



WAYNE COMMUNITY COLLEGE

MEDICAL LABORATORY TECHNOLOGY

Spring Semester 2016 Admission Policies and Procedures

This application can be accessed at:
<http://www.waynecc.edu/wp-content/uploads/mlt.pdf>

This information supersedes all previously published information.

Apply September 1, 2015 – November 19, 2015 for earliest consideration.

Applications received after November 19, 2015 will be considered on a monthly basis.

Applicants may apply for only one limited admissions health occupations program per semester.

For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit our website at <http://waynecc.edu/gainful-employment/>.

Wayne Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call [404-679-4500](tel:404-679-4500) for questions about the accreditation of Wayne Community College.

The Commission on Colleges may be contacted only if there is evidence that Wayne Community College is significantly non-compliant with a requirement or standard. Accreditation standards are located at: <http://www.sacscoc.org/principles.asp>

The purpose for publishing the Commission's access and contact numbers is to enable interested constituents (1) to learn about the accreditation status of the institution, (2) to file a third-party comment at the time of the institution's decennial review, or (3) to file a complaint against the institution for alleged non-compliance with a standard or requirement.

Inquiries about Wayne Community College, such as admission requirements, financial aid, educational programs, etc. should be addressed directly to Wayne Community College and not the Commission's office.

Wayne Community College is a tobacco-free institution.

The College's annual safety and security report is available online at www.waynecc.edu/administration/security/securityreport or in the Office of Campus Police and Security.

Wayne Community College is an Equal Opportunity/Affirmative Action College and accommodates the needs of individuals with disabilities. It is the intent of the College that all courses be accessible to all qualified students.

It is the student's responsibility to make his or her disability known as soon as the need becomes known in order to provide ample time for arrangements to be made. The student must request academic adjustments by contacting the Disability Services Counselor at [919-739-6729](tel:919-739-6729).

Student Right-to-Know: Information regarding the persistence rate of enrolled students toward graduation and transfer-out-rate is available in the Office of Admissions and Records. Student rights under FERPA are available at www.ed.gov/policy/gen/guid/fcpr/ferpa/index.html or in the Office of Admissions and Records and in the Office of Counseling Services.

**MEDICAL LABORATORY TECHNOLOGY
SPRING 2016 ADMISSIONS POLICIES AND PROCEDURES**

**INFORMATION IN THIS PACKET SUPERCEDES ALL PREVIOUSLY
PUBLISHED INFORMATION**

Thank you for your interest in the Medical Laboratory Technology program (MLT). The MLT program, a full-time curriculum program, prepares individuals to perform clinical laboratory procedures in chemistry, hematology, microbiology, and immunohematology that may be used in the maintenance of health and diagnosis/treatment of disease. Course work emphasizes mathematical and scientific concepts related to specimen collection, laboratory testing and procedures, quality assurance, and reporting/recording and interpreting findings involving tissues, blood, and body fluids. Graduates may be eligible to take the examination given by the Board of Certification of the American Society for Clinical Pathology. Employment opportunities include laboratories in hospitals, medical offices, industry, and research facilities.

We will begin accepting applications for the Medical Laboratory Technology (MLT) program starting **September 1, 2015**. Admission to the Medical Laboratory Technology program is a competitive process based on highest point count. Students interested in enrolling in the Medical Laboratory Technology program for Spring 2016 must submit a completed application, submit all transcripts and/or letters verifying non-attendance, and complete an official interview by **November 19, 2015 by 4 p.m.** for consideration at the first meeting of the Admissions Committee.

Applicants completing all requirements after the November 19th deadline will be considered by the Admissions Committee at subsequent meetings until the program is filled. *If you have questions or concerns, please call the Office of Student Development/Counseling Services at 919-735-5151, ext 6732 or the Office of Admissions and Records at ext. 6720.*

Please use the following checklist to ensure you complete the admissions requirements.

The applicant should complete and submit the following information to the Office of Admissions and Records:

- _____ 1. Submit an application for Medical Laboratory Technology and Letter of Understanding to the Office of Admissions and Records. **A faxed application and Letter of Understanding will not be accepted.**

Note: If you are planning to take the general education requirements for Medical Laboratory Technology in a semester prior to Spring 2015, also submit a general application to the college for either Associate in Arts or Associate in General Education to the Office of Admissions and Records.

- _____ 2. Request that an official high school transcript or equivalent and **ALL** college transcripts be sent to the Office of Admissions and Records. These transcripts must be requested by you from your former schools, colleges and/or universities and must be received by WCC before the application deadline in order to complete your application. (**Note:** An official transcript is one that is sent by one school, college or university to another. The official transcript has the school's seal and the appropriate signature. **A faxed copy is not considered to be an "official" transcript**). If you are enrolled in the Summer 2015 semester, you will need to send an updated transcript by the November 19th deadline. If you have any Advanced Placement (AP), CLEP or DANTES credit, you must request the scores to be sent directly from the testing company.

It is the applicant's responsibility to make sure that all transcripts are up to date and on file with the Admissions Office by the published deadline.

Failure to submit all transcripts to the Admissions Office by the published deadline will result in removal of the application from consideration or the applicant's dismissal from the program.

