



North Idaho College

MEDICAL LAB TECHNOLOGY PROGRAM

SPRING 2021 APPLICATION PACKET

**A priority application period is set for July 27, 2020 – October 15, 2020.
After this date, the program will remain open until filled
with a final closing date of November 12, 2020.**

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Mail, email, or deliver application materials to: North Idaho College, Cardinal Central Office (Lee-Kildow Hall), 1000 West Garden Avenue, Coeur d'Alene, ID 83814.

North Idaho College Medical Lab Technology (MLT) Program Application Checklist

This sheet is provided to ensure that your application is complete and does not need to be included with your application. All application materials must be received in the Cardinal Central Office **no later than 5:00 PM on Thursday, November 12, 2020**, unless otherwise indicated.

Application to North Idaho College Complete Incomplete

If you are not an enrolled student at North Idaho College (NIC) in fall 2020, you must complete a Spring 2021 NIC application via the 'Apply Now!' link on the [NIC Cardinal Central](#) website.

Medical Lab Technology Program Application Complete Incomplete

This MLT program application must be complete. You can find and download the printable Medical Laboratory Technology application packet on the [NIC Cardinal Central](#) website.

Official High School Transcript/GED for *current Dual Enrolled Students* Complete Incomplete

If HS program or GED is in progress, then the final HS transcript or GED must be received prior to starting MLT courses, if accepted.

College Transcripts Complete Incomplete

ALL official college and military transcripts must be received in the Cardinal Central Office. Please be aware that transcripts are not retained for a long period of time and you may need to reorder transcripts. Only courses that appear on official transcripts at the application deadline will be used to determine points for admission. Applicants using ACT, SAT, or NIC English placement assessment scores to meet the English course requirement must submit a paper copy of the scores if the course credit does not appear on the transcript. Test scores are valid for four years from the test date.

Personal Statement Complete Incomplete

A personal statement stating your reason for applying to the Medical Lab Technology Program is required. Please also make your case for why you will be successful in the MLT Program.

Current Schedule Complete Incomplete

Applicants (including Dual Enrolled students) who are enrolled in prerequisite courses in fall 2020 in a school **other than** North Idaho College must submit a copy of their current schedule and complete the enclosed **Prerequisite Course Information Sheet**. This will validate eligibility to meet all prerequisites. Applicants should keep a copy of this form to remind them of important transcript due dates.

Statement from Medical Lab Technology Program Complete Incomplete

Applicants who have attended any Medical Lab Technology program other than NIC must submit a letter of good standing from their previous institution. The statement must be on program letterhead and signed by an instructor or administrator of the program(s).

IMPORTANT ADDITIONAL INFORMATION:

It is the applicant's responsibility to ensure that all required information is submitted and received in the Cardinal Central Office and that documentation of all requirements is included in the application. All materials must be received in the Cardinal Central Office no later than 5:00 p.m. on Thursday, October 15, 2020 to meet the priority application deadline. After this date, application materials will only be processed if program seats are available. No application materials will be accepted after November 12, 2020.

Applicants may verify documents received on their **MyNIC** account. Once you log into your **MyNIC** account, select **Self Service** under the **Services** area. Once you are within **Self Service**, on the left-hand side panel, select the person avatar icon (**User Options**) and select **My Documents**. If the **Status** column says **Not Received** for the **Requesting Office of Admissions**, we will need that document for your program file. No verbal or other written verification will be given. No recognition is given for requirements/courses without documentation.

- It is highly recommended that applicants with transfer credits view their transcript evaluations before the application deadline to ensure that they have courses which meet the prerequisite admission requirements for the Medical Laboratory Technology Program at North Idaho College. The transcript evaluation may be viewed on the applicant's MyNIC account. Once logged into your MyNIC account, at the top of the screen in the **Search** box type '**Transcript Credits**' and find the search result for **View Transfer Credits**.
- Applicants using AP, CLEP or other test scores for a course to meet a degree requirement must submit a paper copy of the scores if the test score is not listed on the transcript. SAT or ACT Test scores are valid for four years from the test date.
- Completion of background check will be required upon acceptance.
- Completion of drug screening may be required before starting clinical placement.
- If accepted into the program, the applicant will be required to attend a **mandatory program orientation on Friday, December 18, 2020 from 8:00 a.m. - 2:00 p.m.** on the North Idaho College campus. Students will be notified of the specific location when they are accepted into the program.
- Please know, schedules, deadlines and conditions are subject to change based upon unforeseen developments surrounding COVID-19.



North Idaho College

Application for Admission - Spring 2021 Medical Lab Technology Program

North Idaho College Student Identification Number _____

Name _____
Last First Middle Preferred Name

Other Names Appearing on Records _____

Current Mailing Address _____
Street Address City County State Zip

Phone _____ E-Mail _____

Education

High School Diploma: yes ___ no ___ GED: yes ___ no ___

Please list **all** Colleges attended:

Name of College, Trade School, etc.	City & State	Dates Attended	Grad. Date	Degree/#Credit Earned

Cardinal Central must receive official transcripts by the application deadline.

