



700 Logan College Road  
Carterville, Illinois 62918

## **MEDICAL LABORATORY TECHNOLOGY PROGRAM**

**This packet contains information for the full-time program beginning August 2012.**

Dear Prospective Student:

Thank you for your interest in the Medical Laboratory Technology (MLT) Program at John A. Logan College (JALC) offered through the Southern Illinois Collegiate Common Market (SICCM). Graduates of this program earn an Associate in Applied Science Degree in Medical Laboratory Technology.

The College has an open admission policy; however, there are some programs which have additional entrance requirements. Attached you will find an information packet about the MLT program at JALC, an application for the MLT program and an application for the pre-entrance examination. **You must contact the Admissions Office to obtain information about general admission to John A. Logan College.**

The **applicant must:**

1. achieve a competitive level score on the pre-entrance examination: **PSB – Health Occupations Aptitude Examination (HOAE)**,
2. submit all required documents listed in this packet under **Admission Requirements** to the designated office by **March 1, 2012** and
3. complete all necessary general entrance requirements for the College, as determined by the Admissions Office.

The career that you are considering is truly exciting! The Medical Laboratory Technician possesses the technical skills necessary to perform routine testing in the areas of hematology, serology, coagulation, clinical microbiology, clinical chemistry, blood banking, and urinalysis in clinical laboratories of hospitals, clinics, and physician and/or medical offices. The technician performs venipuncture to obtain blood specimens and is an integral part of the health care team providing information used in diagnosis and treatment.

Further information is included in this packet and available on our website at [www.jalc.edu/admissions/assessment/hcpa.php](http://www.jalc.edu/admissions/assessment/hcpa.php). We encourage you to thoroughly review the packet and website prior to applying to the program. Best wishes in your educational endeavors.

Best Regards,

Tom Cardwell  
Director of Assessment

Valerie Barko  
Associate Dean for Health & Public Service

Changes Effective 10/11/11

**DIRECT EXTENSION ACCESS: (618) 985-2828 or 457-7676**  
**OPERATOR: (618) 985-3741, 549-7335, 542-8612, 937-3438, TTY: 985-2752**  
**WEB SITE: <http://www.jalc.edu>**

## **PROFESSION**

The Medical Laboratory Technologist (MLT) is employed in clinical laboratories of hospitals, clinics, physician offices and health care facilities performing various laboratory procedures and diagnostic testing. Laboratory testing is performed on bodily fluids such as blood, urine, spinal fluid, semen, synovial fluid, pleural fluid, amniotic fluid, etc.

The MLT works as a bench technician under the direct supervision of a physician and or Medical Technologist in the areas of blood banking, clinical chemistry, hematology, microbiology, urinalysis, coagulation and serology. The MLT is an integral part of the health care team focused on providing optimum patient care. The technician monitors quality control, performs maintenance on equipment and instruments, applies basic scientific principles to laboratory techniques and procedures, recognizes factors that affect procedures and results taking corrective action when indicated, relates laboratory findings to common disease processes, interacts with other health care personnel and patients, and collects blood specimens by venipuncture techniques.

The median salary for certified Medical Laboratory Technologists is approximately \$15 per hour. Shift differentials will add more per hour and the hourly wage will vary slightly at each health care institution.

For more information on the profession, you may also go to the following website: [www.ascp.org](http://www.ascp.org).

## **PROGRAM**

The Medical Laboratory Technology [two year] Associate Degree in Applied Science Program is offered through the Southern Illinois Collegiate Common Market (SICCM) and is offered cooperatively with John A. Logan College, Kaskaskia College, Rend Lake College, Shawnee Community College and Southeastern Illinois College.

General education courses are taken at the student's home campus, but all MLT courses are taught in the SICCM/MLT laboratory classroom at the SICCM facility in Herrin, Illinois. This may require students to travel an hour or more to classes. Students will need to have transportation to accomplish travel requirements in the MLT Program. Travel time will need to be considered as well between home and the student's campus.

Currently, MLT courses are taught during the day [up to 6 pm], but depending on part-time faculty availability, some MLT courses may be offered in the evening as well. MLT courses in the second year are taught in the first 11 weeks of the semester followed by two 16 day sub-rotations at clinical sites in hospitals. Classes are block-scheduled when possible in order to reduce the amount of travel time for students.

Clinical rotations may require considerable driving in the second year. Students should expect to potentially drive an hour or more to and from clinical sites. Students will use a lottery drawing system for selection of their choice clinical sites. Driving time hinges on clinical site availability at a given point in the semester.

