



MLT Office Use Only

Received _____

Date _____

Initials _____

Saddleback College

Medical Laboratory Technician Program Student Application

PLEASE HAND PRINT THE FOLLOWING INFORMATION:

Saddleback Student ID# (REQUIRED) **Last Name** **First Name**

() _____ () _____ _____

Cell Phone # **Alternate Phone #** **Student Email Address**

Mailing Address, City, State and Zip Code **Date of Birth**

High School Attended **High School Graduation Date**

Are you a U.S. citizen? Yes No Are you here on a Visa? Yes No If yes, please attach documentation

Are you a Permanent Resident with working social security card? Yes No Are you a veteran? Yes No

Do you currently have a non-expired CA Certified Phlebotomy Technician License (CPT1 or 2)? Yes No If yes, please specify the license #: _____ (Attach copy of license)

Do you have a BA/BS degree or Higher? Yes No Associate Degree? Yes No

Important Application Procedures: Official communication will be sent ONLY via your Saddleback Student e-mail address. Individuals accepted into the MLT Program must clear a criminal background/Drug Screening check and a Procedures: complete physical. (See Medical Lab / Phlebotomy Tech Clinical Clearance Check List on Saddleback College MLT website)

Official transcripts or foreign evaluated transcripts pertinent to earned degrees, pre-requisites, and MLT curriculum must be submitted to **Admissions and Records** *prior to* enrolling in any MLT course. Unofficial transcripts must be submitted with the application. Also, submit official AP scores if applicable to Admissions and Records. Any pre-requisite course not completed at Saddleback/ IVC will require a petition for course substitution (see form attached). Applicants are responsible for submitting the petition for course substitution form to the Division of Mathematics, Science, and Engineering (**SM 334**). Once your request is approved, you must submit the form in person to the Division of Health Sciences and Human Services (**HS-235**) to Reenie Ramirez to confirm that your application is complete. All petitions must be approved on or before the last day of the application period.

List all completed Program Pre-requisites, Program Co-requisites, and/or Degree requirement courses

Course	Term/Year	College/University Location (City, State)	Course Title & Course # (If not taken at Saddleback/IVC)	Units	Grade
Human Anatomy & Physiology (Bio 113)					
Intro to General, Organic, & Biochemistry (Chem 108)					
General Microbiology (Bio 15)					
Intermediate Algebra					
Intro to Clinical Lab Profession (MLT 210)					
Basic Lab Procedures (MLT 211)					

_____ **Signature** _____ **Date**

I acknowledge, by my signature, that the information on this form is true and correct.

SADDLEBACK COLLEGE
Office of Admissions, Records, and Enrollment Services
PETITION FOR COURSE SUBSTITUTION OR WAIVER

To the Student:

1. Attach course descriptions and course syllabi from the other institutions to this form.
2. This form should be submitted to the appropriate Academic Division Office. The form will be reviewed and forwarded to the Office of Admissions and Records to be added to your records. This form may not be delivered to the Admissions Office by the student.
3. In no case will the Saddleback College transcript be altered as a result of an approved waiver/substitution.
4. You may contact the Office of Admissions and Records four weeks after submitting this petition for a response (approved or denied).
5. Approved petitions are valid ONLY with the official transcript(s) from the other institution(s) on file in the Office of Admissions and Records.

Last Name	First	M.I.	Student ID
Phone Number		E-mail	
Student Signature			Date

Check appropriate box

Associate/Certificate Course Substitution (Requires signature of course instructor and Division Dean)

A substitution is the use of a course from another college that is comparable to a Saddleback College course. Substitutions cannot be made using another Saddleback course.

Name of Certificate/Degree Affected: _____

Saddleback course to be substituted (Enter course name and number)	Units	Course to be used as substitute for Saddleback course		Units / Grade	Appr'd	Denied
		Course Name and Number	Name of other college			

Associate/Certificate Course Waiver (Requires signature of course instructor and Division Dean)

Waivers will exempt student from taking a particular course (Waives content only, not unit requirement.)

Reason waiver is requested: _____

Name of Certificate/Degree Affected: _____

Saddleback course to be waived (Enter course name and number)	Units	Alternate program or experience completed to waive Saddleback course	Units/ Grade	Appr'd	Denied

Comments: _____

Instructor/Chairperson Signature	Date	Dean's Signature	Date
Print Name		Print Name	
RECEIVED IN ADMISSION AND RECORDS BY:		Date:	

From the Freeway:

From the I-5 freeway, exit at Avery Parkway in Mission Viejo and head East. Once you pass through Marguerite Parkway and up a small hill, you will enter the campus on your left. Turn right on Campus Drive East and follow it around to the athletic facilities. The stadium will be on your immediate left.

From the 241 Toll Road:

Heading South on the 241 toll road, exit at Oso Parkway and turn right. Follow Oso Parkway for about 2 miles, turning left on Marguerite Parkway. Follow Marguerite Parkway for about 2 miles, turning left into the campus at Medical Center Way. Once on campus, turn left at the first stop sign onto Campus Drive East, then turn right at the second stop sign. The tennis courts and baseball field will be on the left; the pool, gym, and then the stadium on your right.

From the 73 Toll Road:

Heading South on the 73 toll road, take the Crown Valley/Greenfield exit and turn right. Make a left on Crown Valley, pass over the I-5 freeway, then turn right on Medical Center Way. Follow Medical Center Way up the hill past the hospital and the entrance to campus is straight ahead. Once on campus, turn left at the first stop sign onto Campus Drive East, then turn right at the second stop sign. You will see the tennis courts and baseball field on the left; the pool, gym then the stadium on your right.

