

# MTIMPM Application Form

03/2019

MTIMPM: is an equal opportunity organization and complies with the letter and spirit of federal and state laws which prohibit discrimination based on race, creed, color, religion, national origin, age, sex, marital status, weight, height, handicap, physical or mental impairment or political persuasion. We assure you that your application and information will be treated confidentially.

<b>Application for Class Beginning:</b>		<b>Social Security Number:</b> <i>(the last 4 digits only)</i>			
<b>Name:</b>					
	(Last)	(First)	(Middle)		
<b>Current Address:</b>					
	(Street)	(Apt)	(City)		
			(State)		
			(Zip)		
<b>Current Phone:</b> ( )		<b>Current E-Mail Address:</b>			
<b>Permanent Address:</b>					
	(Street)	(Apt)	(City)		
			(State)		
			(Zip)		
<b>Permanent Phone:</b> ( )		<b>Cell Phone:</b> ( )			
<b>1. Are you 18 years of age or older?</b>					
			Yes <input type="checkbox"/> No <input type="checkbox"/>		
<b>2. Are you a citizen of the United States?</b>					
			Yes <input type="checkbox"/> No <input type="checkbox"/>		
<b>3. If "No" to question 2 above, are you legally authorized to work &amp; remain in the United States permanently?</b>					
			Yes <input type="checkbox"/> No <input type="checkbox"/>		
<b>4. If "No" to question 2 above, Visa/Passport Number:</b> (Attach a copy of your Visa to this application)					
<b>Note:</b> Hospital-based Medical Laboratory Science Programs are not approved to provide sponsorship for foreign students needing a 'student visa' or immigration through employment.					
<b>LIST ALL Colleges/Universities attended:</b>					
Dates		Institution/Location	Major	Degree	Graduation Date
From	To				
<b>Has your education been continuous other than for vacations?</b>				Yes <input type="checkbox"/> No <input type="checkbox"/>	
<b>If "No", for any period you were not officially enrolled as a student attach separate sheet &amp; describe your activities &amp;/or employment.</b>					

**LIST work experience:**

Dates		Employer	Title/Responsibilities	Hours/Week
From	To			

**LIST your volunteer experiences, health care related services/activities, educational/professional memberships & affiliations (include any office held):**

Dates		Organization/Responsibilities/ Office Held	Hours/Week
From	To		

**Provide the following additional Background Information:**

Have you ever been convicted of a criminal offense (other than minor traffic violation)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If "Yes", What type of criminal offense?	Misdemeanor <input type="checkbox"/>	Felony <input type="checkbox"/>
If "Yes", attach separate sheet & explain (include dates charged, penalties and current disposition)		
<b>NOTE:</b> Convictions are NOT an automatic disqualification for acceptance into a Medical Laboratory Science Program.		
Have you ever been suspended or discharged from employment? If Yes, attach separate sheet & explain.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you ever been discharged or suspended from an educational program (including one to meet any certification requirement)? If Yes, explain on a separate sheet.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you ever been subject to disciplinary action in an educational program (including one to meet any certification requirement)? If Yes explain on a separate sheet.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Has there ever been any action/complaint taken against your license in any state? If Yes, attach separate sheet & explain.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you ever been sanctioned (probation excluded, suspended), been required to pay a fine or penalty, or have you ever been or are currently under investigation by a state, federal or other regulatory authority?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

**MILITARY SERVICE:**

On separate sheet, describe specialized training applicable to hospital/clinical laboratory science environment.

Branch of Military Service:

Dates Served:

Discharge Rank:

Citations/Awards Received:

**STATEMENT OF ACKNOWLEDGEMENT**

READ THE FOLLOWING STATEMENTS BEFORE COMPLETING, DATING AND SIGNING

Individuals enrolled in a Medical Laboratory Science Program must possess the Technical Performance Standards/Essential Functions identified in the Students section, under Application & Forms, of the MTIMPM web site. (<https://mtimpm.natsci.msu.edu/>).

“Specific academic standards and essential functions required for admission to the program shall be clearly defined, published, and provided to prospective students. There shall be a procedure for determining that the applicants’ or students’ health will permit them to meet the written essential functions of the program.”  
(Taken from: The Essentials of Accredited Educational Programs for the Clinical Laboratory Scientist/Medical Technologist, published by the National Accrediting Agency for Clinical Laboratory Sciences, copyright 2013)

Yes

No

I have read the Technical Performance Standards/Essential Functions.

Yes

No

I can perform all of the Technical Performance Standards/Essential Functions with or without reasonable accommodations.

