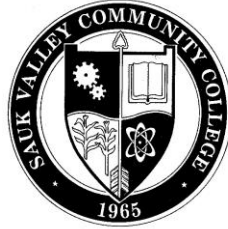


SAUK VALLEY COMMUNITY COLLEGE



Diagnostic Medical Sonography Program

Admission Handbook

2025-2026

Sauk Valley Community College

173 IL Route 2, Dixon, IL 61021

815/288-5511

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DIAGNOSTIC MEDICAL SONOGRAPHER

Sonographers play a crucial role in the diagnostic process by providing high-quality ultrasound images that aid physicians in diagnosing and treating various medical conditions.

Their primary responsibilities include: performing ultrasound examinations, interpreting images, collaborating with physicians, and patient care.

Employment of sonographers is expected to increase by about 10 percent from 2022 to 2032, faster than the average for all occupations (Occupational Outlook Handbook from Bureau of Labor Statistics, current edition). As the population grows and ages, there will be an increasing demand for diagnostic imaging. With age comes increased incidence of illness and injury, which often requires diagnostic imaging for diagnosis. In addition to diagnosis, diagnostic imaging is used to monitor the progress of disease treatment.

Caring, dependability, and accuracy are some characteristics needed to be successful in this profession. Technical proficiency, attention to detail, problem-solving, communication skills, physical stamina, along with adaptability are also needed characteristics to be successful in the field of sonography.

The Associate in Applied Science (AAS) degree in Diagnostic Medical Sonography (DMS) requires that the student complete 77-79 semester hours of general education and Diagnostic Medical Sonography courses. Admission into the DMS classes is limited and students must meet certain criteria to apply (see application form checklist). This program admits 10 - 14 students each Fall semester. After acceptance into this program, classes follow a continuous 24-month curriculum (6 semesters – fall, spring, summer and fall, spring, summer). Each student must receive a minimum grade of “C” in all DMS courses.

The curriculum covers physics and instrumentation, abdominal sonography, obstetrics and gynecology, and vascular technology, ensuring students are well-prepared for credentialing exams. Successful completion of the ARRT Sonography exam allows graduates to earn the professional credential of **Registered Technologist in Sonography, RT(S)**, which is necessary for employment in the field of medical sonography.

For further information on the profession, visit the following websites:

- **American Registry for Diagnostic Medical Sonography (ARDMS)** - <https://www.ardms.org/>
- **Society of Diagnostic Medical Sonography (SDMS)** - <https://www.sdms.org/>
- **American Institute of Ultrasound in Medicine (AIUM)** - <https://www.aium.org/>
- **The American Registry of Radiologic Technologists (ARRT)**- www.arrt.org

ADMISSION PROCEDURE

Anyone interested in pursuing an AAS degree in Diagnostic Medical Sonography must complete the following admission requirements by the designated deadline:

- Complete all required steps on the attached application form.
- Return the **fully completed** application form to the Health Professions Office.

The SVCC admission policy requirements and minimum Diagnostic Medical Sonography Academic Admission Requirements must be completed by the priority deadline of March 1 of the year the applicant wishes to be admitted. This date is for in-district students or students that are a part of the Illinois Career agreement. A “point system” will be utilized to evaluate all qualified applicants. Once all eligible applicants have been evaluated and ranked, students will be admitted from the highest ranking to the lowest, until all spaces are filled.

The Admissions Committee reserves the right to include Cumulative Grade Point Average (CGPA) as a part of the admission process. Students who have a CGPA below 2.5 do not qualify for admission. Students not qualifying for admission may choose to complete CSS 100 Student Success Skills with a “C” or better prior to applying to the DMS program. Following completion of CSS 100, you are not qualified for admission if your CGPA remains below 2.5.

Students who were not selected in the year of their initial application, but who wish to be considered for the next application year, **must reapply** by completing a new academic plan with the Sonography advisor (Ext. 390) and returning a reapplication form available in the Health Professions Office before the designated deadline.

