

**MEDICAL LABORATORY TECHNICIAN PROGRAM**  
**APPLICATION FOR ADMISSION & CHANGE OF AREA**  
**For Currently or Formerly Attending NCC Students Only**

Name \_\_\_\_\_ N# \_\_\_\_\_ Email Address: \_\_\_\_\_  
                     Last                      First                      M.I.  
 Address \_\_\_\_\_  
                     Number and Street                      Town                      State                      Zip  
 Phone (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_  
                     Home                      Cell                      Current Area of Concentration

High School Attended \_\_\_\_\_ Year of HS Graduation: \_\_\_\_\_

Other College(s) Attended ____ None, or list below:	Degrees Held ____ None, or list below:	Total Credits	CUM. AVG.

**ADMISSION REQUIREMENTS:**

**Before applying to the MLT Program, the following courses must be completed with a C (70) or better.**

SUBJECT	REQUIREMENT	GRADE	INSTITUTION	DATE
Math	High School Math or a MAT elective			
Biology	High School Biology or AHS 131			
Chemistry	High School Chemistry or CHE 107 (or higher)			

**Please Note:**

- A copy of your NCC college transcript from Banner and other college transcripts (if applicable) must be included with this application. A copy of your High School transcript is recommended.
- Attach a type-written essay (one paragraph) describing why you wish to enter the field of laboratory science.
- Applications for the upcoming fall semester must be submitted no later than **March 7<sup>th</sup>, 2023**. Late applications will be considered if space is available.
- An interview is required and should be scheduled by Renee Chin at [Renee.Chin@ncc.edu](mailto:Renee.Chin@ncc.edu) before **March 10<sup>th</sup>, 2023**.

My signature below indicates that I have read and understand all deadlines, requirements, and evaluation methods described on both sides of this form. I further understand that entrance into the Medical Laboratory Technician program is highly competitive and that there is no guarantee of admittance.

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 MLT Faculty Advisor Signature

\_\_\_\_\_  
 Date

## CHANGE OF AREA TO MEDICAL LABORATORY TECHNICIAN

Currently attending students seeking entrance into the Medical Laboratory Technician program must complete this APPLICATION FOR ADMISSION AND CHANGE OF AREA FORM to the MLT Program and submit their NCC and other college academic transcripts. If you are currently a non-degree seeking student, you must fill out a Degree-Seeking Application on the NCC website. You are not required to pay an additional application fee.

It is recommended that transfer students have a minimum of 11 credits in courses required for the program, including AHS 131, CHE 131, and a MAT elective. All science courses must have been taken within the last six years. Chances of admission are increased for applicants who have completed some or many of the courses that are part of the program (listed below). Transfer applicants must be in good academic standing at their previous college.

Course	Grade & Year	Course	Grade & Year
AHS 131		AHS 132	
CHE 131 or 151		CHE 132 or 152	
AHS 202		MAT elective	
Other Science (BIO 109, 110, PHY 101, 102)			

Change of Area students attending the College who do not meet the above criteria may be eligible based on satisfaction of New Applicant criteria: One year of BIO and one year of CHE with grades of C+ or higher.

Early in April, the program will evaluate all applicants to determine who will be admitted in the upcoming fall semester. The following evaluation criteria will be utilized:

All students will be evaluated according to GPA, the number of credits they have completed, and their interview with the program faculty. **Credits transferred from another institution will be awarded a grade of C unless a transcript listing the official grade for the course can be provided.**

All applicants must complete an interview by **March 24<sup>th</sup>**. Students will not be considered for a seat without an interview.

Completion of this application does not guarantee admission. If admission is declined or **if a student fails to register for the fall semester**, they will lose their current priority. They will be considered along with all candidates in the previously mentioned evaluation process.

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### Please note:

To be employed in New York State (NYS) as a Certified Clinical Laboratory Technician (CLT) upon graduation from the Medical Laboratory Technician Program, graduates must be licensed and registered to practice by the NYS Education Department (NYSED), Office of the Professions. In order to obtain a NYS license, applicants must pass an approved exam and be of "good moral character" as determined under the NYS Education Law and the Rules of the New York State Board of Regents. Applicants for licensure must disclose whether they have a criminal record (felony or misdemeanor), whether any criminal charges are pending against them, whether any licensing or disciplinary authority has ever taken any negative action against them, and whether any hospital or licensed facility ever restricted or terminated professional training, employment or privileges, and whether the applicant ever voluntarily or involuntarily resigned or withdrew from such association to avoid imposition of such measures. In addition, every New York State application for a professional license, permit, or registration, or any renewal thereof, must file a written statement that, as of the date of the filing, he or she is, or is not, under an obligation to pay child support. Individuals who are four months or more in arrears in child support may be subject to suspension of their business, professional and/or driver's licenses. In addition, federal law limits the issuance of professional licenses, registrations and limited permits to United States citizens or qualified aliens. Accordingly, NYS applicants are required to provide information regarding their citizenship or alien status. For more information about the license requirements visit the NYS Office of Professions website: <http://www.op.nysed.gov/prof/clt/clp-cltlic.htm#gen> and download the application. <http://www.op.nysed.gov/prof/clt/clp-cltforms.htm>