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## **MLS School Program Policy: Admissions**

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Admission to the MBMC School of Medical Laboratory Science is non-discriminatory. Qualified applicants will be evaluated for admission without regard to race, color, religion, sex, national origin, age, genetic testing information or disability, consistent with related state and federal governmental regulations. Students are evaluated for admission to the program according to the selection criteria listed in this policy. A scoring criteria rubric is available to help the Admissions Committee select candidates for admission.

### **3+1 Applicants**

Applications to the School of Medical Laboratory Science, 3+1 option, will be considered after the applicant has completed the prerequisite coursework at one of the School's academic affiliates and has courses in progress that will fulfill the baccalaureate degree requirements of the affiliated college or university and the prerequisites for the School of Medical Laboratory Science. Students who will be transferring hours from MBMC to an academic affiliate to complete their degree must obtain written approval from the Academic Advisor to enroll in the 3+1 clinical program. Before the clinical program begins, the student must complete all prerequisite courses, and the Academic Advisor must send a statement to the Program Director confirming the student's eligibility for a degree upon satisfactory completion of the clinical program.

### **4+1 Applicants**

Applications to the School of Medical Laboratory Science, 4+1 option, will also be considered. The 4+1 students must provide documentation of baccalaureate degree completion and completion of all School of Medical Laboratory Science prerequisites before the clinical program begins.

### **International Applicants**

For applicants who completed degrees outside the United States, a transcript evaluation from one of the [evaluation agencies](#) listed by the ASCP Board of Certification must be submitted with the international transcript.

In addition, all international applicants must present evidence to the hospital's Human Resources department of their eligibility to work in the United States to prove there are no restrictions that might interfere with the year of clinical training.

### **Advanced Placement**

Advanced placement is not offered at MBMC in the School of Medical Laboratory Science.

### **Prerequisite Coursework**

Applicants must complete:

- 16 semester hours (24 quarter hours) of Chemistry courses
  - Organic Chemistry is required
  - Biochemistry is recommended
- 16 semester hours (24 quarter hours) of Biology courses
  - Microbiology & Immunology are required
  - Genetics, Parasitology & Molecular science courses are recommended

- One course in Mathematics is required. Minimum requirements are met by courses recognized as prerequisites for Physics courses.
  - Courses in Statistics & Physics are recommended

### **Updating Coursework**

Due to rapidly changing technology, applicants who have met the minimum educational requirements seven or more years prior to application must update their academic preparation in Biology and/or Chemistry to assure competence in their scientific knowledge. Criteria utilized in reviewing the candidates' credentials include degree status, timeframe since completion of academic coursework, GPA in pre-requisite science courses and GRE scores obtained within the past seven years.

Options for satisfying updated coursework include, but are not limited to:

- Completion of formal college courses within the past seven years that are applicable to Medical Laboratory Science (such as Chemistry, Microbiology, Immunology, etc.) with a minimum grade of "B"
- Completion of challenge examinations within the past seven years resulting in academic credit
- Documentation of relevant and recent experience in the field of content in which the candidate may be using skills that will satisfy "update" requirements; prefer experience be within the past five years

*Updated coursework must be approved by the Medical Laboratory Science Program Director prior to admission.*

### **GPA**

Candidates for the School of Medical Laboratory Science must have a minimum cumulative grade point average (GPA) of 2.70 and a minimum Math/Science GPA of 2.70 prior to admission to the clinical program.

### **Graduate Record Exam**

The general Graduate Record Exam (GRE) is required to determine the applicant's academic ability. Scores must be obtained within the last seven years. Minimum acceptable scores include a combined score of 280 on the Verbal & Quantitative sections and at least a 3.0 on the Analytical writing section. Students should send a copy of their score report to the MLS Program Director or upload it when completing the online application for the program.

GRE scores may be submitted after the interview with the Admissions Committee; however, the absence of scores will affect the applicant's overall ranking in the admissions process.

### **Facility Tour**

Applicants interested in the MBMC School of Medical Laboratory Science should tour the laboratory facility and discuss the Medical Laboratory Science career choice with faculty prior to making application.

## **Interviews**

Personal interviews are conducted by the MBMC School of Medical Laboratory Science Admissions Committee. Whenever possible, interviews are conducted in-person on the MBMC campus. Before an interview will be granted, the following items **must** be received:

- Completed application form with admission essay
- At least one completed reference evaluation (*prefer all reference evaluations be completed before interview*)
- At least one official transcript from a senior college (*prefer all transcripts be received before interview*)

Once the minimum required items have been received and evaluated, applicants may be contacted for interview with the Admissions Committee. *Please note that meeting the minimum academic requirements does not automatically grant the applicant an interview.*

## **Student Health & Essential Functions**

Due to the nature of hospital work, students admitted to the School of Medical Laboratory Science must be in good health at the time of entry and must satisfactorily meet the mental and physical health requirements for a Medical Laboratory Scientist position.

