

**TYLER JUNIOR COLLEGE  
MEDICAL LABORATORY TECHNICIAN  
REQUIREMENTS FOR ADMISSIONS**

**I. Application for Admission:**

**1. Application Period**

Application packets can be obtained by mail or in person from the MLT Department Chair's Office- T225 (Pirtle Technology Building) after third week in January and may be submitted to the MLT Department Chair from January through the third week in May of the spring semester. All **complete** qualifying application packets submitted by the deadline will be considered for placement. Applications must be in the office or postmarked by May 23<sup>th</sup>.

**2. Application to the MLT Program**

Admission to Tyler Junior College does not imply or guarantee admissions to the MLT program. The MLT program has selective admissions. Only those students accepted into the MLT program may take courses with the MLAB or PLAB prefix. The number of students admitted each year is limited due to factors such as classroom, laboratory, and clinical space, regulatory agency requirements, or student-teacher ratios.

Applicants to the Medical Laboratory Technology Program must file a Tyler Junior College "Admission Application" form with the Registrar and a "TJC Allied Health and Nursing Application for Admission" and complete application packet, including Release of Liability and Records Release Forms with the MLT Department Chair at Tyler Junior College.

**3. Qualified Applicants**

An applicant is **qualified** if the candidate has met all the following criteria:

Applicant Checklist

- Has submitted a Tyler Junior College Application for Admission and is qualified for admission to the college
- Has submitted a TJC Allied Health and Nursing Application for Admission with complete application packet.
- Be eligible for readmission to any college(s) previously attended.
- Be eligible for readmission to any health science program(s) previously attended.
- Has earned a cumulative GPA for college credit that is competitive with the rest of the applicants to the program (generally, 2.00 or greater on a 4.00 basis).
- Has provided **official transcripts** of all high school and/or colleges attended, (including TJC), to both the registrar and the MLT department chair.
- Has completed **required pre-requisite course with a C or better** CHEM 1406 Fundamentals of Chemistry OR CHEM 1411 General Chemistry (Note: BIOL 2401 Anatomy & Physiology I can be substituted-See AHN academic advisor or department chair).

## II. High School Graduates

1. Applicants to the Medical Laboratory Technology Program must be high school graduates or have the equivalent (GED).
2. Applicants should have the registrar of the high school from which they were graduated mail official copies of their transcripts to:

**REGISTRAR'S OFFICE  
TYLER JUNIOR COLLEGE  
P. O. BOX 9020  
TYLER, TX 75711**

**AND**

**DR. DANIEL L. SPENCER  
MLT DEPARTMENT  
TYLER JUNIOR COLLEGE  
P. O. BOX 9020  
TYLER, TX 75711**

High school seniors may submit an incomplete transcript of grades in courses through the first quarter or semester of the senior year to the MLT Department Chair and then submit an official transcript following graduation.

**Note: The applicant must be admitted to Tyler Junior College and have all transcripts on file with Tyler Junior College and with the MLT program officials.**

## III. Applicants with Previous College Work:

1. Applicants with previous college credit must meet all the requirements for high school graduates (see II above).
2. In addition, applicants with previous college credit should have the registrar of the college they attended mail official copies of their college transcripts to the two addresses listed above.
3. Any course taken at another university or college must be approved for transferability by the TJC Admissions Office. Course substitutions for any classes that did not exactly “transfer”, but are equivalent will be initiated by the student through the office of the department chair.

## IV. Entrance Tests:

The applicant must successfully complete the Texas mandated TASP/THEA or alternate examination test (COMPASS or ACCUPLACER) prior to application to the program, unless exempt or TSI (Texas Success Initiative) complete.

Note: The TASP/THEA test measures English, Math and Reading skills. In addition, there are alternative test options for those students who have never taken the TASP test. All students can contact the School of Allied Health & Nursing academic advisors for information regarding these tests, and for information on testing requirements. Please call 903.510.2662.