The National Student Clearinghouse is used to verify students' prior enrollment.

NOTE: Students with foreign transcripts must complete at least eight (8) semester hours of college credit (**not including pre-curriculum courses**) from an American regional accrediting agency. Of these eight (8) semester hours, there must be at least three (3) hours of life science, biology or chemistry. **No transfer credit will be accepted from institutions not accredited by an American regional accrediting agency.**

3. Take the placement tests (Accuplacer/CPT, ASSET, COMPASS, NCDAP and Computer Skills) and meet the required minimum scores necessary for the Medical Laboratory Technology program or submit official SAT or ACT scores or complete the listed course substitutions. Test scores must be within five (5) years of the program start date (January 2016). Accuplacer/CPT, ASSET, COMPASS, and Computer Skills placement tests taken before January 2010 must be retaken for a program starting January 2016. Official placement scores can be sent from another school. (**Note:** Official placement scores are ones that are sent by one school, college or university to another. Official placement scores are sent in a sealed envelope. **A faxed copy is not considered to be "official" placement scores**). Minimum scores on the ACT or SAT or minimum scores on the placement tests are listed below.

| Accuplacer/CPT | | ASSET | | COMPASS | | NCDAP | |
|-----------------------|-------|--------------|------|------------------------|-------|--------------|------|
| Reading | 80* | Reading | 41* | Reading | 81* | DRE | 151* |
| Writing | 86* | Writing | 41* | Writing | 70* | DMA 010 | 7** |
| Arithmetic | 55** | Numerical | 41** | Pre-Algebra | 47** | DMA 020 | 7** |
| | | | | | | DMA 030 | 7** |
| SAT | | ACT | | Computer Skills | | | |
| Critical Reading | 500* | Reading | 22* | Computer | 78*** | | |
| Writing | 500* | English | 18* | | | | |
| Mathematics | 500** | Math | 22** | | | | |

Scores with an asterisk can be met with course work.

- * Placement requirements in Reading and Writing may be met by completion of ENG 111 (or college level equivalent) with a grade of C or better. An AP English score of 3 or higher will satisfy the Reading and Writing placement test scores.
- ** Placement requirement in Pre-Algebra may be met by completion of MAT 070 or MAT 060 or higher (or college level equivalent with a grade of C or better **OR** DMA 010, 020, and 030 with a grade of P
- *** Placement requirement in Computer Skills may be met by completion of CIS 070 or CTS 080 (or college equivalent) with a grade of C or better.

4. (OPTIONAL) Submit documentation of completion of education or training (copy of transcript, certificate or license) if you have previously attained a degree (AAS, AA, AS, or Baccalaureate) or prior training or education as Phlebotomist, CNA I, CNA II, EMT (Basic, Intermediate, or Paramedic).

5. Complete an official Medical Laboratory Technology program interview* with a WCC Student Development/Counseling Services counselor in the Wayne Learning

Center Building for referral to the Admissions Committee for the year of application.

*You will know your interview is **official** if your pink copy of the Student Admission Report (SAR) has a check beside "Yes" under "Refer to Allied Health Admissions Department."

Note: Please do not submit unsolicited information such as personal recommendations or references. These materials will not be used in the application process.

When the admission process is completed, the applicant's record will be reviewed by the WCC Admissions Committee at regularly scheduled meetings until the program is filled.

IMPORTANT!! Applicants completing all requirements after the initial November 19th deadline will be considered by the Admissions Committee at regularly scheduled meetings until the program is filled.

STUDENT MEDICAL FORM

Prior to final acceptance and registration, applicants must submit the completed **Student Medical Form** (with documentation of the required immunizations). Entering students who have completed the Hepatitis-B immunization series must present a signed statement to that effect from the health care provider or agency providing the immunization. Student Medical Forms will be provided by Wayne Community College after your conditional acceptance to the Medical Laboratory Technology program.

CRIMINAL BACKGROUND CHECK and DRUG SCREENING

Affiliating health care agencies with which the college has contracted to provide clinical experiences for Medical Laboratory Technology students require students to submit to criminal background checks and drug testing prior to or during participation in clinical experiences at the site. The results of the background check and drug screen may determine if a student is eligible to enter clinical agencies. Students are responsible for the cost of the background check and drug screen.

1. Applicants should be aware that a student must be able to enter and/or remain in all clinical agencies to progress within the program. If a clinical site denies a student placement in their facility, the student would be unable to complete the required clinical component of the course. The student will be withdrawn from all MLT courses and will not be allowed to progress in the program.
2. Currently the Medical Laboratory Technology program uses an online vendor for background checks and drug screening. Information on how to complete the process is included with the letter of acceptance to the program.
3. The background check and drug screening must be completed by the specific date prior to the start of the semester in which the student enrolls. Failure to complete the process as specified will jeopardize enrollment in the program.