The SVCC Diagnostic Medical Sonography program does not accept advanced placement students who have completed a portion of another sonography program. Sauk Valley Community College is only able to ensure that all appropriate topics and competencies are covered in its own curriculum. Therefore, students with prior education are welcome to apply to the program, but will need to complete it in its entirety.

In all cases, the decision to admit an applicant rests with the Admissions Committee.

SVCC New Student Admission Policy

New part-time and full-time students are expected to follow the procedure outlined below:

1. **STUDENT INFORMATION FORM:** Students must submit a completed Sauk Valley Community College Student Information Form. This form may be obtained from Admissions and Records, located on the first floor of the college or at www.svcc.edu/enroll
2. **TRANSCRIPTS:**
 - a. **High School/GED.** Submit transcripts of a high school record or the equivalent to Admissions and Records.
 - b. **College/University.** Sauk will accept credits earned at other Department of Education regionally accredited institutions. Official transcripts **MUST** be submitted through an authorized electronic method or in a sealed envelope from the issuing institution. Students must also submit a **Transcript Evaluation Request** form to the Admissions and Records. Upon complete evaluation, students will be notified in writing of course articulation.
3. **SATISFY THE PLACEMENT POLICY:** All degree and certificate seeking students must have a valid option completed prior to registration.
 - SVCC Placement Test Results ○ ALEKS (no longer offered as of 2020) ○ Accuplacer (English and/or Math)
 - ACT Scores
 - Individual scores in the areas of English/Writing and Mathematics.
 - SAT Scores ○ Evidence Based Reading/Writing and/or Math Scores.
 - Review of credit already earned at any accredited college or university including SVCC (including credit for prior experience).
 - Review of high school transcripts.
 - GED Composite Scores.

Academic Admission Requirements Effective 2026 application cycle. The following academic criteria must be satisfied before an applicant will be considered for admission to the program:

English Language Arts: One of these following criteria must be met. Any valid standard of proficiency can be used to apply.

- Placed into ENG 101: Composition I using any valid standard of proficiency
- Completed ELA 099 (formerly ENG 099) or ENG 101 with a grade of "C" or higher
- Completed an equivalent English course at another college or university with a grade of "C" or higher

Mathematics: One of the following criteria must be met (initial general education course completed)

- Successfully completed MAT 112, MAT 121 or higher (specifically excluding MAT 110, MAT 111, MAT 115, and MAT 240)
- Completed an equivalent math course at another college or university with a grade of "C" or better

Biology: Anatomy and Physiology. One of the following criteria must be met. (Multiple attempts at anatomy and physiology may be a factor in the admission process.)

- Completed BIO 109 with a grade of "C" or better (initial general education courses completed)
- Completed equivalent Anatomy and Physiology course at another college or university with a grade of "C" or better

Physics: One of the following must be met:

- Completed PHY 175 or higher with a grade of "C" or better (initial general education course completed)
- Completed equivalent physics course at another college or university with a grade of "C" or better

Medical Terminology:

- Completed NRS 116 with a grade of "C" or better
- Completed equivalent medical terminology course at another college or university with a grade "C" or better

Introduction to Pathophysiology for Sonographers:

- Completed DMS 198 with a grade of "C" or better

* Students completing pre-admissions or general education coursework at institutions other than SVCC should check with the SVCC Registrar's Office prior to enrolling in or paying for outside classes to ensure appropriate transferability. Please note that anatomy and physiology coursework completed in an online modality will not meet the requirements of health career programs at SVCC.

Admissions Procedures

Other Academic Requirements:

- A minimum of fifteen hours of earned college credit from the General Education Courses listed above with at least an overall CGPA of 2.5 or higher

Other Selection Requirements:

- Students who wish to apply to the Sonography program **MUST** attend a Sonography informational meeting prior to application. Meetings are held once a month. Please call Academic Advising at 815-835-6354 or Health Professions at 815-835-6374 to register for the informational meeting.
- Assessment Technologies Inc. (ATI) valid printout for the Health Occupations Basic Entrance test (TEAS). Go to www.atitesting.com to set up an account for testing at SVCC. After the account has been established, contact the SVCC Testing Center (815-835-6530) to schedule the test date. A test fee is required.
- Students **MUST** meet with the Sonography advisor in order to create a valid progression plan for program application.
- Submit required paperwork including program application, TEAS score, two recommendation forms and the progression plan to the Office of Health Professions.