Essential functions for students in the School of Medical Laboratory Science represent non-academic demands of the program. They are described as the physical and behavioral standards that students must possess in order to successfully participate in and complete the clinical program. Inability to function in these essential areas at an entry-level capacity, with or without reasonable accommodations, may compromise successful completion of the program.

The student must be able to master the following essential functions to participate in the MBMC program:

1. Read and write effectively and legibly in the English language.
2. Adequately communicate verbally and in writing with patients and staff in the English language.
3. Demonstrate manual dexterity with good hand-eye coordination & near visual acuity to the degree that the student can utilize traditional computer keyboards and telephones, and handle patient specimens and chemicals (some hazardous).
4. Hear instrument alarms & beeps, fire and other safety alarms, timers, and telephone/intercom communication.
5. Stand and sit for extended periods of time, and perform repetitive motions.
6. Move freely from one area to another, including lifting up to ten pounds, and reaching over and bending around instruments. Stand, walk, reach, lift, push, pull, bend, or stoop, to access reagents and supplies in refrigerators, freezers and incubators.
7. See through a microscope and discriminate color reactions of special stains and other laboratory procedures.

8. Concentrate on details for frequent periods of time & pay close attention to many integrated processes and details with frequent interruptions. Be mentally alert at all times.
9. Monitor instruments, people and situations concurrently while performing job related tasks such as pipetting, pouring, etc. Make decisions with independent judgment & work under stressful situations.
10. Wear personal protective equipment & be aware of potential exposure to contagious diseases and chemical irritants.

Pre-employment screenings, performed upon admission to the program, include a color discrimination test, prescribed laboratory tests, background check and drug screen. If an applicant does not meet the essential functions of a Medical Laboratory Scientist or does not satisfactorily complete pre-employment screenings, the applicant will not be allowed to remain in the program.

### **Student Selection Criteria**

Qualified applicants are ranked for admission by the Admissions Committee according to an objective scoring system. The following components of the application are assigned points in the ranking system:

- ◆ Cumulative GPA
- ◆ Senior College GPA
- ◆ Math/Science GPA
- ◆ Number of semester hours earned at affiliated university (for 3+1 students)
- ◆ Graduate Record Exam scores
- ◆ Reference Evaluation scores
- ◆ Admissions Committee interview scores
- ◆ Additional Considerations:
  - Reapplication – Extra points are assigned to each student reapplying to the program.
  - Course failure – Negative points are assigned for each course failure (unless covered by academic forgiveness) or for repeating a course more than once.
  - Course withdrawals – Only two course withdrawals are accepted without penalty. Negative points are assigned for each course withdrawal over two. If a student withdraws from an entire semester of courses, the semester will count as one withdrawal.

### **Application Process**

All application materials should be submitted by **December 15** for the class that begins the following Fall. Action may not be taken on applications until all requested materials have been received. Since there may be some delay in obtaining transcripts and references, applicants should allow adequate time for these to be supplied. If students desire to withdraw their application from consideration by the Admissions Committee, they should promptly notify the Medical Laboratory Science Program Director.

The application deadline may be extended should the class not be filled. A maximum of six students per year may be accepted, at the discretion of Program Officials. There is no set number of students accepted from each affiliate.

Students receiving acceptance letters from MBMC are allowed approximately two weeks to reply. If the student does not respond in this time period, the position may be offered to another student. An activity fee is charged for the clinical year at MBMC. Of this fee, half is due upon the student's acceptance of a place in the program, and the remainder of the fee is due during the first week of class. The entire fee is non-refundable. Once a student is admitted to the School of Medical Laboratory Science, the student must abide by all MBMC employee handbook guidelines. Students wishing to withdraw from the program after being admitted must submit a written notice to the Program Director.

### **Other information**

Additional information concerning the clinical program may be obtained from the Academic Advisor on the college campus or the MBMC MLS Program Director.

The application form may be accessed via the MBMC MLS School webpage at <https://www.baptistonline.org/locations/jackson/school-of-medical-laboratory-science>

MBMC program officials will be glad to answer any questions or concerns regarding the application and admission process and may be reached at (601) 968-3070 or [Jennifer.Knight@bmhcc.org](mailto:Jennifer.Knight@bmhcc.org).

### **Related Documents**

[MLS School Application: Applicant Scoring Criteria](#)

[MLS School Program Policy: Fees & Withdrawal](#)