ALLIED HEALTH STUDENT ADMISSION REPORT

Wayne Community College
P.O. Box 8002 • Goldsboro, NC 27533-8002
919-735-5151 • www.waynecc.edu
An Equal Opportunity Employer

Student Name: _____
Last First Middle Maiden/Former

Datatel ID Number: _____

Allied Health program applying for:

- | | | |
|---|---|---|
| <input type="radio"/> Associate Degree Nursing <input type="checkbox"/> Deadline: March 26, 2014 | <input type="radio"/> Licensed Practical Nursing <input type="checkbox"/> Deadline: April 23, 2015 | <input type="radio"/> Advanced Standing LPN to RN <input type="checkbox"/> Deadline: November 13, 2014 |
| <input type="radio"/> Dental Hygiene <input type="checkbox"/> Deadline: March 26, 2014 | <input type="radio"/> Dental Assisting <input type="checkbox"/> Deadline: April 23, 2015 | <input type="radio"/> Medical Assisting <input type="checkbox"/> Deadline: April 23, 2015 |
| <input type="radio"/> Phlebotomy <input type="checkbox"/> Deadline: November 13, 2014 | <input type="radio"/> Pharmacy Technology <input type="checkbox"/> Deadline: April 23, 2015 | <input type="radio"/> Advanced Standing Medical Assisting <input type="checkbox"/> Deadline: November 13, 2014 |
| <input type="radio"/> Medical Laboratory Technology <input type="checkbox"/> Deadline: November 13, 2014 | | |

Admission Readmission

Refer to Allied Health Admissions Department

Yes No

Hold until further action:

- Missing Transcripts per Clearinghouse / personal disclosure
- Old / Incomplete / Missing / Low Test Scores
 Reading _____ English _____ Math _____ CIS 070 _____ ACT/SAT _____
- Missing / not completed chemistry class within ten years of program start date (Nursing only)
- Missing proper work-related experience documentation (DH / DA / Phlebotomy / Pharm Tech / Med Lab Tech / Med Assisting)

It is the student's responsibility to make sure all requirements are met by program deadline.

Counselor Signature _____ Date _____

Student Signature _____ Date _____

WHITE - ADMISSIONS PINK - STUDENT

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Student Rights-Know: Information regarding the persistence rate of enrolled students toward graduation and transfer-out rate is available in the Office of Admissions and Records. Student rights under FERPA are available at <http://www2.ed.gov/policy/gen/guid/fpofa/ferpa/index.html> or in the Office of Admissions and Records and in the Office of Counseling Services. Wayne Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4037 or call 404-679-4200 for questions about the accreditation of Wayne Community College.

RANKING PROCESS

The following criteria are used to select members of the entering Medical Laboratory Technology class at Wayne Community College:

When all requirements have been met, qualified applicants are ranked using a point system. As this is a selective enrollment program, it is in the student's best interest to achieve as many ranking points as possible. The components of the ranking system include the following:

GRADE POINT AVERAGE:

COLLEGE OVERALL GPA:

If the applicant has eight (8) or more semester hours of college courses completed (not including pre-curriculum courses and ACA 111), the college grade point average will be considered. **All** college courses (not including pre-curriculum courses and ACA 111) will be used in computing the college overall GPA.

COLLEGE SCIENCE GPA:

If the applicant has a biology, chemistry or physics course as part of the above mentioned eight (8) or more semester hours of college courses completed, the college science GPA will be considered. All biology, chemistry or physics courses (not including pre-curriculum courses) will be used in computing the college science GPA.

HIGH SCHOOL GPA:

If the applicant has no college course work completed or an amount less than eight (8) semester hours completed, the weighted high school science GPA will be considered. The weighted high school science GPA will be used if the student has not completed any college level science classes (not including pre-curriculum courses). High school science is defined as biology, chemistry, physics, and physical science.

GED TEST:

If the applicant has completed the GED and has less than eight (8) hours of college course work completed (not including pre-curriculum courses and ACA 111), the GED overall score and the GED science score will be considered.

GRADE(S) FROM COMPLETED COLLEGE COURSE WORK: Points may be earned for completion of the following courses (or their college equivalents). Total points are awarded for specific courses completed by the deadline.

| | |
|-----------------|--|
| BIO 163 | Basic Anatomy and Physiology (or BIO 168 & 169) |
| CHM 130 | General, Organic, and Biochemistry |
| CHM 130A | General, Organic, and Biochemistry Lab |
| ENG 111 | Expository Writing |
| ENG 114 | Professional Research and Reporting |
| PSY 150 | General Psychology |
| MAT 110 | Mathematical Measurement |

- I. PRIOR EDUCATION or TRAINING:** Points may be earned for the completion of previous education or training: AAS, AA, AS, Baccalaureate or higher degree **OR** prior education/training (documented by copy of transcript, certificate or license) as a Phlebotomist, Nursing Assistant I or II, or EMT (Basic, Intermediate, or Paramedic) or completion of a certificate (documented by copy of certificate) listed in Health Sciences in NCCCS Education Guide (http://www.nccommunitycolleges.edu/Programs/docs/Education-Catalog/Education_Catalog_16Aug2013.pdf).

NOTE: Related Education is not a requirement for admission to the program. Appropriate documentation must be submitted for points to be awarded. (continued on the next page)

Total points for Grade Point Average, Grade(s) From Completed College Course Work and Completion of Prior Education or Training will determine the total score. Students with the highest point total will be accepted. Alternates will only be accepted if a student originally accepted, declines their seat. Applicants not admitted to the program must re-apply if they wish to be considered for the following year's class.