Deadlines for application to the Sonography program:

Priority Deadline – March 1 (for in-district or approved cooperative students). As Space Allows - June 1

Bonus: Please refer to the points system section for additional information regarding bonus points.

The Sonography program admits 10 -14 students per year. Once accepted, this program takes two years to complete.

(6 semesters – fall, spring, summer, fall, spring, and summer).

Applicants must be a SVCC district resident or resident of a cooperative Illinois community college district to apply.

Please note that successful completion of a course indicates a grade of C or higher for the sonography program.

Associate in Applied Science in Diagnostic Medical Sonography

The Diagnostic Medical Sonography program contains both general education courses and DMS courses. DMS courses **CANNOT** be taken until a student is formally accepted into the program.

General Education Courses

Students are encouraged to complete general education courses prior to acceptance into the program.

ORIENTATION (1 credit hour)

FYE 101 First Year Experience _____ (1)

COMMUNICATIONS (3 credit hours)

ENG 101 _____ (3)

SOCIAL and BEHAVIORAL SCIENCES (3 credit hours)

PSY 103 Introduction to Psychology (recommended) _____ (3)

MATHEMATICS (3 or 4 credit hours)

MAT 112 (Quantitative Literacy)

OR *MAT 121 (College Algebra)* or higher _____ (3 or 4)

The following math courses do not fulfill this requirement: MAT 115, MAT 110, MAT 111, and MAT 240

LIFE SCIENCE (8 credit hours)

BIO 109 Human Anatomy and Physiology I **AND** _____ (4)

BIO 110 Human Anatomy and Physiology II _____ (4)

PHYSICAL SCIENCE (4 credit hours)

_____ (4)

PHY 175 or Higher

***Prerequisite for BIO 109:** Two years of high school biology & one year of high school chemistry with a grade of "C" within the last five years, OR BIO 105 or 108 with a grade of "C" or higher and CHE 102 or CHE 103 or CHE 105 with a grade of "C" or higher.

****Prerequisite for BIO 110:** BIO 109 with a grade of "C" or better

Courses that are italicized WILL NOT satisfy university general education requirements in transfer.

ADDITIONAL PROGRAM REQUIREMENT (4 credit hours)

These courses must be completed with a grade of C or higher prior to starting the first semester of RAD courses.

NRS 116 Medical Terminology for Health Careers _____ (3)

DMS 198 Intro to Pathophysiology for Sonography _____ (1)

Other Academic Requirements:

- A minimum of fifteen hours of earned college credit from the General Education Courses listed above with at least an overall CGPA of 2.5 or higher

Other Selection Requirements:

- Students who wish to apply to the Sonography program **MUST** attend a Sonography informational meeting prior to application. Meetings are held once a month. Please call Admissions & Records or Academic Advising at 815-835-6354 or 815-835-6273 to register for the informational meeting.
- Assessment Technologies Inc. (ATI) valid printout for the Health Occupations Basic Entrance test (TEAS). Go to www.atitesting.com to set up an account for testing at SVCC. After the account has been established, contact the SVCC Testing Center (815-835-6530) to schedule the test date. A test fee is required.
- Students **MUST** meet with the Sonography advisor in order to create a valid progression plan for program application.
- Submit required paperwork including program application, TEAS score, two recommendation forms, and the progression plan to the Office of Health Professions.

