

Student Application Checklist

The following items must be completed and submitted in the electronic application.

- ☐ Application
 - ☐ Fill in each section of the application.
 - ☐ On page 4, read the Background Check, Drug Testing, and Physical Exam section. By signing at the end of the application, you acknowledge you're eligible to sit for your board examinations with the American Registry of Diagnostic Medical Sonography as discussed in this section.
 - ☐ Sign and date your completed application form.
 - Completed on: _____
- ☐ All Transcripts must be submitted with application; all attempts of coursework may be considered as an average on the application assessment form.
 - Completed on: _____
- ☐ Verification of Patient Care Experience Form
 - ☐ After completing your nursing assistant or other approved patient care education, a minimum of 100 hours of patient care must be completed.
 - ☐ All hours must be completed by application submission.
 - ☐ PDF of the job description from the place where you completed the patient care hours.
 - Completed on: _____
- ☐ Job Shadow Observation Verification Form
 - ☐ Minimum of 8 hours total
 - Exams must include:
 - 2 echocardiograms
 - 2 vascular ultrasound exams
 - 2 abdomen ultrasound exams
 - 2 obstetric OR gynecology ultrasound exams
 - ☐ Additional points will be awarded for more than 8 hours.
 - Completed on: _____
- ☐ Autobiographical Statement
 - ☐ Essay should be 200 words or fewer and include answers to the questions below. Utilize your job shadow experience and notes from your research on sonography to help you.
 - How would you define the role of the sonographer?
 - Why is sonography a good career path for you?

- Are you interested in General/Vascular or Echocardiography/Vascular and why?
 - What experiences have helped you prepare for a sonography program?
- ☐ Use Times New Roman font style.
- ☐ Type in with 12-point font, double-spaced, signed, and dated by the applicant to verify authenticity.
- ☐ Write in complete sentences with proper grammar. The essay will be graded on sentence structure, complete thoughts, and your ability to answer the questions completely.
- ☐ See the rubric on page 3 of this document.
 - Completed on: _____
- ☐ Application with \$50 fee by end of Fall 2026 semester
 - ☐ Online credit card payment required via <https://uwhealth-dmssrt.sabacloud.com>
 - ☐ UWHealth is PCI compliant, not data is stored
 - Completed on: _____
- ☐ Application submitted by end of Fall 2026 semester to advisor

For questions, please reach out to your advisor. If they're unable to answer them or unavailable, reach out to UWHC School of Diagnostic Medical Sonography. Contact information listed below.

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Autobiography Rubric												
Criteria	10	9	8	7	6	5	4	3	2	1	0	Points
Grammar and medical terms are without flaws. Word choice and usage are excellent and professionally written. Statement is written in a logical sequence with clear connections.												
Clearly understands the role of a sonographer with supporting evidence of research of the profession.												
Autobiography demonstrates heightened awareness of one’s own career path. Provides examples of achievements toward success (i.e. education, work, volunteer, or job shadow experiences).												
Overall impression of autobiography statement demonstrates enthusiasm for sonography with specific examples of General/Vascular or Echocardiography/Vascular Ultrasound.												
Follows all application requirements and instructions for autobiography statement including: - 200 words or fewer - Times New Roman Font - 12-point font - Double-spaced												
Total Points												/50