MEDICAL LABORATORY TECHNOLOGY ADMISSION RATING TOOL

Enclosed in this packet of information is the Admission Rating Tool used by the Medical Laboratory Technology program staff, counselor, and the Admissions Committee to select applicants for the Medical Laboratory Technology program. A point count tool was developed as an objective means of evaluating applicants. (See next page.) It is the total rating score that is used in the selection process.

This tool was developed as an objective means of evaluating applicants. Criteria used to select applicants for admission to the Wayne Community College Medical Laboratory Technology program are: (Part I) Placement Test Scores or Course Equivalent – ENG 111, DMA 010-030, and CIS 070 or CTS 080 with a C or better (No admission points are awarded for this section), (Part II) Grade(s) From Completed College Course Work, and (Part III) Completion of Prior Education or Training.

Your admission rating is confidential information. At no time and with no exceptions will your admission rating be discussed with anyone other than yourself. **PLEASE DO NOT CALL TO INQUIRE ABOUT YOUR POINT COUNT.** There will be no discussion of point count totals by phone.

**WAYNE COMMUNITY COLLEGE
MEDICAL LABORATORY TECHNOLOGY ADMISSION RATING**

Applicant Name: _____ **Datatel #:** _____
Date Reviewed: _____ **Reviewed by:** _____

PART I College Placement Tests (Minimum scores must be attained. Not used for ranking purposes.)

| | | | |
|-----------------------|----------------------|------------------------|----------------|
| Accuplacer/CPT | ASSET | COMPASS | DMA |
| Reading 80* _____ | Reading 41* _____ | Reading 81* _____ | DRE 151* _____ |
| Writing 86* _____ | Writing 41* _____ | Writing 70* _____ | 010 7** _____ |
| Arithmetic 55** _____ | Numerical 41** _____ | Pre-Algebra 47** _____ | 020 7** _____ |
| | | | 030 7** _____ |
| SAT | ACT | COMPUTER SKILLS | |
| Reading 500* _____ | Reading 22* _____ | Computer 78*** _____ | |
| Verbal 500* _____ | English 18* _____ | | |
| Math 500** _____ | Math 22** _____ | | |

OR

*Completion of ENG 111 (or equivalent) w/ C or better. _____

**Completion of DMA 010 - 030 (or equivalent) with a grade of C or better _____

***Completion of CIS 070 or CTS 080 (or equivalent) with a grade of C or better _____

PART II Grade Point Average: If applicant has completed at least 8 semester hours (or equivalent not including pre-curriculum courses) of college credit from an accredited institution, then college transcripts will be evaluated. All college transcripts will be used in determining the GPAs. If not, then high school transcripts or GED scores will be used. **(Maximum of 14 points)**

General GPA: Type (College, HS, or GED) _____

Overall GPA
 (2.0-2.79)= 3 (2.8-3.49)= 5 (3.5+)=7 GPA _____
 Overall GED Score
 (250-274)= 3 (275-299)= 5 (300+)=7 GED _____ GPA Points _____

Science GPA: Type (College, HS, or GED)

Science GPA
 (2.0-2.79)= 3 (2.8-3.49)= 5 (3.5+)= 7
 GED Science Score
 (50-54)= 3 (55-59)= 5 (60+)= 7 Science GPA Points _____

Total Part II _____

PART III GRADE(S) FROM COMPLETED COLLEGE COURSE WORK (Maximum 42 points)

| | | |
|------------------------------------|-----------------------------|-----------------------------|
| Scale: A-, A, A+ (6 points) | B-, B, B+ (4 points) | C-, C, C+ (2 points) |
| COURSE (or equivalent) | GRADE | POINTS |
| BIO 163 (or BIO 168 & 169) | _____ | _____ |
| CHM 130 | _____ | _____ |
| CHM 130A | _____ | _____ |
| ENG 111 | _____ | _____ |
| ENG 114 | _____ | _____ |
| MAT 110 | _____ | _____ |
| PSY 150 | _____ | _____ |
| | | Total Part III _____ |

PART IV PRIOR EDUCATION or TRAINING (Maximum 3 points)

Documentation of completion of:
 EMT (Basic, Intermediate, Paramedic), Nursing Assistant (I or II), Phlebotomy,
 or Certificate in a Health Science Program **2 points**
 Diploma or Degree (AAS, AA, AS, Baccalaureate, or higher) **3 points**
Total Part IV _____

Total Score (Maximum 59 points) _____

MEDICAL LABORATORY TECHNOLOGY

Official Program Description registered with the N.C. Department of Community Colleges:

The Medical Laboratory Technology curriculum prepares individuals to perform clinical laboratory procedures in chemistry, hematology, microbiology, and immunohematology that may be used in the maintenance of health and diagnosis/treatment of disease.

Course work emphasizes mathematical and scientific concepts related to specimen collection, laboratory testing and procedures, quality assurance, and reporting/recording and interpreting findings involving tissues, blood, and body fluids.