General Education Requirements - 21-23 Hours

Communications - ENG 101 (3 Semester Hours)

*Mathematics MAT 112 Quantitative Literacy, MAT 121 or higher as options (excluding MAT 115, MAT 110, MAT 111, and MAT 240) (3-4 Semester Hour(s))

Life Science - BIO 109 and BIO 110 (8 Semester Hours)

Physical Science - PHY 175 or Higher (4-5 Semester Hours)

Social/Behavioral Science - PSY 103 (3 Semester hours)

SVCC Requirement - 1 Hour

FYE101 - First Year Experience (1 Semester Hour)

Suggested Program

Pre-Admission - 20-22 Hours

FYE 101	First-Year Experience	(1 Semester Hours)
BIO 109*	Human Anatomy & Physiology I	(4 Semester Hours)
BIO 110	Human Anatomy & Physiology II	(4 Semester Hours)
MAT 112*	Quantitative Literacy, MAT 121 or higher as options (excluding	

MAT 115, MAT 110, MAT 111, and MAT 240)	(3-4 Semester Hours)
PHY 175*	Introduction to Physics (or higher) (4-5 Semester Hours)
NRS 116	Med Terminology for Health Careers (3 Semester Hours)
DMS 198	Intro to Pathophysiology for Sonography (1 Semester Hours)

* Indicates application criteria

First Semester - 14 Hours

DMS 199	Patient Care Skills for Sonographers	(1 Semester Hours)
DMS 100	Intro to Diagnostic Medical Sonography	(3 Semester Hours)
DMS 101	Sonographic Physics & Instrumentation I	(2 Semester Hours)
DMS 103	Sonography Cross Sectional Anatomy	(3 Semester Hours)
DMS 104	Fundamentals of OB/GYN I	(3 Semester Hours) DMS
120	Hands-On Scanning Lab 1	(1 Semester Hours)
DMS 121	Hands-On Scanning Lab 2	(1 Semester Hours)

Second Semester - 12 Hours

DMS 102	Sonographic Physics & Instrumentation II	(2 Semester Hours)
DMS 105	Fundamentals of OB/GYN II	(3 Semester Hours)
DMS 106	Fundamentals of Abdomen/Superficial Structures I	(3 Semester Hours)
DMS 130	Case Study Critique I	(1 Semester Hours)
DMS 122	Hands-On Scanning Lab 3	(1 Semester Hours)
DMS 140	Clinical Education	(2 Semester Hours)
TOTAL	12	

Summer Session - 4 hours

Course	Credit Hours
DMS 107	Abdomen/Superficial Structures II (1 Semester Hours)
DMS 123	Hands-On Scanning Lab 4 (1 Semester Hours)
DMS 141	Clinical Education II (2 Semester Hours)

Third Semester - 12 Hours

DMS 108	Legal Issues of Health Care-Sonography	(1 Semester Hours)
DMS 131	Case Study Critique II	(1 Semester Hours)
DMS 109	Fundamentals of Breast Sonography	(1 Semester Hours)
DMS 142	Clinical Education III	(3 Semester Hours)
PSY 103	Introduction to Psychology	(3 Semester Hours)
ENG 101	Composition I	(3 Semester Hours)

Fourth Semester - 12 Hours

DMS 200	Abdominal and Peripheral Arterial	(2 Semester Hours)
DMS 220	Abdominal and Peripheral Arterial Hands-On Scan	(1 Semester Hours)
DMS 202	Abdominal and Peripheral Venous	(2 Semester Hours)
DMS 222	Abdominal and Peripheral Venous Hands-On Scan	(1 Semester Hours)
DMS 201	Cerebrovascular Ultrasound	(2 Semester Hours)
DMS 221	Cerebrovascular Ultrasound Hands-On Scan	(1 Semester Hours)
DMS 203	Clinical Education - Vascular I	(3 Semester Hours)
TOTAL	12	

Summer Session - 3 Hours

DMS 204	Clinical Education - Vascular II	(3 Semester Hours)
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Diagnostic Medical Sonography Application Form

Application deadline for Fall semester: **JUNE 1**

Name

ID #

Address

City

State/Zip

Telephone _____

Year applying for admission: Fall _____

***Diagnostic Medical Sonography students are only admitted in the Fall semester each year.**

The number of students who can be admitted to the DMS program is limited. Applicants to the program will be provided with a student email account. Applicants will be notified of admissions status via that SVCC student email account.

