

Application to Medical Laboratory Technician Program

Name: _____
(Please print) Last First MI

Address: _____
Street City State ZIP

Telephone Number: _____ SCC Student ID: _____

Circle campus preference: **Faribault** **North Mankato**

Listed below is the criterion for admission to the MLT program. In order to be fully considered as an applicant for the Fall 2019 MLT program, individuals must meet the following requirements:

- Be fully admitted to South Central College as of May 31st, 2019
- Demonstrate they are in good academic standing at the college
- Complete this application in its entirety and turn it into Stacy Hohenstein, no later than 4:00 pm CST on May 31st, 2019. Incomplete applications will not be considered. No exceptions.
 - Applications can be submitted via:
 - Email: stacy.hohenstein@southcentral.edu
 - Mail: Stacy Hohenstein, 1920 Lee Blvd, North Mankato, MN 56001
- Students attempting to apply **after the May 31st deadline** will automatically be placed on a waiting list for the next available fall start date. If a space is available and a student qualifies for it after all other applicants that submitted their applications before April 1st are evaluated, the MLT program director may offer a seat to the next eligible student on the waiting list. This is not a guaranteed opportunity so it is important to turn in the MLT application by May 31st at 4:00 pm CST.

Students applying for the MLT program will be evaluated on the above items as well as a point system. Please see notes about the point system on the third page of this document.

Section A: Evaluation of cumulative college record GPA

1. The MLT program coordinator or designee will review and evaluate all available college transcripts to calculate a cumulative college record GPA. All courses that were completed at any college or university will be used in this calculation. If you have only attended South Central College prior to applying to the MLT program, we will only evaluate your SCC transcripts.

Office Use Only:

Cumulative college record GPA: _____ Points Awarded: _____

Section B: Pre-requisite MLT program requirements:

1. **Any technical courses used for the MLT program should be within 5 years of May 1, 2019 for Fall 2019 semester admission.** If you have a previous college degree and/or have health-care experience, but have older technical college credits, please contact the program coordinator for a possible waiver of the 5 year requirement.
2. Applicants transferring courses to SCC from another institution **MUST have an official transcript on file in the Student Affairs Center by May 1st** (or the Monday following May 1st if the 1st falls on a weekend) in order to be considered for a fall start.
3. You may submit an application if you have courses in progress; however, completing courses in spring/summer semesters before a fall semester start **may be too late** for the acceptance process if the number of qualified applicants exceeds the number of available seats. Any in progress coursework must be completed prior to beginning the MLT program.

Pre-requisite MLT Courses

Course/Requirement	# of credits	List the earned grade for this course	List the year this course was completed (or write "currently registered" if you are currently registered for that course)	List the college this course was completed at:
Medical Terminology (HC 1000)				
Laboratory Techniques and Orientation (MDLT 1810)				
Introduction to Chemistry (CHEM 108) Or Chemistry for the Health Sciences (CHEM 110)				
Human Biology (BIOL162)				

Office Use Only:

MLT Pre-Requisite GPA: _____

Points Awarded: _____

Thank you for your application to the MLT program at South Central College.

Notifications regarding acceptance to the program will be sent **via email** to the account(s) listed on your official application to South Central College after June 1st, 2019 for students that have completed all Pre-MLT requirements upon application to the full MLT program.

Students that are still completing Pre-MLT courses during Spring 2019 will be notified of their status after Spring 2019 semester ends and grades are posted (approximately May 11th, 2019)

Students that are still completing Pre-MLT courses during Summer 2019 semesters will be notified of their status after the Summer 2018 semester ends and grades are posted (approximately July 27th, 2019).

All applicants to the MLT program will receive their application results no later than August 10th, 2019.

Signature: _____ Date: _____

*Keep a copy for your records and return the **original** application form to Stacy Hohenstein.*

Applications can be submitted via:

Email: stacy.hohenstein@southcentral.edu

Mail: Stacy Hohenstein, 1920 Lee Blvd, North Mankato, MN 56001

Medical Laboratory Technician Program Application Evaluation Guide

The Medical Laboratory Technician program at South Central College requires a separate application to its program once a student has met the program's pre-requisite requirements. Students applying to the program have between January 1st and May 1st (or the Monday following May 1st if May 1st falls on a weekend) to submit an application to the MLT program for evaluation.

Students requesting to be reviewed for acceptance into the MLT program will be evaluated based on the following information:

- Be fully admitted to South Central College as of May 1st, 2017
- Demonstrate they are in good academic standing at the college
- Complete the application completely and on time to turn it into Stacy Hohenstein no later than 4:00 pm CST on the deadline
- Last two semesters of course work's cumulative GPA
- MLT Pre-Requisite GPA

Points Key:

College Cumulative/MLT Pre-requisite GPA (4.0 system)	Points Awarded
4.0	4
3.5-3.99	3.5
3.0-3.49	3
2.5-2.99	2.5
2.0-2.49	2
GPA's below 2.0	0

NOTE: The college/university is asking you to provide information that includes private and/or confidential information under state and federal law. The college/university is asking for this information in order to process your application. You are not legally required to provide the information the college/university is requesting; however, the college/university may not be able to effectively process your application if you do not provide sufficient information. With some exceptions, unless you consent to further release of private information, access to this information will be limited to school officials, including faculty who have legitimate educational interests in the information. Under certain circumstances, federal and state laws authorize release of private information without your consent:

- To other schools in which you seek or intend to enroll, or are enrolled;
- To federal, state or local officials for purposes of program compliance, audit or evaluation;
- As appropriate in connection with your application for, or receipt of, financial aid;
- To your parents, if your parents claim you as a dependent student for tax purposes;
- If the information is sought with a subpoena, court order, or otherwise permitted by other state or federal law, and
- To an organization engaged in educational research or an accrediting agency.

Minnesota State Colleges and Universities abide by the provisions of Title IX and other federal and state laws forbidding discrimination on the basis of sex, race, color, national origin or handicap and all other state and federal laws regarding equal opportunity. This document can be made available in alternate formats, such as large print or cassette tape, upon request by calling one of the numbers below.

If you have been arrested, charged or convicted of any criminal offense, you should investigate the impact that the arrest, charge or conviction may have on your chances of employment in the field you intend to study or on your chances to obtain federal, state, and other higher education financial aid.

This information can be made available in alternative formats such as Braille, large print or cassette tape, upon request. For further information, contact us at 507-332-5847 (Faribault) or 507-389-7222 (North Mankato).