **Program Prerequisites**

### **Harper Grade Point Average**

- Current or previously enrolled Harper students must have a minimum 2.0 grade point average.

**English Composition** - ENG 101 at Harper College, or the equivalent from another college (as determined by the Harper College transcript evaluation).

- Must be completed with a grade of C or better.
- There is no expiration date on the English Composition course requirement.

**Physics Course** – PHY 100 (Basic Concepts in Physics) at Harper College, or the equivalent from another college (as determined by the Harper College transcript evaluation).

- This requirement can be satisfied by completion of PHY 121 or a higher level physics course **or** PHY 110 (previously PHS 111) **or** the equivalent from another college (as determined by the Harper College transcript evaluation).
- The course must have a physics prefix or a physics course title in order to be considered; courses with titles such as “Science” or “Science and Technology” would not satisfy this requirement. Also, the course must have physics content as its focus in order to satisfy this physics admission requirement.
- Any course used to satisfy the physics course requirement must be completed with a grade of C or better.
- There is no expiration date on the physics course requirement.

**Human Anatomy** - BIO 160 at Harper College, or the equivalent from another college (as determined by the Harper College transcript evaluation).

- Must be completed with a grade of C or better.
- There is a five-year time limit on the Human Anatomy course requirement. Refer to the chart following this section for details on expiration dates.

**Human Physiology** - BIO 161 at Harper College, or the equivalent from another college (as determined by the Harper College transcript evaluation).

- Must be completed with a grade of C or better.
- There is a five-year time limit on the Human Physiology course requirement. Refer to the chart following this section for details on expiration dates.

**Mathematics** – MTH 165 (Elementary Statistics) at Harper College or the equivalent from another college (as determined by the Harper College transcript evaluation) is recommended.

- This requirement can be satisfied by completion of MTH 101 **or** MTH 103, or higher level math, **or** the equivalent from another college (as determined by the Harper College transcript evaluation).
- Any course used to satisfy the mathematics course requirement must be completed with a grade of C or better.
- There is no expiration date on the mathematics course requirement.

### **Re-entry Permission**

- If you were previously enrolled in the program to which you are planning to apply again, departmental permission is required for re-entry. Without this department approval, your file is incomplete.

The following table lists the time limits in place for 2021:

<b>BIO 160 – HUMAN ANATOMY</b>	Must be completed <b>after January 1, 2016</b>
<b>BIO 161 – HUMAN PHYSIOLOGY</b>	Must be completed <b>after January 1, 2016</b>
<b>NLN TEST SCORES*</b>	Must be completed <b>after January 1, 2018</b>

\*National League for Nursing Entrance Exam Results

### **Admission Decisions**

- Ranking scores will be calculated based on a point system with a **maximum of 100 points; no points will be added to an admission score for coursework completed after the application deadline.** You can calculate your ranking score based on the following chart:

Factor	0 points	10 points	15 points	20 points
NLN Composite Percentile	60 – 69	70 – 79	80 – 89	90 – 99
NLN Verbal Percentile	40 – 49	50 – 69	70 – 89	90 – 99
BIO 160	C		B	A
BIO 161	C		B	A
PHY 100*	C		B	A

\* Or any course approved to satisfy the physics admission/graduation requirement

- **Early Admission Option:** Applicants whose files are complete upon application may qualify for Early Admission. If qualified, we will send notification of acceptance by the email address provided on the application. To be eligible for this option, applicants must meet specific conditions as follows:

- Applicant must be a Harper College resident or a resident of a community college district that is a member of the CAREER Consortium that does not offer the Diagnostic Medical Sonography or Diagnostic Cardiac Sonography Program.
- The file must be complete—all academic and document requirements must be satisfied; and
- The ranking score must be an **80 or higher for the DCS program**; and
- The applicant must submit the application and meet all admission requirements by **January 15, 2021 for the DCS programs.**

**If the programs should fill prior to the Early Admission deadline, or applications received after January 15, 2021 for DCS, along with applications that do not meet all four of the above conditions, will be considered under the Standard Admission Option. There will be no exceptions to the above criteria.**

- **Standard Admission Option:** (For seats remaining following Early Admission) The files of all applicants who have submitted their applications by the program deadline (and who were not already accepted through Early Admission) will be reviewed by the Admission Selection Committee.