Indicate with a check the following requirements that have been completed. All requirements must be completed prior to applying to the program.

_____ 1. SVCC Student Information Form completed and on file in Admissions and Records.
Filed official high school or GED transcript in the admissions office recommended

_____ 2. Official transcript filed and evaluated from any other school(s) attended beyond high school.

_____ 3. Attended a Diagnostic Medical Sonography Information Meeting.

Date: _____

4. Academic Plan completed with Diagnostic Medical Sonography Advisor, Celina Benson
at 815-835-6301 or email celina.benson@svcc.edu

Date: _____

5. **TWO** Recommendation Forms filed.

Each form must be completed by someone outside of your family/friends. These recommendations **MUST** be mailed **directly** to the Health Professions Office.

6. English Language Arts Proficiency: **ONE** of the following criteria must be met. Any valid standard of proficiency listed below can be utilized to apply.

- Unweighted high school Cumulative Grade Point Average

Unweighted CGPA _____ Course Placement _____

- GED Composite Score

Test Score: _____ Course Placement: _____

- Placement Test: Circle one

SVCC Writing/ACT/SAT Results from another college or university

Test Score: _____ Course Placement: _____

- ELA 099 (formally ENG 099) or ENG 101 with a grade of "C" higher

Course: _____ Grade: _____

- Equivalent English course at another college or university with grade or "C" or higher

Course: _____ Grade: _____

7. Math: **ONE** of the following criteria must be met. The highest-level point value standard will be used.

- MAT 112, MAT 121, or higher general education math course with a grade of “C” or higher (excludes MAT 110, MAT 111, MAT 115, and MAT 240 Course: _____ Grade: _____

- Equivalent Math Course at another college or university with a grade of “C” or higher
Course: _____ Grade: _____

8. Biology: Anatomy and Physiology: **ONE** of the following criteria must be met. The highest level point value standard will be used. Multiple attempts at Anatomy and Physiology may be a factor in the admission process.

- BIO 109 or 110 with a grade of “C” or higher
Course: _____ Grade: _____

- Equivalent Anatomy and Physiology course at another college or university with a grade “C” or higher.
Course: _____ Grade: _____

9. Physics: **ONE** of the following criteria must be met. The highest-level point value standard will be used.

- PHY 175 or higher-level physics course with a grade of “C” or higher.
Course: _____ Grade: _____

- Equivalent Physics course at another college or university with a grade “C” or higher.
Course: _____ Grade: _____

____ 10. Completed TEAS (Test for Essential Academic Skills) test. Attach printed copy of summary results (front page) to this application.

Date of test: _____

____ 11. **Earned College Credit:**

A minimum of eleven (11) college credits must be completed from the following listed courses by the screening deadline with at least an overall 2.5 grade point average or higher.

If you are participating in the cooperative program through Blackhawk East, IVCC, Rock Valley, or Highland (circle one), please enter course equivalents from that college below.

Orientation

FYE 101 or PSY 100 _____(1)

Communications

ENG 101 _____ (3)

Anatomy & Physiology

*BIO 109 _____ (4)

BIO 110 _____ (4)

Physics

*PHY 175 (or higher) _____ (4)

Social and Behavioral Science

PSY 103 _____ (3)

Mathematics

*MAT 112 or MAT 121 _____ (3) or higher
(excluding MAT 110, 111, 115, MAT 240)

*Indicates courses that must be completed prior to application.

Based on the above information, I believe I am/will be ready for screening for admission the Diagnostic Medical Sonography program by the deadline date for the year indicated on the previous page.

Signed: _____ Date: _____

Return the completed form by the designated deadline date to Office 2G10 or mail it to:

Office of Health Professions

Coordinator, Diagnostic Medical Sonography

Sauk Valley Community College

173 IL Route 2

Dixon, IL 61021

Confirmation that you have been accepted into the program will be emailed to your Sauk email account after the application deadline.