If the number of students requiring clinical rotations exceeds the number of slots available at the clinical affiliates, students may be required to complete clinical rotation during the break following the scheduled semester or as soon as a clinical affiliate is available for training. A listing of laboratories will be given to the admitted student in the future admission packet.

Retention in the MLT program requires that the MLT students earn a grade of "C" or better in all MLT and natural science courses [chemistry, microbiology, anatomy and physiology]. The student must achieve a "C" average in the MLT curriculum in order to graduate ["C" average = 2.0 on a 4 pt. scale]. If a student fails an MLT or a required natural science course, the course must be repeated with a passing grade ["A", "B" or "C"]. MLT courses are only offered once a year, so the student will have to wait to take courses until the prerequisite course has been completed with a passing grade. All courses must be taken in sequence as specified by course prerequisites unless permission is granted by the MLT Program Director.

## **PROGRAM OBJECTIVES**

Upon completion of this MLT program, the graduate must be able to demonstrate entry-level competencies for Medical Laboratory Technicians. The graduate should possess the technical skills needed to:

- Collect, process, and perform analytical tests on biological specimens for analysis.
- Recognize factors that affect procedures and results, and take appropriate corrective actions where indicated.
- Monitor quality control within predetermined limits.
- Demonstrate professional conduct and interpersonal communication skills with patients, the public, lab and other health care professionals while interacting with them in respect to their jobs and patients' care.
- Apply basic scientific principles to learn new techniques and procedures.
- Relate lab findings to common disease processes.
- Recognize and act upon individual needs for continuing education for growth and maintenance of professional competence.

## **ESSENTIAL FUNCTIONS**

According to the National Accrediting Agency for Clinical Laboratory Sciences publications and standards (see NAACLS website: [www.naacls.org](http://www.naacls.org)), applicants should read and understand the following statement attesting to their belief that they can meet the essential standards listed below. This should be accomplished before admission to the SICCM/MLT program.

Program acceptance in no way is based on applicant's limitations. Essential functions represent the essential non-academic requirements of the program that the student must master to successfully participate in the program and become employable.

Certain essential personal and physical attributes are keys to success in the SICCM/MLT academic program and the clinical laboratory profession. These attributes include:

### Visual Observation:

The student must possess visual acuity sufficient to allow each of the following:

- Differentiation of colors and color changes during the performance of laboratory procedures;
- Observation of patient conditions during phlebotomy procedures;
- Differentiation and identification of specimens using microscopic examination;
- Read technical lab instrument procedure materials for patient care and professional practice.

### Motor Function:

The student must possess motor functions sufficient to permit each of the following:

- Performance of venipuncture at patient's bedside or at other designated locations;
- Lift and handle typical hand held medical laboratory equipment and tools;
- Manipulate clinical laboratory instruments and equipment in a manner consistent with standards of medical laboratory practice.

### Communication Skills:

The student shall possess verbal and non-verbal skills, adequate for transmitting to and receiving information from patients and hospital personnel.

### Behavioral and Social Skills:

The student must exhibit behavioral and social skills that are acceptable to the college and hospital settings.

### **ADMISSION REQUIREMENTS**

The following admission procedures shall be followed by all prospective applicants seeking admission to the JALC and SICCM MLT program. Failure to comply with the deadline dates designated by JALC and SICCM will automatically terminate the application for the program.

The admission procedures for the MLT program are the same for John A. Logan College, Kaskaskia College, Rend Lake College, Shawnee Community College and Southeastern Illinois College. Each college does give preference to its in-district students. Students may apply at only one community college for entrance into a program. Applications and testing will be cross-checked among the campuses.

These admission procedures are in accordance with Illinois law. The law requires that programs not having sufficient space and resources to accommodate all applicants will accept those applicants best qualified, using ranking, ability and achievement test scores as guides, with preference given equally to students residing in the district or in a joint agreement district.

The JALC and SICCM MLT program admission process does not discriminate on the basis of race, creed, color, national origin, gender, age, or the presence of a non-job-related condition or disability.

To be considered for admission in the full-time program beginning Fall 2012, an applicant must meet these criteria and submit the following credentials to the designated office by March 1, 2012:

1. MLT general education course requirement BIO 205 is listed as a prerequisite in the MLT curriculum guide under the first year summer semester prior to the start of the MLT program. Applicants **MUST** have BIO 205 completed with a minimum grade of a "C" by the end of the summer semester prior to the fall semester the applicant plans to start the MLT program.
2. MLT general education course requirement MAT 108 or any IAI Math is listed in the MLT curriculum guide under the first year fall semester of the MLT program. Applicants should have prerequisite MAT 062 for MAT 108 or any IAI Math completed with a minimum grade of a "C" by the end of the summer semester prior to the fall semester the applicant plans to start the MLT program.
3. Submit a properly completed application for general admission and return it to the **Admissions Office** by **March 1, 2012**, if **not** currently enrolled in courses at JALC.