- This file review meeting will be held as soon as possible following the program deadline.
  - A “final” minimum admission score for each program will be determined, and those applicants whose ranking scores are at or above that minimum will be considered.
  - Admission cannot be guaranteed, and will depend upon ranking score, residency and number of seats available.
- If there are more qualified applicants than space available, residency may be a factor in the standard admission process.
    - Permanent Harper District residents and residents of community college districts that are members of the Career Consortium that do not offer the Diagnostic Cardiac Sonography Program, who have satisfied the minimum admission score and who have applied by the application deadline will receive priority consideration in the Standard Admission Process.
    - Residency is determined by the Registrar’s Office; the address on record with the College will be used by the admission selection committee. Working in district does not constitute residency for limited enrollment selection purposes.
  - Provided a program is open past the published deadline, any qualified applicant who submits an application after that date will be considered after all qualified applicants who applied by deadline. Applications will continue to be accepted until the program is closed. Check the web site for information on the application status.
  - Depending on the number of qualified applicants eligible for admission when admission decisions are made, it is possible that contingency offers may be extended to applicants who are in the process of completing an admission requirement (except for the NLN minimum percentiles, which must be satisfied in order to submit a program application). **When/if contingency offers are extended, the contingent requirement(s) must be satisfied within the semester in which the deadline falls.**
- It is not possible to predict the lowest ranking score an applicant will need in order to be accepted into a limited enrollment program. However, NLN scores in the 80’s and 90’s and A’s and B’s in BIO 160, BIO 161 and PHY 100 make applicants more competitive in the selection process. Although satisfaction of admission requirements will result in an admission decision, it does not guarantee acceptance.

### **Important Admission Notes**

- It is the applicant’s responsibility to insure that requirements are met and all documentation is on file.
- All correspondence regarding your limited enrollment application will be emailed to the address given on your application, or according to your email address on record with the College. Additional correspondence from the program coordinator will be sent to the email address you have provided. It is your responsibility to see that your address information is current. To update your addresses (and/or phone number), you will need to contact the One Stop Center, Building A, Room A250. (The address on record with the College as of the program deadline will be used by the admission selection committee when they determine admission decisions.)
- Applicants should be aware that it may take up to three weeks for the College to receive transcript(s) from the sending institution(s). Official transcripts will be evaluated as they are received and students will receive an email to their Harper email account when they have been evaluated. Results can be viewed online through the student portal. Transcript evaluations may take 2–3 weeks to process. Questions about transcript evaluations can be sent to [evaluation@harpercollege.edu](mailto:evaluation@harpercollege.edu).

- Applicants not accepted into a program who wish to be considered in the selection process for a future term **must attend a new information meeting and submit a new program application.**
- **Once your program application has been processed, you will be able to monitor your limited enrollment file online.** Go to [harpercollege.edu](http://harpercollege.edu) and log into your **MyHarper Student Portal**; limited enrollment information can be found under the **Registration and Records** section.
- Qualified applicants not selected will be placed on a temporary wait list and identified as alternates. Alternate lists do not carry over from one application cycle to the next; therefore, alternates who are not admitted to a program will need to attend a new program information meeting and submit a new program application for a future program start.
- Applicants can submit an application for one limited enrollment program; however, if identified as an alternate, or if denied admission to a program, the applicant has the option of submitting an application for another open program. Once an applicant accepts an offer of admission to a program, he/she relinquishes his/her alternate status for the other program.
- A higher tuition rate—200 % of the standard tuition—is assessed for the career-specific courses in each of these programs. The out-of-district rate for all DCS-prefixed courses is more than twice as much as the doubled in-district rate. It is very important that you make financial aid preparations well in advance of any deadlines so that you know exactly what resources are available to you.

#### HARPER COLLEGE RESOURCES

Office	Location	Phone Number
<b>Limited Enrollment Programs Health Careers Division Office</b>	Building X, Room X250	847.925.6533
<b>Admissions Outreach</b>	Building C, Room C103	847.925.6700
<b>Academic Advising and Counseling Services</b>	New Students: Building C, Room C104	847.925.6208
	Previous or currently enrolled Harper students: Building I, Room I117	847.925.6393
<b>Access and Disability Services</b>	Building I, Room I103	847.925.6266
<b>Assessment and Testing</b>	Building A, Room A148	847.925.6541
<b>Business Office</b>	Building A, Room A214	847.925.6880
<b>Harper Store</b>	Building L, Room L260	847.925.6275
<b>One Stop Center</b>	Building A, Room A250	847.925.6710
<b>Registrar's Office</b>	Building A, Room 213	847.925.6500

Harper College is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation. Link to full official statement: <http://www.harpercollege.edu/catalog/about/comply.htm>.