Graduates may be eligible to take the examination given by the Board of Certification of the American Society for Clinical Pathology. Employment opportunities include laboratories in hospitals, medical offices, industry, and research facilities.

WAYNE COMMUNITY COLLEGE MEDICAL LABORATORY TECHNOLOGY TECHNICAL STANDARDS

All students in the Medical Laboratory Technology (MLT) Program are expected to perform assigned skills, class assignments, and clinical activities at the same level, with or without accommodations. It is the responsibility of the applicant/student to read the technical standards carefully and to ask for clarification of any standard that is not understood.

Wayne Community College complies with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. Therefore, any disability affecting an applicant's ability to comply with these technical standards must be evaluated by the Disability Services Counselor in conjunction with the MLT program director and health care provider(s) (if appropriate) for an applicant/student with a disability who is otherwise qualified. Demonstration of one or more technical standards may be required. Students with a disability should see the Disability Services Counselor in the Student Development/Counseling Services Office.

The following skills/abilities include those cognitive, physical, and behavioral standards required for successful completion of the curriculum.

| Standard | Examples of Necessary Behaviors (not all inclusive) |
|--|---|
| Interpersonal Abilities sufficient to interact with co-workers, patients, families, and individuals from a variety of social, emotional, cultural and intellectual backgrounds. | Establish rapport with clients, families and colleagues. |
| Communication Abilities sufficient for interaction with others in verbal and written form. | Collect and document data. Explain treatment procedures. Obtain and disseminate information relevant to laboratory testing, patient care and work duties. Transmit information clearly, accurately, and efficiently. |
| Critical Thinking Ability sufficient for clinical judgment. | Identify cause and effect relationship in actual and simulated clinical situations and analyze data. Apply knowledge from class, laboratory and clinical areas. Utilize basic mathematical skills. |
| Physical Abilities sufficient to maneuver in small spaces, and reach or lift needed equipment/supplies. | Move around and within a patient's room, treatment area or lab. Administer CPR. Be able to reach laboratory benchtops and shelves. Be able to access patients in beds or seated in specimen collection chairs. |
| Gross and Fine Motor Abilities sufficient to provide safe and effective patient care and perform laboratory. | Move, calibrate, manipulate, pass equipment and supplies including sharp instruments. Position mobile and immobile clients. Perform a variety of laboratory techniques to include (but not limited to): Manipulation of a variety of types of pipettes, microscopes, specimen inoculation techniques, phlebotomy equipment, instrumentation, glass slides, and computer keyboard. |
| Auditory Ability sufficient to monitor and assess health needs. | Hear patients' cries of distress, sound of instruments and equipment being properly utilized, recognize alarms, monitor vital signs. |
| Visual Ability sufficient for physical assessment, performance of medical laboratory procedures and maintenance of environmental safety. | Observe client responses such as skin color and facial expression. Monitor vital signs. Read records. Observe color involved in specimen testing. Competently utilize a microscope to discern fine differences in structure, color, and agglutination. Possess depth perception sufficient to perform precise laboratory procedures involving small volumes and small objects. |

| | |
|--|---|
| Tactile Ability sufficient for assessment, and performance of medical laboratory procedures | Perform palpation techniques (venipuncture). Manipulate small objects. Sense changes in temperature. |
| Emotional Stability and Mental Alertness in performing in the medical laboratory role. | Maintain a calm and efficient manner in high stress/pressure situations with patients, staff, supervisors and colleagues. |
| Olfactory Ability sufficient to perform medical laboratory tech. procedures. | Distinguish liquids and chemicals. |

WAYNE COMMUNITY COLLEGE COMMUNICABLE DISEASE POLICY OF STUDENTS

Wayne Community College is committed to assuring that all necessary training and precautions are taken with regard to communicable diseases. The Biohazard Exposure Control Plan and the Pandemic Preparedness Plan of Wayne Community College reflect our efforts to ensure the good health and safety of all employees and students. The College adopts this communicable disease policy for students in an effort to control communicable diseases and the threat of pandemics on campus based upon established rules and regulations of the N.C. Division of Health Services. Employees and employees of contractors or contracted services infected with a communicable disease have the responsibility of reporting this fact to the Director of Human Resources. Students infected with a communicable disease have the responsibility of reporting this fact to the Associate Vice President of Academic and Student Services or the Vice President of Continuing Education, as appropriate.

Communicable disease is an illness resulting from an infectious agent or its toxic products being transmitted directly or indirectly to a person from an infected person or animal through the agency of an intermediate animal, host, or vector, or through the inanimate environment. [N.C.G.S. 130A-2(1c)] Communicable Disease shall include, but is not limited to: Chickenpox, influenza, Infectious Mononucleosis, Conjunctivitis, Hepatitis A, B & D, Acquired Immune Deficiency Syndrome (AIDS), Aids-related complex (ARC), positive HIV antibody status, Influenza, Measles, Meningitis, Tuberculosis, Whooping Cough, and sexually transmitted diseases.(N.C.G.S. 130A)

Persons who are infected with a communicable disease are expected to seek expert medical advice and are encouraged to advise local health authorities. Local health authorities should offer counseling to these persons about measures that can be taken to prevent the spread of infection and to protect their own health.