When completing an application for general admission the applicant must indicate that they are seeking a JALC degree. Also, indicate the area of study as an Associate of General Studies (**AGS**) with the PSC Code: **1.2**, and the CIP Code: **240102D**.

4. COMPASS **or** ASSET placement exams are required by JALC in reading, writing and math. Contact the Assessment Office at (618) 985-2828 Ext. 8518 to register for a placement exam. If COMPASS or ASSET placement exams were completed at another institution, submit the current exam scores to the Assessment Office by **March 1, 2012**. Placement exam scores will only be accepted if taken within the past three years.

Regardless of the COMPASS **or** ASSET placement or any test score taken for general college admission, and any resultant remedial courses required, all applicants desiring to apply for the MLT program will be allowed to take the MLT pre-entrance exam. However, if an applicant scores low on any general admission placement test, counselors may advise against continuing the MLT application process.

5. Complete and return the attached Medical Laboratory Technology Program application to the Assessment Office when you register for the first test, or by **March 1, 2012**.
6. Complete and return the attached Medical Laboratory Technology pre-entrance exam application to the Assessment Office when you register for the first test, or by **February 2, 2012**.

If an applicant tested the previous academic year and chooses not to retest in the current academic year, they must submit a written request along with the program application in order for the previous test score to be considered. In this instance, no entrance exam application is necessary.

7. Request **all transcripts** be sent to the Admissions Office by **March 1, 2012**. A high school transcript **or** proof of GED with passing scores is required of applicants who have not completed a full semester at an accredited college or university. If the applicant has completed a full semester or more of accepted course work at a college or university, other than JALC, then evaluated college transcripts are required, not high school transcripts. Transcripts **must** show when the course was taken and the grade received. **Official college transcripts must be received and evaluated in JALC Admissions Office by March 1, 2012.** The Assessment Office has access to courses taken at JALC, therefore, a JALC transcript does not need to be submitted.
8. **All applicants must submit proof of current residency to the Assessment Office by March 1, 2012.** The following forms may serve as acceptable proof of residency to be **RANKED** as an in-district applicant:
  - a valid driver's license with an in-district address
  - a valid state identification card with an in-district address
  - a valid voter's registration card that indicates JALC College District
  - a current real estate tax bill that indicates property is owned within the JALC College District
  - a joint agreement approved by JALC's V.P. for Instruction

In-district and joint agreement applicants will be placed in the ranking before applicants out-of-district, if one of the above forms of acceptable proof is received in the Assessment Office by March 1, 2012. If one of the above forms of acceptable proof is not received in the Assessment Office by March 1, 2012, the applicant will be placed in the ranking after in-district and joint agreement applicants that submitted acceptable proof.

Although the following forms may serve as proof to receive the in-district tuition status for an approved course or curriculum, these forms **DO NOT** qualify as acceptable proof of residency to be **RANKED** as an in-district applicant, therefore, the applicant will be placed in the ranking after in-district and joint agreement applicants:

- an employer letter that indicates employment in JALC College District
- a notarized letter that indicates residence in JALC College District
- a chargeback approved by JALC's V.P. for Instruction

Verification must show the applicants name with their current address. Acceptance letters will only be sent to in-district addresses for in-district students with the exception of joint agreement applicants. Post Office boxes are not accepted as proof of residency. New driver's licenses now show both P.O. Box and street address.

### **Out-of District Applicants Attending Through Joint Agreement**

Out-of-district applicants enrolling in the **Medical Laboratory Technology Program** at John A. Logan College through a joint agreement with **[currently JALC has not entered a joint agreement with any other community college for Medical Laboratory Technology]** will attend on the same basis as in-district applicants including paying tuition, fees and any other

charges applicable to in-district applicants. However, applicants attending under a joint agreement must agree to register for only those courses that are part of the declared joint agreement program. Any prerequisite course work or course outside of the joint agreement program must be completed at the applicant's home institution or the applicant will pay out-of-district rates at John A. Logan College. Joint agreement applicants will be responsible for withdrawing from courses that are not part of their declared joint agreement program or agree to pay out-of-district tuition for non-eligible courses. Completion of prerequisite courses does not result in preferential treatment for programs with special admission. Please note that these joint agreements are subject to change.

