

## ***APPLICATION GENERAL INFORMATION***

Deadlines to submit completed application for review are:

Fall quarter:	July 1 <sup>st</sup>
Winter quarter:	October 1 <sup>st</sup>
Spring quarter:	February 1 <sup>st</sup>

Applying using the application process does not guarantee admission to the MLT program for the following quarter.

Being admitted to De Anza College does not imply admission to the MLT Program.

De Anza College is an open access institution. Acceptance to the MLT Program is first come/first serve based on completion of all prerequisites and the number of clinical training sites available each quarter.

## ***APPLICATION CHECKLIST***

- ☐ Completion of Section A (MLT Prerequisite Coursework)
- ☐ Course Transcripts
- ☐ Completed and signed application (Section B)
- ☐ Signed copy of Essential Functions/Technical Standards Form (Section C)
- ☐ Copy of CA Phlebotomy Technician I or II License

• MUST STAY CURRENT THROUGH CLINICAL TRAINING

- ☐ I attended a MLT Information Meeting on \_\_\_\_/\_\_\_\_/\_\_\_\_

## ***APPLICATION NOTES***

- 1) All prerequisites must be completed with a C or better in each course.
- 2) If you have a disability, it is your responsibility to contact the De Anza College Disability Support Services (408) 864-8753 or <http://www.deanza.edu/dsps/> to arrange appropriate academic adjustments.
- 3) A criminal background check and drug testing may be required prior to starting clinical training; this requirement varies by site.

## SECTION A

### MLT Prerequisite Coursework

Each prerequisite course must be completed with a letter grade C or better.

Prerequisite Course	Semester/Quarter and year taken	College	Course name and number	Letter grade	MLT Program use only.
BIOL 40A Human Anatomy and Physiology or BIOL 6A					
BIOL 40B Human Anatomy and Physiology or BIOL 6B					
BIOL 40C Human Anatomy and Physiology or BIOL 6C					
CHEM 30A Inorganic Chemistry					
CHEM 30B Organic Chemistry					
BIOL 26 Introductory Microbiology					

If your prerequisites are not complete or, you did not receive a C or better in each course then you are not eligible to apply. **If you do not meet the criteria you should not continue with the application.** Do not mail in your application to the MLT Program Director at this time.

## SECTION B

# De Anza College Medical Laboratory Technician Program Admission Application

**Instructions:** Students wishing to enter the Medical Laboratory Technician Program should complete the following Admission Application.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ City/Zip \_\_\_\_\_

Email address (Primary source of communication):  
\_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

I am applying to the MLT Program: (please check)

- ☐ For the first time
- ☐ Reentering after a leave of absence from an earlier admission date
- ☐ Entering for the first time as an advanced student (This option is determined after discussion with the MLT Program Director.)

Level of education completed based on US equivalency:

- ☐ Associates Degree   ☐ Baccalaureate Degree   ☐ Masters Degree

**Briefly describe any previous laboratory experience. Please include primary job duties and functions (Use additional page if necessary).**

**List at least one Emergency contact.**

Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

**Return completed form by appropriate application date (see page 1) to:**

Debbie Wagner, MT(ASCP), CLS  
MLT Program Director  
De Anza College  
21250 Stevens Creek Blvd.  
Cupertino, CA 95014  
wagnerdebbie@deanza.edu

Applicant's signature: \_\_\_\_\_ date: \_\_\_\_\_

## ***Essential Functions/Technical Standards***

Technical Standards are the essential non-academic minimum requirements of the program that a student must meet, with or without reasonable accommodation, in order to successfully participate in the MLT program and graduate. The MLT Program does not discriminate on the basis of race, religion, color, national origin, marital status, sex, sexually orientation, age or disability.

Candidates for admission into the clinical laboratory technician program must possess abilities and skills in these areas including: observation, communication in English, motor function, intellectual, conceptual, integrative and quantitative abilities and behavioral and social skills. Each program applicant to the program must attest that they can meet the abilities and skills listed below before entry into the program.

### **Essential Skills Requirements**

#### **Observation:**

- An applicant must have the ability to participate actively in the classroom demonstrations, lectures, student laboratory and clinical practicum sessions. He/she must have the ability to see projected images and discriminate color variations in slide and computer format, as well as under a microscope

#### **Communication:**

- The applicant must be able to communicate in English with instructors, fellow students, patients and other members of the health care team. He/she must be able to write and transmit information clearly, accurately and efficiently.

#### **Motor Function:**

- The applicant must have sufficient motor function to perform a variety of basic and advanced laboratory testing. These may include manipulation of a variety of pipettes, microscopes, phlebotomy equipment, laboratory equipment and supplies

#### **Intellectual, Conceptual, Integrative and Quantitative Abilities:**

- The applicant must be able to master basic science and clinical laboratory information presented in lecture and laboratory curriculum. He/she must also be able to measure, calculate, reason, analyze, evaluate and synthesize laboratory information/data. Problem solving and interpretation of patient laboratory data is critical to all laboratory practitioners. The applicant must be able to decide when to seek supervisory help in a clinical setting

#### **Behavioral and Social Skills:**

- The applicant must be able to exercise good judgment in the lecture, laboratory, and clinical settings. He/she must be able to complete tasks on time in mature, sensitive, and effective manner with instructors, coworkers, patients and other members of the health care team. He/she must be able to work under both relaxed and stressful emergency situations, prioritize tasks, and be able to make correct judgments with regards to patient results. Applicants must be able to be flexible with scheduling and be able to adapt to changing environments in the laboratory. Other professional attributes include: dependability, self-motivation and initiative, maturity, confidentiality and concern for others

These Essential Functions/Technical Standards identify the requirements for admission, retention, and graduation of applicants and students in the program. I certify that I have read and understand the De Anza College MLT Program's Essential Functions/Technical Standards for admission and that I meet each of them with or without reasonable accommodation.\*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print or typed name: \_\_\_\_\_

\* If accommodation is needed, the applicant should contact Disability Support Services: (408)-864-8753 or [www.deanza.edu/dsps/](http://www.deanza.edu/dsps/) to arrange appropriate academic adjustments. All requests will be held in confidence.