Persons who know, or have a reasonable basis for believing, that they are infected with a communicable disease have an ethical and legal obligation to behave in accordance with such knowledge to protect themselves and others. Medical information relating to the communicable disease of a student or employee will be disclosed to responsible college officials only on a strictly limited need-to-know basis. No person, group, agency, insurer, employer, or institution should be provided any medical information without the prior specific written consent of a student unless required by state and/or federal law. Furthermore, all medical information relating to the communicable diseases of students and employees will be kept confidential, according to state and federal law, including the Family Education Rights and Privacy Act.

If a student reports a communicable disease condition, the student may be excluded from the institution until an appropriate evaluation of the student's medical condition can be made. The evaluation may be made by a physician or a health department official and testing may be required if appropriate. Students in any Allied Health program may have additional requirements, as specified in each program's student handbook; therefore, these students should report all suspected communicable diseases.

The final determination of student's ability to remain in school will be made by the Vice President or Associate Vice President based upon professional medical evaluation results and recommendations. If a student is found to have a communicable disease, then the attendance of the student on campus or at any College activity will be prohibited until a satisfactory letter or certificate is obtained from one or more licensed physicians or public health officials stating that the student is not a health risk to employees and other students at the College.

The College's Biohazard Control Plan defines guidelines that will be followed in the event of an accidental exposure to bodily fluids or biohazards. Any such exposure should be reported immediately to the responsible faculty or staff person associated with the WCC activity involving such exposure and to the Student Activities Coordinator and an incident report must be completed.

Reference: WCC General Catalog and Student Handbook 2015-2016, page 163
(<http://www.waynecc.edu/wp-content/uploads/catalog.pdf>)

**WAYNE COMMUNITY COLLEGE
MEDICAL LABORATORY TECHNOLOGY PROGRAM (A45420)**

| | | CLASS | LAB | CLINICAL | CREDITS |
|------------------------------------|--------------------------------------|----------|----------|-----------|------------------|
| Spring Semester | | | | | |
| ACA 111 | College Student Success | 1 | 0 | 0 | 1 |
| BIO 163 | Basic Anat. & Phys. | 4 | 2 | 0 | 5 |
| CHM 130 | General, Organic, & Biochemistry | 3 | 0 | 0 | 3 |
| CHM 130A | General, Organic, & Biochemistry Lab | 0 | 2 | 0 | 1 |
| MED 121 | Med Terminology I | 3 | 0 | 0 | 3 |
| MLT 110 | Introduction to MLT | <u>2</u> | <u>3</u> | <u>0</u> | <u>3</u> |
| | | 13 | 7 | 0 | 16 |
| Summer Semester | | | | | |
| ENG 111 | Expository Writing | 3 | 0 | 0 | 3 |
| MLT 111 | UA & Body Fluids | 1 | 3 | 0 | 2 |
| MLT 120 | Hematology/Hemostasis I | <u>3</u> | <u>3</u> | <u>0</u> | <u>4</u> |
| | | 7 | 6 | 0 | 9 |
| Fall Semester | | | | | |
| MAT 110 | Mathematical Measurement | 2 | 2 | 0 | 3 |
| MLT 125 | Immunohematology I | 4 | 3 | 0 | 5 |
| MLT 140 | Introduction to Microbiology | 2 | 3 | 0 | 3 |
| MLT 220 | Hematology/Hemostasis II | <u>2</u> | <u>3</u> | <u>0</u> | <u>3</u> |
| | | 10 | 11 | 0 | 14 |
| Spring Semester | | | | | |
| MLT 130 | Clinical Chem. I | 3 | 3 | 0 | 4 |
| MLT 240 | Special Clin. Micro | 2 | 3 | 0 | 3 |
| MLT 255 | MLT Practicum I | <u>0</u> | <u>0</u> | <u>15</u> | <u>5</u> |
| | | 5 | 6 | 15 | 12 |
| Summer Semester | | | | | |
| MLT 264 | MLT Practicum II | <u>0</u> | <u>0</u> | <u>12</u> | <u>4</u> |
| | | 0 | 0 | 12 | 4 |
| Fall Semester | | | | | |
| ENG 114 | Prof Research & Reporting | 3 | 0 | 0 | 3 |
| MLT 215 | Professional Issues | 1 | 0 | 0 | 1 |
| MLT 275 | MLT Practicum III | 0 | 0 | 15 | 5 |
| PSY 150 | General Psychology | 3 | 0 | 0 | 3 |
| | Humanities/Fine Arts – Elective | <u>3</u> | <u>0</u> | <u>0</u> | <u>3</u> |
| | | 10 | 0 | 15 | 15 |
| TOTAL SEMESTER CREDIT HOURS | | | | | <u>70</u> |

