



Getting Started

This document is a guide for students interested in joining the Polysomnographic (Sleep) Technology Program offered at Southern University at Shreveport (SUSLA). Students can either print off the checklist or complete it digitally.

- ☐ **1. Become a SUSLA Jaguar!** (See the [Admissions Home Page](#) for more Information)
 - Review the [Admission Requirements](#) for Freshman or Transfer-Students.
 - Complete the applicable [Admission Forms](#).
 - Apply to the University ([Online Application](#)).
 - If you need assistance, submit a [Student Help desk Ticket](#).
- ☐ **2. Complete all prerequisite Courses** (Reference the [Degree Plan](#) for more Information)
 - A minimum grade of "C" is required in all Pre-requisites. ("p" grade will not be accepted)
 - A Cumulative GPA of (2.0) or better is required.
 - You cannot be on Suspension or Academic Probation.
 - Any course taken outside of Seven Years MUST be approved by the Program Director and Divisional Dean.

RPSGT Credential holders have the option of substituting some course work by submitting proof of their experience & registry certification. Contact the program director for more information.

Notice:

Completing the Application requirements does not guarantee admission. Admission to the polysomnography technology program is competitive according to weighted criteria (Reference Application Packet)

Applying to the Program

- ☐ 1. Send transcript(s) to the program director for review.
- ☐ 2. Complete the pre-entrance interview with the Program Director.
- ☐ 3. Complete the **Polysomnography Technology Program Application packet**.
- ☐ 4. Pay The Application Fee (\$40.00).
 - Students can pay the \$40.00 fee via credit card by calling the SUSLA Cashier's Window @318-670-6000 – Option 4 (Direct line 318-670-9305) OR by (cash/ money order/ credit card) at the Cashier's Window located on the main campus on Martin L. King, Jr. Drive. **(DO NOT SEND PAYMENT TO THE PROGRAM OFFICE)**
- ☐ 5. Submit Proof of payment for Application Fee (\$40) to the Program Director.
- ☐ 6. Turn in All Forms from the Program Application Packet.
- ☐ 7. Submit a copy of your HESI Exam Results.
 - **Cost of Exam: \$65.00 (ALL TEST FEES ARE NONREFUNDABLE)**
 - Students may pay \$65.00 fee (credit card) by calling the SUSLA Cashier's Window @318-670-6000 – Option 4 (Direct line 318-670-9305) OR pay (cash/money order/ credit card) at Cashier's Window located on the main campus on Martin L. King, Jr. Drive.
 - After payment, email a copy of your paid SUSLA receipt to Ms. Precious Phillips precious.phillips@sus.edu to schedule exam date – Phone 318-670-9690—Metro Center, Room #105
 - A copy of paid receipt must be submitted (via EMAIL) prior to entering testing center.
 - Arrive at least 15-20 minutes early to gain admission to the Testing Center Metro Center, Computer Lab, Rm 102-B located at 610 Texas St.

Next Steps (If Accepted into the program)

- ☐ Submit a Physical Exam completed by your Primary Care Physician (PCP)
- ☐ Satisfy all immunization requirements (*See Section Below*)
- ☐ Pass the background check by an approved provider of the program.
- ☐ Consent & pass a drug screening by an approved provider of the program.
- ☐ Provide Proof of medical Insurance. (*Must have coverage for the duration of the program.*)

Immunization requirements

- ☐ **1.** Tuberculosis Test-Negative PPD with the last six months or negative chest x-ray less than one year old
- ☐ **2.** Proof of Vaccination or Immunity for MMR and Varicella. (Or a Positive titer)
- ☐ **3.** Current FLU Vaccination
- ☐ **4.** Hepatitis “B” Vaccination or declination form
- ☐ **5.** Tetanus Shot (Less than ten years)
- ☐ **6.** Proof of COVID Vaccine or exemption form (If Applicable)

NOTICE:

Concerning immunization requirements, Clinical sites reserves the right to prohibit students from completing clinical shifts at their facility. This is usually done on the basis of health concerns & safety of their employee's and patients as in accordance with their standing policies.

We will try to accommodate students that are unable or choose not to obtain certain immunizations. However, due to the nature of working in healthcare, we cannot guarantee that you will be able to meet your clinical hour time requirements without obtaining the necessary immunizations.

We are **FOR** **YOU!**