
MLS School Application: Instructions to Applicants

Please carefully follow all instructions to complete the online application. For complete details regarding all required application materials and student selection criteria, see the MLS School Admissions policy document on the program website at [Admission Information](#).

It is the applicant's responsibility to ensure all required application materials are submitted. You may reach out to the Program Director at any time to determine the status of your application. Once submitted, all application materials become the property of the Mississippi Baptist Medical Center School of Medical Laboratory Science.

Complete the online application form in one sitting. There is no option to save your progress and continue later. Items with a **red asterisk (*)** require an answer before you will be able to submit the form. Once the application form is successfully submitted, it will be available to the Program Director, and you will receive a confirmation email and copy of your application responses.

Online Application Fields to Complete:

- **Today's Date*** – Enter the date you are completing the application.
- **Contact Information** – Enter your legal name (first*, middle, last*), preferred name (the name you want to be called), your permanent mailing address*, your current mailing address (if different from permanent), email address* and cell phone number*.
- **Work eligibility*** – Indicate if you are eligible to work in the United States.
 - *Students accepted into our program are hired as PRN employees for the duration of the program.*
- **Emergency Contact*** – List the name and phone number of a person to be notified in case of emergency.
- **Preferred Entrance Date*** – Enter the year you would like to enter the program.
 - *The program generally starts once per year, in August.*
- **Required Tour** – List the date you toured the MBMC Lab.
 - *If you have not toured the facility, please contact the Program Director at 601-968-3070 or Jennifer.Knight@bmhcc.org to schedule a tour.*
- **Type of Enrollment in the MBMC program*** – Indicate if you will be a 3+1 or a 4+1 student.
 - *Enrollment as a 3+1 student indicates that completion of the MBMC program is required for you to complete your Bachelor's degree at a college/university affiliated with the MBMC program.*
 - *Enrollment as a 4+1 student indicates that your Bachelor's degree has been or will be completed prior to the start date of the MBMC program.*
- **Graduate Record Exam (GRE)** – Indicate the date you took the exam or the date you are scheduled to take the exam. Attach a copy of your score report or email a copy to the MLS Program Director at Jennifer.Knight@bmhcc.org.
 - *Submission of scores from the general GRE is required to complete the application process. Further details about the GRE can be found at www.ets.org/gre*

- **Previous Admission*** – Indicate if you have previously been admitted to a Medical Laboratory Technology (MLT) program, Medical Laboratory Science (MLS) program or Medical School. If you answer “yes” to this item, you will be prompted to list the name of the program/school to which you were admitted and the dates of attendance.
- **Academic History*** – List the names of **all** the colleges/universities you have attended.
 - *Official transcripts from each college/university you attended are required to complete the application process. This includes community colleges because senior college transcripts do not always show details of community college course names, grades or credits.*
 - *Official transcripts are those sent directly from the college/university Registrar’s office to the Program Director. If sent electronically, the Program Director must receive them by the application deadline. If sent via postal mail, they must be postmarked by the application deadline.*
 - *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.*
- **References*** – List name, position/title, school/organization and email address for three individuals who can attest to your academic, clinical and/or employment experiences. Indicate whether you waive or retain right of access to the completed reference evaluation from each individual.
 - *Include at least two science instructors, if possible.*
 - *Examples of acceptable references include, but are not limited to, current or recent college/university instructors, employers, and club or organization sponsors.*
 - **Please ensure you enter correct email addresses for each evaluator.** *The Program Director will email a link to the reference evaluation form directly to each evaluator and will only accept evaluations and supporting letters (if applicable) sent directly by the evaluator.*
- **Essential Functions*** – Indicate if you can master the essential functions of the Medical Laboratory Scientist.
- **Admission Essay*** – Attach a 1-2 page PDF (preferred) or Word document (1 megabyte document size limit) detailing the following:
 - Past accomplishments (*honors, awards, scholarships, special skills*)
 - Previous laboratory training or experience, if any
 - Previous work experience, if any (*describe the value of the experience*)
 - Personality (*describe yourself and your interests*)
 - Goals and long-range objectives (*describe the motivation for your career choice*)
 - Timeliness record (*describe how often you are absent or late for school or work*)
- **Attestation and signature*** - Read the attestation and consent statements. Sign your name in the designated box and type your name in the “Signature of” field. Click “Submit” to complete the application form.