**WAYNE COMMUNITY COLLEGE
MEDICAL LABORATORY TECHNOLOGY
ESTIMATED COSTS**

| <u>TUITION:</u> | PER SEMESTER |
|---|--|
| In-State | |
| \$72.00/Semester Hour* (Full-time = 16 hours) | \$1,152.00 |
| Student Activity Fee | \$ 30.00 |
| Technology Fee | \$ 16.00 |
| | \$1,198.00 |
| Out-of-State | |
| \$264.00/Semester Hour* (Full Time = 16 Hours) | \$4,224.00 |
| Student Activity Fee | \$ 30.00 |
| Technology Fee | \$ 16.00 |
| | \$4,270.00 |
| Textbooks** | |
| | \$500.00 - \$575.00 (1 st year) |
| | \$175.00 - \$250.00 (2 nd year) |
| <u>OTHER COSTS:</u> | ONE TIME FEE |
| Health/Medical Requirements*** | |
| Physical Exam | \$35.00 - \$120.00 |
| Hepatitis vaccine | \$90.00 - \$150.00 |
| Lab Coat | \$30.00 |
| Uniforms | \$150.00 (approximate) |
| Shoes | \$60.00 (approximate) |
| Equipment | |
| Watch (with second hand) | \$25.00 |
| Face Shield/Safety Glasses | \$30.00 |
| Criminal Background Check and Drug Screen | \$44.00 (minimum) |
| CPR AHA Healthcare Provider | \$74.00 |
| (Cap and Gown) | \$39.00 |
| Certification Exam Fee | \$200.00 |

* Tuition is based on the 2015 – 2016 school year tuition rates. This is subject to change.

** Cost of books is constantly changing. Costs vary, according to number of courses taken each semester.

*** Costs vary, depending on health care provider and insurance coverage.

Note: Also consider the cost of gas and the need for reliable transportation as students are assigned to out-of-county hospitals for clinical practice.

**MEDICAL LABORATORY TECHNOLOGY
LETTER OF UNDERSTANDING**

NAME _____ Student ID# or DOB: _____

I affirm that I have read and understand the Medical Laboratory Technology program admission policies and procedures as stated by Wayne Community College in the Medical Laboratory Technology Spring Semester 2016 Admission Policies and Procedures packet at: <http://www.waynecc.edu/wp-content/uploads/mlt.pdf>.

I understand that it is my responsibility as an applicant to submit all the necessary admission requirements prior to the deadline and that failure to comply with all application requirements will result in removal from consideration or dismissal from the program. (Please refer to the application package for more detailed information.)

I have read and I understand the Wayne Community College Medical Laboratory Technology Program Technical Standards section within this packet.

I have disclosed **all** schools attended and have requested official transcripts from **each** be sent to Wayne Community College. I understand that omissions of **any** school attended is grounds for removal from consideration or dismissal from the program.

I understand that no exceptions to the policies and procedures will be granted.

**INITIAL APPLICATION DEADLINE – MEDICAL LABORATORY TECHNOLOGY
November 19, 2015 by 4 p.m.**

Applicants completing all requirements after the deadline will be considered by the Admissions Committee at their next regularly scheduled monthly meeting until the program is filled.

After reading the above statement, please sign, date and return with your application.

Signature _____ Date _____

Note: Your application will not be processed without this signed statement.

**Please be sure to inform the Office of Admissions and Records
if your address or telephone number changes.**

AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER



APPLICATION FOR ADMISSION/READMISSION

P.O. BOX 8002
 GOLDSBORO, NC 27533-8002
 919-735-5151 • www.waynecc.edu
 An Equal Opportunity Institution

Do Not Write In This Space

R _____
 T _____

NOTICE TO APPLICANT: The information that you provide below will be placed in our master file. If any of this data changes, you must notify the Office of Admissions and Records immediately. Information on race and sex is requested for data gathering purposes only. Disclosure of social security number is voluntary and is used to verify the identity of an individual. Answer all questions completely and accurately. Use your legal name. Incomplete forms may delay your acceptance. Please print or type.

| | | | | | |
|---------------------------|---------------------------|---------------------------|----------------------------|--|-----|
| Last Name Jr./Sr./III | | First | Middle | Former | |
| Address | | | City | State | Zip |
| County of legal residence | | State of legal residence | Country of legal residence | WCC College ID Number (If Applicable) | |
| Home Telephone () () | Work Telephone () () | Cell Telephone () () | | Social Security Number | |
| Birthdate | Birthplace | E-mail Address | | Sex <input type="radio"/> Male <input type="radio"/> Female | |

| | | |
|--|---|--|
| Ethnicity and Race - Hispanic or Latino <input type="radio"/> Yes <input type="radio"/> No If no, choose one or more: <input type="radio"/> White <input type="radio"/> Black or African American <input type="radio"/> Asian <input type="radio"/> Native Hawaiian or other Pacific Islander <input type="radio"/> American Indian or Alaska Native | Year and term entering 20 _____ <input type="radio"/> Fall <input type="radio"/> Spring <input type="radio"/> Summer I plan to attend <input type="radio"/> Full-Time <input type="radio"/> Part-Time | Enrolling as <input type="radio"/> Freshman <input type="radio"/> Transfer <input type="radio"/> Returning WCC Student Last term registered at WCC _____ Name last enrolled under _____ |
|--|---|--|