Diagnostic Medical Sonography Point System for Candidate Evaluation

A “point system” will be utilized to evaluate all qualified applicants. Applicants will be awarded points for the following criteria:

1. Grades received in required Algebra, Physics, and Biology courses.
2. Two Recommendation Forms
3. Bonus points are awarded for:
 - a. **Additional** lab science/math courses.
 - b. Applicable AP or CLEP exam results (Credit accepted in transfer without a letter or number grade will receive points at the “C” grade level).
 - c. Completion of all required general education courses.
 - d. TEAS test score
 - e. Re-applicants who met the June 1 or August 1 deadline of the previous year.

How points are awarded:

1. Grades received in Math, Physics, and Biology courses:

	A	B	C
BIO 109, 110	4 points	3 points	2 points
AP math/science courses	4 points (AP exam score of 5)	3 points (AP exam score of 4)	2 points (AP exam score of 3)
PHY 175 or higher	4 points	3 points	2 points
Math 112, 121 or higher	4 points	3 points	2 points

Algebra

- MAT 112 or MAT 121 or higher (the course with the highest grade will receive initial points if additional higher level courses are completed, they will be used for bonus points) ●
- An equivalent course at another college/university

Biology (only one option can be used for awarding points)

- Grade of “C” or better in BIO 109 or BIO 110 at SVCC (**initial course completed**) ●
- Grade of “C” or better in an equivalent course at another college/university

Physics

- Grade of “C” or better in PHY 175 or higher at SVCC
- Grade of “C” or better in an equivalent course at another college/university.

1. Recommendation Forms will be evaluated. Applicants may receive up to a total of five (5) points for positive recommendations.
2. Bonus Points: Bonus points are not awarded for courses used to fulfill General Education Requirements. Courses must be completed before the application deadline.

One bonus point for each course listed below completed in addition to classes used to fulfill general education requirements

Course completed with “C” or higher	Bonus points
COM 131	1
Humanities/Fine Arts Gen Ed (IAI). Limit 2 points.	1
MAT 121 or higher (MAT 240 excluded)	1
PHY 201 or higher	1
BIO 111, BIO 123, BIO 131, or higher	1
CHE 103 or higher	1
All general education courses completed	1
TEAS score 70 or above	2
TEAS score 60 - 69	1
Reapplication from June 1 st deadline previous year	1
Reapplication from March 1 st deadline previous year	2

College Course Equivalents Subject to change				
SVCC Course	IVCC	Rock Valley	Blackhawk-East	Highland
BIO 109/110	BIO 1007, 1008	BIO 281, 282	BIOLG 145, 146	BIOL 213, 214
MAT 112, MAT 121, or higher approved math course	MTH 1003A, MTH 1003B, MTH 1003	MATH 120	MATH 112	MATH 166
PSY 103	PSY 1000	PSY 170	PSYC 101	PSY 161
ENG 101	ENG 1001	ENG 101	ENG 101	ENG 121
PHY 175, PHY 201 or higher	PHY 201	PHY 201	PHY 110, PHY 101	PHYS 140, PHY 141

Criminal Background Check

Sauk Valley Community College Health Professions utilize local health care facilities for student learning. These facilities implement background checks as a means to protect their clients/patients and have the right to extend this criterion to students who would be placed at their institution. Positive criminal background checks will be relayed to the clinical facilities to secure permission for you to participate in patient care at their institution. In the event that a student is denied a clinical practicum by a facility, alternatives for the student will be evaluated. In most cases, the student will be required to withdraw from the Health Professions Program.

The student is responsible for fees associated with the criminal background investigation and providing the requested information to Certified Background. The student will be required to sign a disclosure/release form.

Personal History Information

After notified acceptance into the Diagnostic Medical Sonography Program at Sauk Valley Community College, certain criteria will be required:

- Physical Examination

- Criminal background check
- CPR Certification (Health Care Provider)
- Drug Screening Test (depending on assigned clinical site)
- Documentation of the following immunizations
 - 2-step TB (current)
 - 2 MMR
 - Series of Hepatitis B shots or signed declination form
 - Varicella
 - Tdap
 - Influenza or signed declination form

NOTE: Evidence of physical and mental ability to effectively execute the duties of a Diagnostic Medical Sonographer will also be required.

