Central Ohio Technical College
DMS SPECIAL ENROLLMENT

COTC offers an option for sonographers to enroll in DMS courses without being enrolled in the selective DMS program. Sonographers interested in taking a DMS course(s) either as a "refresher" or who would like to cross-train into a different sonography specialty, must hold an active RDMS, RVT or RDCS credential with the American Registry of Diagnostic Medical Sonographers (ARDMS) or hold an active RVS, RCS credential with CCI, must be employed as a sonographer at the time of enrollment and/or have the permission of the Program Director. Non-COTC alumni may be required to meet with the Program Director prior to enrollment.

Students approved for enrollment may select from the courses listed below. Only students enrolled in the selective DMS program may register for clinical courses due to compliance with clinical affiliation agreements and CAAHEP/JRC-DMS accreditation standards.

Available Courses:

- DMS-315 Vascular Techniques Scan Lab
- DMS-305 Survey of Vascular
- DMS-313 Abdominal Techniques Scan Lab
- DMS-303 Survey of Abdomen
- DMS-306 Fetal Echocardiography
- DMS-314 Echo Techniques Scan Lab
- DMS-304 Survey of Echo
- DMS-325 Vascular Techniques Scan Lab II
- DMS-307 Survey of Musculoskeletal
- DMS-316 GYN Techniques Scan Lab
- DMS-312 Abdominal Vascular Techniques Scan Lab
- DMS-335 Vascular Techniques Scan Lab III
- DMS-415 Breast Sonography
- DMS-317 Breast Techniques Scan Lab
- DMS-411 Pediatric Echocardiography
- DMS-410 Pediatric Echo Lab

Non-Program students have the choice to either "AUDIT" courses or receive "CREDIT" for the course(s). Whether an audit or credit, enrollment is dependent on classroom space and priority is given to program students.

Step-by-Step Registration Instructions for: COTC GRADUATES / ALUMNI

- If you graduated from COTC >1 year ago, you need to complete a new COTC application.
- After you complete the application, your COTC account will be activated and you will receive an email from COTC with your USERNAME & PASSWORD.
  Your log-in information will give you access to the COTC student portal.
- Follow the instructions provided by COTC to set up your COTC email account.
- Once you have your COTC email account set up, send an email to the DMS Program Director listing the specific course(s) you would like to be registered for and she will send permission for you to register to your advisor.
- Program Director Melinda Brillhart: brillhart.19@mail.cotc.edu
- Your tuition must be received 1 week before your course(s) begin. Tuition reimbursement through your employer may be available.

Step-by-Step Registration Instructions for: NON-COTC GRADUATES

- Apply online to COTC.
  - For your education goal, please select "Take only a few classes to upgrade my skills."
- After you complete the application, you will receive an email from COTC with your USERNAME & PASSWORD.
  Your log-in information will give you access to the COTC student portal.
- If you have taken courses at an accredited college (other than COTC) please request to have your transcripts sent to COTC.
- After you have been accepted, follow the instructions provided by COTC to set up your COTC email account.
- Once you have your COTC email account set up, send an email to the DMS Program Director listing the specific course(s) you would like to be registered for and she will send permission for you to register to your advisor.
- Program Director Melinda Brillhart: brillhart.19@mail.cotc.edu