### Test Scores:

Accepted Examination	Minimum Score Reading	Passing Score Math	Minimum Score Writing
TASP/THEA	230	230	220
ACCUPLACER	78	63	80
COMPASS	81	53	59

## ADMISSION TO THE MEDICAL LABORATORY TECHNOLOGY PROGRAM

The Committee on Admissions regrets that not all applicants can be admitted to the Medical Laboratory Technology Program. The allotted places are assigned to those candidates whose scholastic background and aptitudes show the most promise for success in the study of Medical Technology.

### Selection Process

1. Qualified applicants (see definition above) are listed by cumulative grade point average (GPA) from highest (4.0) to lowest (2.0) to initially rank applications.
2. When two or more applicants have the same cumulative GPAs, the total credit hours of other courses completed in the Medical Laboratory Core Curriculum (minus credit for repeated courses) are listed in rank from highest to lowest will be used to break a tie.
3. When two or more applicants have the same cumulative GPAs, the same total credit hours of other courses completed in the Medical Laboratory Core Curriculum (minus credit for repeated courses), the cumulative GPA for the other Core courses is rank ordered from highest (4.0) to lowest (2.0) to break the tie.
4. When two or more applicants have the same cumulative GPAs, the same total credit hours of other courses completed in the Medical Laboratory Core Curriculum (minus credit for repeated courses), the same cumulative GPA for the other Core courses, points will be given for former education and residence status and the totals added and rank ordered highest to lowest to break the tie. Points will be awarded as follows:  
Former Education: B.S. = 5, B.A. = 4, A.A.S. = 3, A.A. = 2  
Residence Status:  
In district = 6, In service area but out of district = 4, Texas resident = 2

The Committee on Admissions will have made the majority of the selections by approximately the first week in June. The Committee will feel free to accept students with outstanding scholastic records and aptitudes prior to, and sometimes after the June date, if conditions warrant individual consideration. The Dean of Admissions of Tyler Junior College will send a notice of acceptance, alternate, or rejection to the applicants after the committee has made its selection.

### V. **Confirmation of Acceptance, Physical Examination, Drug Screen, Criminal Background Check**

Applicants who have successfully completed the listed requirements and are notified by the Admissions Office of provisional acceptance to the program will be sent forms for a limited physical examination, required immunizations, drug screen and criminal background check. These forms/activities must be completed and returned in order to complete admission requirements. An applicant who receives provisional acceptance into the program also must return a confirmation letter to the MLT department chair within a specified timeframe to confirm their space in the class.

**Note: Failure to return the confirmation letter and complete the physical examination, required immunizations, drug screen and criminal background check by the specified date will result in forfeiture of the student's space in that class.**

### Physical Examination

A physical examination and immunization record form is sent to students with acceptance letters and must be submitted to the MLT department chair prior to the student attending clinical experiences (preferably by the first day of class attendance). The form documents a medical history, physical examination, and should include current record of the following immunizations:

- Students cannot be provisionally enrolled without at least **one dose of measles, mumps, and rubella vaccine** if direct patient contact will occur during the provisional enrollment period.
- **One dose of tetanus-diphtheria toxoid (Td)** is required within the last ten years.
- Students who were born on or after January 1, 1957, must show, prior to patient contact, acceptable evidence of vaccination of **two doses of measles-containing vaccine** administered since January 1, 1968.
- Students must show, prior to patient contact, acceptable evidence of vaccination of **one dose of rubella vaccine**.
- Students born on or after January 1, 1957, must show, prior to patient contact, acceptable evidence of vaccination of **one dose of mumps vaccine**.
- Students shall receive a **complete series of hepatitis B vaccine prior to the start of direct patient care or show serologic confirmation of immunity to hepatitis B virus**.
- Students shall receive **two doses of varicella vaccine** unless the first dose was received prior to thirteen years of age.

Reference: (Texas Administrative Code, Title 25, Part 1, Chapter 97, Subchapter B, Rule §97.64)

### Hepatitis B Series

Students must have completed the first injection of the Hepatitis B series prior to the first day of class for the Medical Laboratory Technology program and are responsible for submitting documentation verifying subsequent completion of the second and third injections to the MLT Department Chair. Health situations (i.e. pregnancy, allergies, etc.) which may prohibit the use of the Hepatitis B vaccine must be documented by a physician, and a waiver signed by the student.

