Medical Laboratory Technology Program
APPLICATION CHECKLIST

The following is intended as a general guideline to make sure you have completed the necessary steps to apply to the Medical Laboratory Technology (MLT) program. It is the applicant's responsibility to ensure that all items arrive to the Health Profession's office *prior to the March 31 deadline*. Early admission is encouraged for advising purposes. Please understand an applicant may have unique circumstances, which may require further documentation or verification, in which case the applicant may be asked to furnish additional information. Every effort will be made to provide clear instructions to applicants needing to provide such information.

❑ Laurel Ridge college application

❑ Laurel Ridge placement tests (if required) and completion of any developmental work that may be identified by the placement test.

❑ Meet certain computer competencies or successfully complete ITE 115 prior to entering the MLT program.

❑ A GPA of 2.5 or higher based on the twelve most recent college credits completed by the end of fall semester prior to submitting an MLT application. A GPA lower than 2.5 will be considered on a case-by-case basis.

❑ Completion of pre-requisite courses, or equivalent, with a "C" or better. Students currently enrolled in pre-requisite courses may apply; acceptance into the program will be contingent upon passing the courses with a "C" or better prior to entering the MLT program.

   o SDV 100 or SDV 101: College Success Skills (1cr.)
   o BIO 141: Human Anatomy and Physiology I (4cr.)
   o BIO 142 : Human Anatomy and Physiology II (4cr.)
   o ENG 111: College Composition I (3cr.)
   o MTE 1-9, or equivalent

❑ Complete MLT program application

❑ Two completed reference forms – one personal and one professional reference – included in application packet. Please sign waiver to acknowledge that you have not seen the reference.

❑ Official high school transcript or GED certificate on file with Laurel Ridge

   o *Unofficial high school transcript or GED certificate must be included with the MLT Program application*

❑ A current copy of your unofficial Virginia Community College System (VCCS) transcript, included with the MLT Program application

❑ Official college transcripts from all other colleges attended, on file with Laurel Ridge

   o *Unofficial college transcript included with the MLT Program application*

❑ Keep Office of Health Professions informed of all name, address, email, and phone number changes. (*Health Professions database for all program mailings is separate from the college*)

For more information: Kate Gochenour, MLT Program Director
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