An applicant, who wishes to enroll in the **Medical Laboratory Technology Program** that is not offered at their home institution, but is included in the joint agreement with John A. Logan College, will:

**First**, have a letter sent from their home institution stating that the applicant is eligible to participate in the specific program covered by the agreement and

**Second**, sign a joint agreement form stating that they understand that only courses included under the joint agreement are eligible for in-district tuition.

The eligibility letter and joint agreement form should be sent to:  
John A. Logan College  
Cindy D. Johnson, Director to the V.P. for Instruction  
700 Logan College Road – Room A17  
Carterville, IL 62918

If an applicant has any questions regarding a joint agreement or chargeback, they should contact JALC's V.P. for Instruction Office at (618) 985-2828 Ext. 8407.

#### **Out-of District Applicants Attending Through Chargeback**

An out-of-district applicant who wishes to enroll in the **Medical Laboratory Technology Program** that is not offered at their home institution, and is not included in the joint agreement with John A. Logan College, must first obtain authorization from the sending institution for partial student support to attend John A. Logan College, which is referred to as a chargeback. Applicants attending through a chargeback must agree to enroll in only the curriculum approved by the sending institution or the applicant will assume responsibility for full tuition and fees incurred for the unapproved courses or curriculum. **In-district and joint agreement applicants will be placed in the ranking before out-of-district applicants attending on a chargeback.**

9. Achieve a competitive level score on the pre-entrance examination for the college. This score is based upon the PSB-Health Occupations Aptitude Examination results **and** weighted grades for previous college courses taken within, or transferring to, the MLT required curriculum. The exam will take a minimum of 3 hours. Tests will begin promptly at 9:00 a.m. and 1:00 p.m., unless indicated otherwise. **No one may take the test if they do not have a photo ID the day of the test.** Tests will be held in the Assessment Office in Room C205A. **Seating for each testing date is limited, and applications will be processed on a first come, first served basis.** Therefore, SIGN-UP EARLY! A list of designated dates and application deadlines is listed below. Complete and return the forms to the Assessment Office, Room C205, by the test registration deadline. Applicants must register before the test registration deadline set below for each session. The \$25.00 registration fee, per test, must be paid at the time of registration. This may only be done between the hours of 8:15 a.m. – 3:15 p.m. to allow time to complete the payment form that you must take down to the Business Office with your payment. The Business Office accepts credit/debit card, money order, cashier's check, personal check, or cash. Please contact the Business Office with questions regarding acceptable forms of payment. A total of 2 tests may be taken per academic year and only 1 test per month may be taken. Changes to exam and fees may occur at anytime! **There are 14 testing times available; applicants may only test up to 2 times.** *The highest score will be used for determination of admission. Testing will be cross-*

checked among the campuses. If the applicant has taken the exam more than two times within an academic year, only the first two scores will be considered.

### **Medical Laboratory Technology Testing Dates**

Wednesday, November 2, 2011, 9 am or 1 pm  
Thursday, November 3, 2011, 9 am or 1 pm  
**Wednesday, December 7, 2011, 9 am or 1 pm**  
**Thursday, December 8, 2011, 9 am or 1 pm**  
Tuesday, February 7, 2012, 9 am or 1 pm  
Wednesday, February 8, 2012, 9 am or 1 pm  
Thursday, February 9, 2012, 9 am or 1 pm

### **Medical Laboratory Technology Test Registration Deadlines**

Friday, October 28, 2011, by 3:15 pm  
Friday, October 28, 2011, by 3:15 pm  
**Friday, December 2, 2011, by 3:15 pm**  
**Friday, December 2, 2011, by 3:15 pm**  
Thursday, February 2, 2012, by 3:15 pm  
Thursday, February 2, 2012, by 3:15 pm  
Thursday, February 2, 2012, by 3:15 pm

The first concern about acceptance into the program should be obtaining a competitive level score on the MLT pre-entrance examination. This score is based upon the PSB-Health Occupations Aptitude Examination results. The exam includes sections on academic aptitude, spelling, reading comprehension, information in the natural science and vocational adjustment index. All five sections of the test will be given. The raw score of the first four sections will be added to achieve a composite exam score to be used for admission ranking. The fifth section will be utilized for research purposes. Tie breakers will be based upon the highest score achieved on Part 1 and Part 3, successively.

Additional points may be added to the applicants composite exam score on the MLT pre-entrance examination, **if college transcripts have been received and evaluated in JALC Admissions Office by March 1, 2012.** No points will be given without an official transcript. Substitutions will not be accepted. General education courses must be completed by **December 2011** in order for points to be added. A credit of 10 points each may be earned for three [3] previously taken courses of: BIO 205, BIO 206, BIO 226, CHM 141 and CHM 142. Each course must have been passed with a minimum grade of a "C" to qualify. Points may also be earned for previously taken courses of: MAT 108 or any IAI Math, ENG 101, SPE 115 and PSY 132. The following points will be added for each grade earned: "A" = 3 points, "B" = 2 points, "C" = 1 point. [For example, 48 points may be added to an applicant's composite exam score if the above general education courses are completed by **December 2011** with a grade of an "A" in each class.] Rank ordering of students for admission consideration will be made on the basis of total points earned.