Students may visit a private physician, clinic, health maintenance organization (HMO), or medical center for the physical examination. The TB and Hepatitis B immunizations are available for students through the Tyler Junior College Health Center. **Physical exams are not provided at the Tyler Junior College Health Center.**

## Drug Screen and Criminal Background Check

All students enrolled in the School of Allied Health and Nursing programs are required to undergo a drug screen and criminal background check prior to beginning their clinical experience. This procedure is conducted after a student has been accepted to their respective program. Results of these screenings are forwarded to the Dean's office for the School of Allied Health and Nursing for review and verification that a student is eligible to attend clinical rotation. Students are responsible for all charges incurred for these screenings.

**NOTE: Should a student who has been provisionally accepted to a School of Allied Health and Nursing program be prohibited from attending a clinical rotation experience due to findings of a criminal background check and/or drug screening, the student may be dismissed from the School of Allied Health and Nursing program.**

### Comprehensive Assessment for T JC Admission Purposes Standard Requirements

#### DRUG SCREEN:

**Substance Abuse Panel 10:** Substance Abuse Panel 10 drug test with integrity checks for Creatinine, temperature and PH levels. Acceptable and unacceptable test ranges per Tyler Junior College Standard for Drug Screening. Tests are conducted at either (a) ETMC Business Health or (b) AME Laboratories.

#### CRIMINAL BACKGROUND CHECK:

The criminal background check reviews a person's criminal history seven (7) years previous to the date of program application. The check will include all cities and counties of the person's residency during that time period.

**SSN Authenticity:** Confirms that the social security number reported is a valid number that is not part of the death database. Reviews the date and location the social security number was issued against the applicant's address history and date of birth.

**Identify Trail Check:** Reviews addresses and names reported by credit and other agencies against the applicant's reported name and address information. (This check also helps review if someone's identity has been "stolen".)

**Driver's License Authenticity Check:** Determines if the driver's license number reported exists and is registered in the name, address, and date of birth of the applicant. Review the status of the license. This is performed where available by State.

**Criminal History:** Going back at least 7 years, reviews any admission-related felony and misdemeanor convictions, including deferred adjudications of the applicant. The current state and all states (where available) of residence in the last 7 years or the appropriate counties of residence (if statewide inquiries are unavailable) are checked.

**Sex Offender Registry Review:** Reviews the relevant current state database (where possible) to determine if the applicant is a registered sex offender. This review is particularly relevant when the job sought involves visiting customer homes.

## VI. **Special Consideration**

Tyler Junior College-Student Support Services assists students with special needs. Students who, because of a documented disabling condition, require reasonable accommodations to perform any of the essential functions required for MLT students, must contact the Tyler Junior College - ADA Student Coordinator at 903.510.2395.

## VIII. **General Information**

### Progression and Readmittance

1. Students who do not successfully complete one or more prerequisite course in any semester may apply to repeat those courses the next time they are offered. Courses successfully completed will not have to be repeated. If a student, who has successfully completed one or more semesters, withdraws from the program and remains out of the program for three semesters or more (counting the semester he/she withdrew), he/she must successfully pass (with a 75 percent or better) the most current final examination for each Medical Laboratory course completed prior to withdrawal in order to re-enter the program. If a student remains out of the program for two years or more, he/she must repeat all Medical Laboratory Technology courses.
2. Readmission to the program depends upon available space. Previous students who wish to re-apply to the program should call the Department Chair or refer to the *Tyler Junior College Medical Laboratory Technology Student Handbook*. Military personnel, who are in the program and called to active duty, will automatically be allowed back into the program and placed in the appropriate semester within one year of the honorable discharge date.
3. The Medical Laboratory Technology Program curriculum and course descriptions are outlined in the current Tyler Junior College Catalog. Tuition and other program costs are detailed on an enclosed "Cost and Fees" sheet.