SAUK VALLEY COMMUNITY COLLEGE
PHYSICAL ABILITY STANDARDS Health Professions Programs

The physical demands listed are representative of those that must be met to perform the essential functions in the clinical setting. Exceptions may be made to these requirements based on the principle of reasonable accommodation.

1. Must be able to:
 - a) have full range of motion of body joints and fine motor movements of the hands in order to perform finite tasks using the hands.
 - b) constantly stand, walk, reach, handle, feel and talk or hear, taste or smell.
 - c) frequently sit, carry, push, pull, balance and crouch.
 - d) frequently reach (i.e. 34 – 66% of the total working day, 2 2/3 – 5 ½ hours).
 - e) occasionally stoop and kneel.
 - f) rarely climb (i.e. 1 – 5% of the total working day, 1 – 24 minutes).
2. Must be able to:
 - a) constantly lift and/or move 35 pounds, 20 pounds and 10 pounds
 - b) occasionally lift and/or move 50 pounds
 - c) rarely lift and/or move 75 pounds.
3. Must have the ability to carry objects weighing up to 50 pounds daily.
4. Must be able to:
 - a) use the English language to communicate effectively in a clear concise manner in order to be easily understood.
 - b) write in a legible and understandable manner.
5. Must be able to:
 - a) see and hear or use prosthetics that will enable these senses to function adequately to ensure that the requirements of the position can be fully met. Must be able to possess far vision acuity, near vision acuity, and peripheral vision on a constant basis.
 - i) possess far vision acuity on an occasional basis, near vision acuity on a constant basis and peripheral vision on a frequent basis.
6. Maintain composure when subjected to high stress levels.
7. Adapt effectively to environments with high tension to ensure client safety.
8. Adapt to irregular working hours.
9. Respond quickly to emergency situations in an emotionally controlled manner.
10. Is subject to exposure to infectious waste, disease and conditions, including exposure to the AIDS and Hepatitis B viruses.

RADIOLOGY STUDENTS ONLY

11. Wear lead protective devices for extended periods of time.

6/95 Rev. 5/12; 5/14

Disability Statement

If you have a disability or suspect that you have one and want to request a classroom accommodation, it is your responsibility to contact the Disability Support Office. Reasonable accommodations will be made after verification from the Coordinator of Disability Support located in Room 1F27, or by calling 815-835-6246.

Plagiarism Statement

As noted in the Radiologic Technology Student Handbook and the Sauk Valley Community College Catalog: "Students at Sauk Valley Community College are expected to demonstrate qualities of morality, honesty, civility, honor and respect. Behavior which violates these standards for which discipline may be imposed includes, but is not limited to, the following:

1. Acts of dishonesty, including, but not limited to:
 - a. cheating, which includes but is not limited to:
 - 1) use of any unauthorized assistance, resources or materials in taking quizzes, tests or examinations;
 - 2) dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; or
 - 3) the acquisition, without permission, of a test or other academic material belonging to Sauk Valley Community College, to any department, or to any staff.
 - b. plagiarism which includes but is not limited to:
 - 1) use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgement;
 - 2) unacknowledged use of materials prepared by another person;
 - 3) use of any agency engaged in the selling of term papers or other academic materials.
 - c. furnishing false information to any College official, faculty member or office.
 - d. forgery, alteration or misuse of any College document, record, form, or instrument of identification.
 - e. alteration or sabotage of another student's work, such as tampering with laboratory experiments.
 - f. tampering with the election of any College-recognized student organization or the student trustee election.

A grade of "0" will be recorded for any assignment which involves plagiarism and further discipline may be imposed as outlined in the college catalog.