Military: Active _____ Veteran _____ Other _____
(DD 214 will be required after initial applicant screening)

Please read and sign

- I hereby certify that the information contained in this application is true and complete to the best of my knowledge.
- I understand that any misrepresentation or falsification of information is cause for denial of admission or expulsion from college.
- I understand that upon acceptance into the Medical Lab Technology Program, a criminal background check will be required for participation in clinical rotations. Violations which appear on the background check may result in denied access to clinical sites and, therefore, inability to complete the Medical Lab Technology Program.
- I understand that a felony conviction may result in denied access to clinical sites and, therefore, inability to obtain employment in my desired healthcare field.

Applicant Signature

Date

The Medical Lab Technology Program is committed to diversity and has a selection process which does not discriminate on the basis of race, color, religion, national origin, sex or age.

Prerequisite Course Information Sheet

Students (including Dual Enrolled students) currently enrolled or planning to enroll in prerequisites at schools **other than** North Idaho College must complete this information sheet. This sheet **and** documentation of enrollment in the prerequisites listed below must be submitted with the application in order to provide evidence of eligibility.

Student Name _____

Prerequisite course/s I am currently taking: _____

Name of college _____

Course/s will be complete on (date) _____

The course/s is/are being offered in a _____ quarter _____ semester system. (Check one)

Evidence of registration for prerequisite courses must be submitted to Cardinal Central on or before **October 15, 2020 to be considered for the priority application deadline.**

Transcripts for all prerequisite courses not completed at NIC must be received in Cardinal Central by **October 15, 2020 to be considered for the priority application deadline.**

After this date, application materials received will only be processed if program seats are available. No application materials will be accepted after November 12, 2020.

North Idaho College Medical Lab Technology Program Point System for Admission Selection – Spring 2020

- A. Prerequisite courses (see Points Calculation Sheet) with a minimum grade of C/2.0 in each course.
- B. Points will be awarded for grades earned in courses appearing on the official transcript(s) at the application deadline and that meet the requirements for the MLT Program.
- Courses with grades of **P** (pass) or **S** (satisfactory) or courses that have not received a grade due to advance placement scores will be awarded 3 points.
 - Courses which have been documented as **waived** do not receive grades or credits and will not be awarded points, but will be accepted as meeting program requirements.
 - Course in-progress at the time of the application deadline receive no points.
- C. **1 point** will be awarded to residents of Idaho's five northern counties. Residency status will be determined based on information submitted on the North Idaho College application.
- D. **1-3 points** will be awarded for a Personal Statement indicating your interest in the program and reasons why you will be successful.
- 3 points = Clear, concise, compelling statement
 - 2 points = Some problems with reasoning, grammar and spelling.
 - 1 point = Poorly written statement.
- E. **5 points** for Medical Laboratory Experience
3 points for Other Laboratory Experience
Experience must be documented by a letter on official company letterhead and signed by your supervisor.
- F. Additional Information:
- The GPA for program eligibility will be calculated on courses that meet degree requirements for the Medical Lab Technology Program, which have been completed with a grade of C/2.0 or higher.
 - In the event there are applicants with an equal number of points, and the number of applicants (who are tied) outnumber the remaining open positions in the program, the following system will be used to determine who is selected:
 1. Applicants with an equal number of points (tied) who have provided appropriate documentation of military service will be put at the top of their point category. If there continues to be a tie, then:
 2. GPA, as defined above, will be used to rank the remaining tied applicants. If there still continues to be a tie, then:
 3. A random drawing of all the remaining tied applicants will be held for the final seat.

Medical Laboratory Technology Sample Application Points Calculation Sheet

Name _____ Student ID _____

Shaded courses = Minimum prerequisites to apply and must be completed by application deadline.

All other prerequisite courses should be in-progress at the time of application deadline and completed by the program start. Required prerequisite courses are assigned points in the competitive-entry application process, thus an applicant with all prerequisites completed at the application deadline may have higher point eligibility than an applicant who has not yet completed necessary prerequisite course(s). **A "P" or Passing grade = 3 points.**

Total Possible Points: 61

Prerequisite Courses	Grade	Scale	Points
BIOL-175 (Human Biology) <u>or</u> BIOL-227 (Human Anatomy and Physiology I)		A = 8 B = 6 C = 4	
GEM MATH-143 (College Algebra) or higher GEM 3 MATH		A = 8 B = 6 C = 4	
CHEM-101 (Introduction to Chemistry) <u>or</u> CHEM-111 (General Chemistry I)		A = 8 B = 6 C = 4	
ENGL-101 (Writing & Rhetoric I)		A = 4 B = 3 C = 2	
BACT-250 (General Microbiology)		A = 8 B = 6 C = 4	
COMM-101 (Fundamentals of Oral Communication)		A = 4 B = 3 C = 2	
CHEM-112 (Principles of General College Chemistry II) <u>or</u> CHEM-275 (Carbon Compounds)		A = 8 B = 6 C = 4	
PSYC-101 (Intro to Psychology)		A = 4 B = 3 C = 2	
Additional Points Awarded			
Residency in Idaho's 5 Northern Counties __ Benewah __ Bonner __ Boundary __ Kootenai __ Shoshone		1	
Personal Statement indicating your interest in the program and reasons why you will be successful. 3 points = Clear, Concise, Compelling Letter 2 points = Some problems with reasoning, grammar and spelling 1 point = Poorly written		1-3	
Medical Laboratory Experience = 5 points Other Laboratory Experience = 3 points		3-5	

Total Points _____

GPA Calculation _____