Additional information about the pre-entrance exam can be accessed by going to [www.psbtests.com](http://www.psbtests.com). Click on "Resources for Test Taking" to locate documents, that may be viewed or printed, containing information regarding Sample Questions, Understanding Test Results and Other Helpful Resources. No calculators are permitted during the exam.

To be eligible for Fall 2012 admission, testing must be complete and scores available to the college by March 1, 2012. Determination of the list of accepted students will be made from the applicants who have tested and applied by March 1<sup>st</sup>.

Each college has five admission slots, for a total class size of twenty-five students. Admission lists will be ranked and determined separately at each college, for the five student slots accorded that college and by the applications submitted to that college.

If the program is not full, the college may choose to test and accept applications through April 30<sup>th</sup> for any remaining slots. Unless program slots still remain for Fall 2012 admission, those applicants testing and applying after April 30<sup>th</sup> will be considered for Fall 2013 admission.

The five top-scoring applicants from each college will be admitted to the SICCM MLT program. A list of accepted applicants will be developed by mid-March, the spring before the start of the program. Accepted applicants will be informed of admission into the program by the admitting college in May 2012 and will have ten days from the date mailed, to return the response form enclosed in the acceptance letter. Should an accepted applicant choose not to enter the class, the next applicant in the rank order for that campus will be notified of acceptance. If no response is obtained, the applicant will be dropped from

future consideration and the next alternate on the list will be notified of acceptance. Letters of notification of alternate list or denial into the program will be mailed when all positions are filled.

If an applicant is accepted to the program and chooses not to enter the fall class, any future admission must be by re-application. All applicants must make application for each year they wish to be considered for entrance into the MTL program. PSB-Health Occupations Aptitude Examination results will be considered valid for two years.

No student may be admitted to any individual Southern Illinois Collegiate Common Market program more than *two times* within a *five year period*. After withdrawing from a single program two times, the student will be allowed to enter any other SICCM program *only one time*. "Withdrawing" is defined as declining a previously accepted admission invitation within ten weeks of program start time and/or withdrawing from class attendance before completing the first semester. Each campus may consider exceptions for extreme cases of unanticipated, non-elective health issues of self and family.

**Letters of notification of provisional acceptance to the top five (5) applicants on the ranking list will be mailed beginning in May 2012.** Applicants that are selected will have ten days from the date mailed, to return the response form enclosed in the acceptance letter. If no response is obtained, the applicant will be dropped from future consideration and the next alternate on the list will be notified of acceptance. Letters of notification of alternate list or denial into the program will be mailed when all positions are filled.

**It is extremely important to abide by the deadline dates outlined in this packet. It is the applicant's responsibility to assure that these documents have been received in the designated office by the deadline dates.**

If you have questions regarding this information, you may contact any of the people below:

Tom Cardwell	Matt Yusko	Tish Majewski
Director of Assessment	Assessment Coordinator	Assessment Coordinator
John A. Logan College	John A. Logan College	John A. Logan College
700 Logan College Road	700 Logan College Road	700 Logan College Road
Carterville, IL 62918	Carterville, IL 62918	Carterville, IL 62918
(618) 985-3741 Ext. 8496	(618) 985-3741 Ext. 8617	(618) 985-3741 Ext. 8247

**TOM CARDWELL, MATT YUSKO AND TISH MAJEWSKI ARE THE ONLY ADVISORS STUDENTS SHOULD SEE FOR ADVISEMENT AND REGISTRATION TO INSURE ALL ENTRY REQUIREMENTS ARE MET FOR THE MEDICAL LABORATORY TECHNOLOGY PROGRAM.**

### **ACCREDITATION STATUS**

The SICCM MLT program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), located at 5800 North River Road, Suite 720, Rosemont, Illinois 60018; telephone: 773-714-8880. Graduates of the SICCM MLT program will qualify to sit for the Board of Registry for certification in Medical Laboratory Technology given by the American Society of Clinical Pathologists (ASCP). This computer-delivered examination will be administered by appointment and after application, once eligibility has been established. This examination is offered throughout the year in three-month examination periods. Successful completion of this exam confers the title of Medical Laboratory Technician, MLT (ASCP).