Non-Discrimination in Employment and Student Relations

Sauk Valley Community College is an equal opportunity employer and is committed to an effective policy of non-discrimination and equal opportunity in all employee and student relations. Except to the extent and subject to the exemptions permitted by law, no qualified employee or student shall be excluded from the employment or educational opportunity, be denied benefits, or be subjected to

discrimination on the basis of race, color, religion, national origin, ancestry, age, sex, sexual orientation (as that term is defined in the Illinois Human Rights Act), marital status, handicap, military status or unfavorable discharge from military service classified as RE-3 or the equivalent thereof.

Sexual Discrimination and Sexual Misconduct Policy (Title IX)

Sauk Valley Community College does not tolerate sex or gender discrimination, including sexual misconduct such as sexual harassment and sexual assault, stalking, and intimate partner violence. These behaviors are harmful to the well-being of our community members, the learning/working environment, and collegial relationships among our students, faculty, and staff. All forms of prohibited conduct under this policy are regarded as serious College offenses, and violations will result in discipline, including the possibility of separation from the College. State and federal laws also address conduct that may meet the College's definitions of prohibited conduct, and criminal prosecution may take place independently of any disciplinary action instituted by the College.

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex or gender in the College's programs and activities. The College will respond to complaints or reports about prohibited conduct with measures designed to stop the behavior, eliminate any such gender discrimination, prevent the recurrence of the prohibited conduct, and remediate any adverse effects of such conduct on campus or in College-related programs or activities.

SVCC encourages anyone experiencing sexual discrimination or misconduct to talk to someone about what happened, so support/resources can be provided and the college can also respond appropriately. A student wishing to report an incident or having questions about College policies and procedures regarding Title IX, should contact the College's Title IX Coordinator, more information:

<https://www.svcc.edu/about/policies/title-ix-policy.html>.

RECOMMENDATION FORM

The Sonography Candidate should complete the information below before submitting to the writer.

Candidate's Name

Last First Middle

"I authorize _____ to write a reference which will become a part of
my credential on file with the sonography program."

I voluntarily waive my right of access to this recommendation under Public Law 93-380 and the Regulations promulgated thereunder so that it may be kept confidential. If this waiver has not been signed, Public Law 93-380 and the Regulations promulgated thereunder permits the inspection of this recommendation by the candidate.

Signature of Applicant:

***Note to Applicant: Please provide the evaluator with an envelope addressed to Office of Health Professions, 173 IL Route 2, Dixon, IL 61021. The evaluator will mail the form directly to Sauk Valley Community College.**

This section must be completed by a professional reference source, i.e. employer, supervisor, co-worker, instructor, etc. (If you are inclined to list yourself as a **friend** please do not complete this recommendation. Return it to the applicant.)

1 How long have you known the applicant?

2 What is your professional relationship to the applicant?

3 Do you place full confidence in the applicant's integrity? Yes No _____ Please Explain: _____

4

Evaluate the applicant as Excellent (5) Above Average (4), Average (3), Below Average (2), Poor (1) in the following areas:

		5	4	3	2	1
a.	Oral Communication: Expresses self clearly with precision and accuracy.					

b.	Written Communication: Writes clearly with precision and accuracy. Uses correct grammar.					
c.	Academic Ability: Demonstrates academic competence and aptitude for curriculum.					
d.	Leadership: Takes initiative for own learning and holds self- accountable for performance. Motivates others.					
e.	Ethics: Displays honesty, integrity, and ethical behaviors.					
f.	Empathy: Demonstrates respect, sensitivity and tactfulness in interactions with others.					
g.	Reliability: Is dependable, responsible and prompt.					
h.	Judgment: Displays critical thinking skills, common sense and decisiveness. Learns from past experiences and transfers this learning to new situations.					
i.	Adaptability: Reacts appropriately to stress. Demonstrates control over own behavior.					
j.	Professional Appearance: Maintains good personal hygiene, appearance, and appropriate attire.					

Comments: _____

Date: _____

Address: _____

Print Name: _____

Signature: _____

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Comments:

Date:

Address:

Print Name:

Signature:

Position:

Phone: