

# APPLICATION PROCESS AT SUI

## 1: MEET the General Admission Requirements

All SUI students must:

- Be a current resident of California (valid government-issued I.D. is required).
- Be at least 18 years of age by the start of the program (to be verified with individual's current I.D.).
- Provide documentation of eligibility to work in the United States.
- Provide proof of appropriate educational requirements such as:
  - Copy of high school diploma or
  - Official high school transcript showing graduation date or GED or
  - Official translated and evaluated foreign secondary diplomas by NACES-approved agencies.

*Note: Official transcripts showing conferral of a bachelor's degree or higher may be submitted in lieu of proof of high school completion.*

## 2: MEET the Program Admission Requirements

### Diagnostic Medical Sonography and Cardiac Sonography Admissions Requirements:

- Meet the General Admissions Requirements.
- Hold an associate degree or higher in any field or discipline.
- Complete (defined as receiving a grade of "B" or higher) college-level prerequisite coursework:
  - **Physics** (3 semester credits)
  - **Communications** (3 semester credits)
  - **Mathematics** (3 semester credits)
  - **Human Anatomy & Physiology** (6 semester credits)

*Note: All courses must be completed by the end of the application window. SUI does not accept "Pass/Fail" or "Credit/No Credit" grades to fulfill admissions prerequisites. Courses must be a minimum of five quarter credits or three semester credits (with the exception of Anatomy and Physiology which must be six semester credits.) All prerequisite courses together must equal 25 quarter or 15 semester credits. For more detailed information regarding prerequisite guidelines, see our [SUI Prerequisite Course Descriptions](#).*

### MRI Technology, Radiologic Technology, Invasive Cardiovascular Technology Program Admission Requirements:

- Meet the General Admission Requirements.
- Program Prerequisites: None
  - Transfer Credit Guidelines
    - Courses are evaluated for transferability upon program acceptance and must be processed at enrollment.
    - There is a \$75 non-refundable evaluation fee for transfer credits.
  - To receive credit for the courses listed below, a letter grade of "B" or better must be completed within the last five (5) years from an accredited institution.
    - **Anatomy and Physiology** (3 semester credits)
    - **Medical Terminology** (2 semester credits)
      - ✓ For the MRI Program, Medical Terminology will not transfer if taken as a standalone course. Transferability is only granted when it is taken in addition to Anatomy & Physiology.
    - **English** (3 semester credits)
    - **Mathematics** (3 semester credits)
    - **Psychology** (3 semester credits) transferable to the MRI Technology program only

*Note: For more detailed information regarding transfer credit guidelines, see our [SUI Transfer Credit Guide](#).*

## 3: WATCH a Program-Based Webinar Information Session

Students who are interested in SUI programs should start the application process by watching a recorded program-based Webinar Information Session, included in all program announcements. During the session, applicants will learn about the history and accreditations of SUI, general and program admission requirements, program structure, and tuition cost breakdown. Additionally, applicants will be given an overview of the application process and obtain resources and tools that will allow them to make an informed decision about their career.

#### 4: REQUEST an Application Packet

After watching a recorded program info session, email [admissions@sui.edu](mailto:admissions@sui.edu) to request an Application Packet for your desired program.

#### 5: COMPLETE Online Application and SIGN Initial Documents

Once the Application Packet is received, applicants will be required to complete an Online Application. Applicants will then be prompted to review and sign the following initial documents through our student information system: Physical Demand Form and Distance Education Survey. During this step, applicants will also be required to upload a valid California ID/DL card.

#### 6: VERIFY Education

Based on the program for which they are applying, applicants must verify their education according to the Program Admission Requirements outlined in Step 2.

- **High School/GED Education Verification (All Programs)**
  - Requirement can be fulfilled by submitting either a high school diploma, GED certificate, or official high school transcripts.
  - If using a high school diploma or GED certificate to fulfill this requirement, applicants must scan the document, convert it to PDF format, and email it directly to [transcripts@sui.edu](mailto:transcripts@sui.edu).
  - If using *official* high school transcripts to fulfill this requirement, electronic transcripts are preferred and must be sent from the institution directly to [transcripts@sui.edu](mailto:transcripts@sui.edu).
  - SUI cannot accept transcripts directly from applicants, with the exception of in-person delivery of sealed transcripts.  
*Note: Official transcripts, from the institution, showing conferral of a bachelor's degree or higher may be submitted in lieu of proof of high school completion.*
- **Post-Secondary Education Verification (DMS, CS, and Transfer Credit Purposes)**
  - Requirement must be fulfilled by ordering *official* transcripts that include degree conferral. If the degree is not listed on the official transcript, the applicant must then submit a copy of the degree awarded.
  - Electronic transcripts are preferred and must be sent from the institution(s) directly to [transcripts@sui.edu](mailto:transcripts@sui.edu).
  - If submitting coursework for transferability evaluations (MRI, RT, & ICVT), official transcripts must be sent from the institution(s) directly to [transcripts@sui.edu](mailto:transcripts@sui.edu).

#### 7: TAKE Wonderlic Entrance Exam

Once SUI has verified that an applicant meets the educational requirements, an invitation to the Wonderlic Scholastic Level Exam (SLE) will be sent. The applicant will receive two attempts to successfully pass the SLE exam with a score of 24+. This exam is proctored online and is 8 minutes long. The test covers areas such as verbal reasoning, logical and deductive thinking, mathematics, and general knowledge, with a combination of 30 multiple-choice and fill-in-the-blank questions. If needed, the second attempt must be taken 24 hours *after* the first attempt. A waiting period of one year is required should the applicant not pass the exam. The exam results will be communicated via email within 24-48 hours.

#### 8: ORDER Background Check

Applicants are encouraged to order their background check as soon as possible, as the processing time can take 7-10 days. SUI cannot admit students into its programs without a cleared background check.

- All background checks must be ordered through CastleBranch, using a package code provided by SUI as part of the application packet.
- Applicants are responsible for covering the cost of the background check.

*Note: You will be automatically disqualified from moving forward with the application process at SUI, should a DUI or misdemeanor appear on your records. If an applicant has concerns about their eligibility to sit for the registry examination, we strongly recommend contacting the Ethics Department of either ARRT, ARDMS, or CCI.*

#### 9. SUBMIT Documents

Applicants must upload the following documents to our student information system. All documents must be uploaded in PDF format, as individual documents.

**Document Name Example: "Statement of Intent – Jones.pdf"**

- **Resumé**
- **Statement of Intent**
- **Two Recommendation letters**
- **Physical Examination & Medical History Form**
- **Observation or Interview Form**

## **10. GROUP INTERVIEW**

All qualified applicants will then receive an invitation to the Group Interview. The interview will be conducted either in-person or virtually and will include approximately 7-15 applicants. A panel of 3-5 SUI staff members will be present to facilitate and evaluate the session.

## **11. SELECTION PROCESS**

Application status will be shared via email, based on the program application window timeline. The final admissions decision is determined by the following evaluative criteria:

- Post-Secondary Education
- Healthcare Background
- Wonderlic Scholastic Level Exam score
- Submitted Documents
- Admissions Evaluation
- Group Interview

## **12. ENROLL**

Students accepted into the program must be prepared to submit immunization and vaccination records, complete enrollment documents and financial agreements, and attend the mandatory New Student Orientation before the program start date.