### **TUITION AND FEES**

Costs will vary among the five participating institutions because tuition fees per credit are not the same at all campuses. For specific campus tuition, consult individual school catalogs. Within this highly mobile program, admitted MLT students will be responsible for the following expenses:

1. Examination fee for PSB-Health Occupation Aptitude Examination (\$25.00 before admission),
2. Tuition, \$92.00 per credit hour for the 2011/2012 school year,

3. College fees, which include:
  - Malpractice/liability insurance (up to \$15.00 annually),
  - Program fees (\$150.00 per MLT course),
4. Books,
5. Costs of transportation to centralized laboratory for MLT courses and other clinical sites,
6. Scrubs for clinical rotations and a clean lab coat; white athletic shoes or nurse's shoes,
7. Occasional minor laboratory supplies and equipment,
8. Physical examination,
9. Tests: \*TB skin tests and/or possible chest x-rays,  
\*Rubella titer, possible Varicella and Pertussis titers,
10. Immunizations:
  - \*Hepatitis B Virus – series of 3,
  - \*possible Rubella, Rubeola, Tetanus,
11. Demonstration of personal health insurance or Medicaid,
12. Cost for CPR certification (approximately \$20.00 each year),
13. Cost for background check (approximately \$37.00, but can be more depending on how many different counties/states the student has lived),
14. Cost for drug screening (\$46.00),
15. Application fee for national certification examination (approximately \$185.00).

*Potential MLT students should **not** purchase or schedule anything until after they have been accepted and registered to begin the MLT program.*

**Note:** All costs listed above are estimates and subject to change. **The MLT student should have planned for meeting these financial obligations before entering the MLT program.**

For additional information, please contact Paula Berry, Director of SICCM MLT Program, at (618) 942-6902 or pberry@siccm.com.

### **FINANCIAL AID**

A variety of financial aid exists at each of the five participating institutions. The applicant should contact the Financial Aid Office at the school to which he/she is applying. Some of the types of financial aid presently offered are:

- Federal Pell Grants/FSEOG
- Illinois State Map Grant
- College Work Study
- Scholarships

### **BACCALAUREATE OPTION**

Upon completion of an Associate Degree in the Medical Laboratory Technology Program, students will qualify to apply for admission into one of two baccalaureate degree programs at Southern Illinois University Carbondale in the College of Applied Sciences and Arts (CASA). Students may select a degree in Advanced Technical Studies, a generalized major, or Health Care Management, which emphasizes supervision. Students may qualify for the Capstone Option. For additional information, contact CASA Advisement Support at (618) 453-8840.

### **PROFESSIONAL ADVANCEMENT**

A certified Medical Laboratory Technician who earns a baccalaureate degree and either has two years of experience or attends a National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) 8410 W. Bryn Mawr Ave., Suite 670, Chicago, IL 60631 (773) 714-8880 accredited Medical Technologist Program, can become a Medical Technologist. For additional information contact ASCP Board of Registry, P.O. Box 12277, Chicago, IL 60612-0277.

## **LEGAL LIMITATIONS**

A felony conviction may adversely affect the graduate's ability to sit for certification examinations and/or obtain certification, registration and/or licensure to practice in Illinois and other states. It also influences whether hospitals and other health agencies will accept the student for clinical education experiences required for graduation. Therefore, Southern Illinois Collegiate Common Market requires accepted students to complete a criminal history background check prior to beginning the MLT program. Information about this process will be provided to the student when they are informed of acceptance into the program.

As a condition of assignments to clinical educational experiences, admitted students will also be required to submit to a drug screening. The screening will be completed by a party selected by the Southern Illinois Collegiate Common Market, and paid for by the student. Information about the drug screen will be sent to a newly admitted student by Southern Illinois Collegiate Common Market in an admission packet.

## **CURRICULUM COURSE REQUIREMENTS**

In the MLT curriculum there are nine general education courses and eleven MLT courses. Included in this packet is a link to the MLT courses with descriptions. The MLT courses have both lecture and hands-on laboratory components. It is helpful for students to have use of a home computer, although computers and Internet access are available on all college campuses. The MLT classrooms also have computers and Internet access available for students use.

The MLT program is full-time only, with courses offered in specific sequence. All MLT courses in a semester must be taken and passed in order to progress to any MLT coursework of the next semester. Both MLT and general education courses must be passed with a minimum grade of a "C". The program is designed to be completed within two academic years, including one summer session. Supervised clinical rotations comprise 240 clock hours in the fall and spring semesters of the second year.