I certify that the facts set forth in my Application and any other materials I have submitted are true and complete. I understand that the submission of any false information in connection with my application will result in immediate discharge at any time thereafter should I be accepted into a Medical Laboratory Science Program. I also consent to and authorize the Medical Laboratory Science Program to contact former and current employers, educational institutions, military entities and the other references I have provided regarding me and my performance record and work, academic and/or military experience. I also understand that the Medical Laboratory Science Program may, in its sole discretion, conduct a criminal history check. I hereby consent to having a post-offer physical to include mandatory immunization shots, and/or mental examination(s) and/or test(s) including signing a consent form for drug and nicotine testing conducted by a physician or other professional and understand that any offer of a position in a Medical Laboratory Science Program is conditioned upon the results of this examination(s) and/or test(s).

**Applicant’s Signature:**

(unsigned applications will not be accepted)

Date:

Completed application may be sent to any of the following CLS/MLS Programs:

## **REQUIREMENTS FOR ALL PROGRAMS**

### **With this application form you must submit:**

1. Official Transcripts for all institutions you attended.
2. A completed Academic Course Plan.
3. Letters of Recommendation – Advisor, Instructor, Employer (submitted by recommenders).
4. Copy of Passport or Visa if not a U.S. Citizen.
5. See U.S. Procedures for Examination and Certification booklet obtained on the ASCP website.

**DEADLINE DATE FOR ALL APPLICATIONS: September 15**

**Letters of Recommendation: October 1**

**Interview Completion Date: November 15**

**NOTE:** It is recommended you submit the application 1-2 months prior to the deadline to guarantee your preferred interview date/time. Interviews will be granted even if all recommendation forms have not yet been received.

## **DMC – University Laboratories**

**(Note: September & January Start Dates)**

Violet Swazer (Interim Program Director)  
Program Director, School of Medical Laboratory Science  
4201 St. Antoine, Room 3D13-UHC  
Detroit, MI 48201  
(313) 745-4912 or (313) 993-0482  
E-mail: vswazer@dmc.org  
Web Site: www.dmc.ul.org

### **ADDITIONAL Application Requirements:**

1. \$10 NON-REFUNDABLE Processing Fee  
Make check/money order payable to: **The Detroit Medical Center**
2. Attach separate sheet for Essay Question.  
In your own words, answer: **Why you want to be a Medical Laboratory Scientist?**

## **Ascension Michigan Laboratory Services (formerly St. John Providence Laboratories)**

**(Note: July and January Start Dates)**

Dawn Taylor, MA, MLS (ASCP)<sup>CM</sup>  
Manager of Laboratory Education  
Program Director/School of Medical Laboratory Science  
Ascension Michigan Laboratory Services  
19251 Mack Ave. Suite 101  
Grosse Pointe Woods, MI 48236  
313-343-3433; Fax: 313-881-4727  
E-mail: dawn.taylor2@ascension.org  
Web Site: [ascensionmilab.com/MLSEducation](http://ascensionmilab.com/MLSEducation)

### ADDITIONAL Application Requirements:

1. \$10 NON-REFUNDABLE Processing Fee

Make check/money order payable to: **St. John Providence School of Medical Technology**

2. Attach a separate sheet for each Essay Question. In your own words using neat, **LEGIBLE HANDWRITING**, respond to the two statements below. (**Typed essays not accepted**):

I. Describe your personal & professional goals. Identify the values that have influenced your development as a person & as a professional.

II. Identify the individual(s) & the educational & life experiences that have led you to choose a medical laboratory science career.

## **Beaumont Health**

**(Note: June & December Start Dates)**

Nancy Ramirez, MS, MLS(ASCP)<sup>CM</sup> SH<sup>CM</sup>  
Education Programs Manager, Clinical Pathology  
Program Director, School of Medical Laboratory Science  
Beaumont Health, Royal Oak  
3601 W 13 Mile Rd  
Royal Oak, MI 48073-6769  
Phone: 248-898-1904 Fax: 248-551-3694  
E-mail: nancy.ramirez@beaumont.org  
Web Site: [www.beaumont.org](http://www.beaumont.org)  
**Select: Medical Education > Other Education > Allied Health > Medical Laboratory Science**  
<https://www.beaumont.edu/other-education/allied-health/medical-laboratory-science>

### ADDITIONAL Application Requirements:

Submit complete, signed application including your preference of start dates.

1. **\$40 NON-REFUNDABLE Processing Fee**

➤ Make check/money order payable to: **Beaumont School of Medical Laboratory Science**

2. Written response (handwritten or typed), in your own words, to the following **Personal Statements**:

- 1) Describe your reasons for choosing a career in Medical Laboratory Science. Include how and when you made the decision.
- 2) Describe your personal characteristics that would support your selection into this program.
- 3) What are the aspects of medical laboratory science that you find most and least appealing? What is your favorite medical laboratory discipline?
- 4) Describe your future plans in the medical laboratory profession.
- 5) Describe a difficult situation in your life. How did you handle it and how has it changed you?
- 6) What are your plans in the event you are not matched with the Beaumont School of Medical Laboratory Science?

3. All courses listed under the Medical Laboratory Science section of the MTIMPM Academic Course Plan **must be successfully completed before the program start date.**