Upon admission to the program students will be required to successfully complete a 7.5 hour job shadowing experience; a physical exam; the first two of a series of three Hepatitis B Virus vaccinations [or sign a declination waiver]; a TB skin test [and/or chest x-ray], a Rubella titer [and/or immunization], documented proof of immunity to Rubeola [red measles] and immunity status to Varicella [chicken pox] and Pertussis [whooping cough] and a Tetanus immunization. These must be completed prior to the beginning of class. Students will also be required to have a second TB skin test and/or chest x-ray before the senior year of the program. Training and certification in CPR [cardiopulmonary resuscitation] must be completed before or prior to attending clinical sites in the second semester of the first year. Health insurance is required by clinical sites before students are allowed on-site. Students must provide proof of medical insurance in effect throughout the two year program.

Prospective MLT students should **not** purchase any materials or supplies until AFTER they have been accepted and have registered for classes. Questions regarding uniforms, schedules, requirements, etc. will be answered for accepted students during an orientation session with the Medical Laboratory Technology Director.

Admission packets describing the drug screening information, criminal background check, job shadowing, physical examination, vaccinations and immunizations will be mailed to successful applicants in June 2012. These packets will contain the forms and deadlines necessary to complete those requirements prior to the start of class.

Medical Laboratory Technology students must earn a minimum grade of a "C" in all MLT and natural science courses listed in the curriculum guide.

**It is the responsibility of all interested applicants to view the current MLT curriculum guide and course descriptions online at the following links:**

- [http://www.jalc.edu/catalog/curriculum\\_guides/medicallaboratorytechnologydegree.pdf](http://www.jalc.edu/catalog/curriculum_guides/medicallaboratorytechnologydegree.pdf)
- [http://www.jalc.edu/catalog/course\\_descriptions/mlt\\_medical\\_laboratory\\_technology.pdf](http://www.jalc.edu/catalog/course_descriptions/mlt_medical_laboratory_technology.pdf)

## **GENERAL EDUCATION COURSES**

BIO 205 – Human Anatomy and Physiology I <sup>1</sup>	4 credits
BIO 206 – Human Anatomy and Physiology II	4 credits
CHM 141 – General, Organic, and Biochemistry I <sup>2</sup>	4 credits
MAT 108 – College Algebra <u>or</u> any IAI Math <sup>3</sup>	3 credits
CHM 142 – General, Organic, and Biochemistry II	4 credits
BIO 226 – General Microbiology	4 credits
ENG 101 – English Composition I	3 credits
SPE 115 – Speech	3 credits
PSY 132 – General Psychology	3 credits

<sup>1</sup> **BIO 205 is a prerequisite and must be completed with a minimum grade of a “C” before starting the program.**

<sup>2</sup> **Prerequisite for CHM 141 is MAT 062 with a minimum grade of a “C” or an official high school transcript with 2 years of Algebra [Algebra 1 and Algebra 2] with a minimum grade of a “C”. Proof of either one is needed before you may enroll in CHM 141.**

<sup>3</sup> **Prerequisite for MAT 108 or any IAI Math is MAT 062 with a minimum grade of a “C”.**

**All applicants are strongly encouraged to successfully complete the above MLT general education courses with a minimum grade of a “C” prior to the fall semester they plan to start the MLT program, so that they may increase their probability of success in the program.**



# Application for Admission to the JALC and SICCM Medical Laboratory Technology Program for Fall 2012

JALC 7 digit ID# \_\_\_\_\_

Name \_\_\_\_\_  
Last First MI Maiden

Address \_\_\_\_\_  
Street City/State/Zip Code

Phone \_\_\_\_\_ Social Security No. \_\_\_\_\_

Date of Birth \_\_\_\_\_ Email \_\_\_\_\_

To which college MLT program are you applying with THIS application?

- \_\_\_\_\_ John A. Logan College
- \_\_\_\_\_ Kaskaskia College
- \_\_\_\_\_ Rend Lake College
- \_\_\_\_\_ Southeastern Illinois College
- \_\_\_\_\_ Shawnee Community College

In which college district are you a legal resident, as of March 1, 2012?

- \_\_\_\_\_ John A. Logan College
- \_\_\_\_\_ Kaskaskia College
- \_\_\_\_\_ Rend Lake College
- \_\_\_\_\_ Southeastern Illinois College
- \_\_\_\_\_ Shawnee Community College

Last High School Attended: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Did you graduate? \_\_\_\_\_ YES \_\_\_\_\_ NO OR, do you hold a GED Certificate? \_\_\_\_\_ YES \_\_\_\_\_ NO

Are you transferring courses taken at another college for consideration within the Medical Laboratory Technology Program curriculum? \_\_\_\_\_ YES \_\_\_\_\_ NO

If YES, list all colleges from which you have requested official transcripts. Identify any earned credential and/or degree, including field of study:

College Name	Location	Date of Attendance
Credential/Degree		Field of Study

College Name	Location	Date of Attendance
Credential/Degree		Field of Study

Will transcripts be submitted under any other name(s)? \_\_\_\_\_ YES \_\_\_\_\_ NO

If so, list name(s): \_\_\_\_\_

**The undersigned certifies that the information contained herein is true, complete, and correct. It also certifies that the applicant has read the informational packet online, and agrees to all application procedures.**

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

The SICCM MLT program admission process does not discriminate on the basis of race, creed, color, national origin, gender, age, or the presence of a non-job related condition or disability. Each college does give preference to its in-district students.



# Medical Laboratory Technology Pre-Entrance Exam Application

Exam to be used for final class placement for the full-time program beginning Fall 2012.

Please print this application, fill out completely and return to the Assessment Office in Room C205. **The \$25.00 registration fee, per test, must be paid at the time of registration.** This may only be done between the hours of 8:15 a.m. – 3:15 p.m. to allow time to complete the payment form that you must take down to the Business Office with your payment. The Business Office accepts credit/debit card, money order, cashier's check, personal check, or cash. Please contact the Business Office with questions regarding acceptable forms of payment. Since your seat is being reserved for a test session the \$25.00 registration fee cannot be transferred to another test session [NON-TRANSFERABLE] or refunded if you do not attend the session for which you were applying [NON-REFUNDABLE]. Changes to exam and fees may occur at anytime! **No one may take the test if they do not have a photo ID the day of the test.** A total of 2 tests may be taken per academic year and only 1 test per month may be taken. There are 14 testing times available; applicants may only test up to 2 times.

Name \_\_\_\_\_  
Last First MI Maiden

Address \_\_\_\_\_  
Street City/State/Zip Code

Phone \_\_\_\_\_ Social Security Number \_\_\_\_\_

Please consider my results for: **Medical Laboratory Technology Program**

Do you have a disability which may require accommodations for testing? Yes \_\_\_ No \_\_\_

If yes, you must provide documentation of your disability and the need for accommodations to Student Support Services in Room C219 within seven (7) working days of this request or seven (7) days prior to the test date.

**NOTE:** An exam date will be scheduled between the student and Matt Yusko in the Assessment Office after accommodations have been approved by Student Support Services.

Have you taken the PSB-Health Occupations Aptitude Examination (HOAE) before? Yes \_\_\_ No \_\_\_

If yes, when? \_\_\_\_\_

Fill in the testing day, date and time that you prefer for your first registration:

**\*\* See next page for testing dates \*\***

Day \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

FOR OFFICE USE ONLY:					
Test Date	@	on	Receipt #	Amount	Date Paid
Test Date	@	on	Receipt #	Amount	Date Paid
Test Date	@	on	Receipt #	Amount	Date Paid

The undersigned certifies that the information contained herein is true, complete, and correct. It also certifies that the applicant has read the informational packet online, and agrees to all application procedures.

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

Date \_\_\_\_\_

Please choose one day and time for your first registration, circle the day and time, and fill in the corresponding information on the front of the exam application indicating your preference.

### November Testing Dates

Deadline: Friday, October 28, 2011, by 3:15 p.m. for the following testing dates. Please circle one time if you wish to test in November and also write the test day, date and time on the front of the application. Reminder, you can only test 2 times total per academic year and test only 1 time per month:

*Wednesday, November 2, 2011*      9:00 a.m.      or      1:00 p.m.      or  
*Thursday, November 3, 2011*      9:00 a.m.      or      1:00 p.m.

### December Testing Dates

Deadline: Friday, December 2, 2011, by 3:15 p.m. for the following testing dates. Please circle one time if you wish to test in December and also write the test day, date and time on the front of the application. Reminder, you can only test 2 times total per academic year and test only 1 time per month:

*Wednesday, December 7, 2011*      9:00 a.m.      or      1:00 p.m.      or  
*Thursday, December 8, 2011*      9:00 a.m.      or      1:00 p.m.

### February Testing Dates

Deadline: Thursday, February 2, 2012, by 3:15 p.m. for the following testing dates. Please circle one time if you wish to test in February and also write the test day, date and time on the front of the application. Reminder, you can only test 2 times total per academic year and test only 1 time per month:

*Tuesday, February 7, 2012*      9:00 a.m.      or      1:00 p.m.      or  
*Wednesday, February 8, 2012*      9:00 a.m.      or      1:00 p.m.      or  
*Thursday, February 9, 2012*      9:00 a.m.      or      1:00 p.m.