| | | |
|---|---|--|
| Long-term goal at WCC? (Select one) <input type="radio"/> To obtain an Associate Degree, Diploma or Certificate <input type="radio"/> To enhance job skills in present field of work <input type="radio"/> To enhance employment skills for a new field of work <input type="radio"/> To take courses to transfer to another college <input type="radio"/> To take courses for personal enrichment or interest | Employment status while attending WCC (Select one) <input type="radio"/> Retired <input type="radio"/> Unemployed - not seeking employment <input type="radio"/> Unemployed - seeking employment <input type="radio"/> Employed 1-10 hours per week <input type="radio"/> Employed 11-20 hours per week <input type="radio"/> Employed 21-39 hours per week <input type="radio"/> Employed 40 or more hours per week | Highest educational level completed (Select one) <input type="radio"/> 8 <input type="radio"/> 9 <input type="radio"/> 10 <input type="radio"/> 11 <input type="radio"/> 12 <input type="radio"/> High School Equivalency <input type="radio"/> 13 Adult High School Diploma <input type="radio"/> 14 Post High School Vocational <input type="radio"/> 15 Associate Degree <input type="radio"/> 16 Bachelor's Degree <input type="radio"/> 17 Master's Degree or Higher |
|---|---|--|

U.S. Citizen Yes No
 If no, a) give country of citizenship _____ b) immigration status _____

Indicate if any of the following apply to you
 Retired Military Active Duty Military Dependent of Active Duty Military Department of Defense Employee

High school last attended _____ City _____ County _____ State _____

Graduation date or last date of attendance: Month _____ Day _____ Year _____ Yes, I graduated No, I did not graduate

| | | | | |
|---|--------|------|-------|------------------------------|
| <input type="radio"/> I received an Adult High school Diploma <input type="radio"/> I received the High School Equivalency <input type="radio"/> I am currently enrolled in high school | School | City | State | Date received or anticipated |
|---|--------|------|-------|------------------------------|

INITIAL HERE _____

IF YOU ARE APPLYING TO A CURRICULUM PROGRAM, PLEASE COMPLETE THE ITEMS BELOW.

All transcripts (high school or equivalent and college) must be on file in the admissions office before an applicant is officially accepted to the Program. Financial Aid and VA benefits will not be approved until all official transcripts are on file.

| College attended | City | County | State | Date last attended |
|------------------|------|--------|-------|--------------------|
| | | | | |
| | | | | |
| | | | | |

Curriculum to which you are applying (See back page) _____

6-Digit Curriculum Code _____

INITIAL HERE _____

WAYNE COMMUNITY COLLEGE

INFORMATION RELATING TO NORTH CAROLINA RESIDENCE FOR TUITION PURPOSES

North Carolina law (G.S. 116-143.1) requires that "To qualify as a resident for tuition purposes, a person must have established legal residence (domicile) in North Carolina and maintained that legal residence for at least 12 months immediately prior to his or her classification as a resident for tuition purposes." The information requested on this form must be supplied by every applicant for admission to WCC. This information is to be used only in connection with determination of your residence status for tuition purposes.

The law requires that every student admitted to the college be classified for the term admitted as either a resident or non-resident for tuition purposes, prior to enrollment. To be classified a resident for tuition purposes, you must furnish such evidence as the college may require to enable it to make such classification. Failure to provide all information requested will result in classification as a non-resident for tuition purposes.

Full Name _____ Social Security Number _____
Last First Former

ANSWER ALL QUESTIONS. PRINT OR TYPE YOUR RESPONSES. (IF NOT APPLICABLE, WRITE N/A.)

1. DO YOU HAVE A VALID ACTIVE DUTY MILITARY ID CARD OR ACTIVE DUTY MILITARY DEPENDENT ID CARD? YES NO
2. DO YOU CLAIM TO HAVE BEEN A LEGAL RESIDENT OF THE STATE OF NORTH CAROLINA FOR A PERIOD OF AT LEAST TWELVE MONTHS IMMEDIATELY PRIOR TO THE DATE OF COMPLETION OF THIS APPLICATION? YES NO

NOTE: If you answer "No" to questions 1 and 2, do not complete the remaining questions. Sign and date the form in the space provided. Otherwise, complete questions 3 through 14. Sign and date the form in the space provided below.

3. Current mailing address _____
(Street, Route, P.O. Box) City State Zip Code

4. Spouse's name _____ Date of marriage _____
5. Father living? YES NO; His Name _____
6. Mother living? YES NO; Her Name _____
7. If your parents are divorced, in whose custody are/were you? _____
8. Name of court-appointed guardian (if applicable) _____
9. If you have a court-appointed guardian, where (place) _____ and when _____ (date) was the appointment made?
10. Have you, your spouse, or either of your parents been in active military service within the past two years? YES NO
11. Check each of the following you have ever done outside North Carolina: Attended post-secondary school _____; worked _____

| 12. PERMANENT HOME ADDRESS | FROM (DATE) |
|----------------------------|-------------|
| Yours _____ | |
| Spouse _____ | |
| Father _____ | |
| Mother _____ | |
| Guardian _____ | |

| 13. LAST ADDRESS OUTSIDE NORTH CAROLINA | FROM (DATE) | UNTIL (DATE) |
|--|-------------|--------------|
| If you have never lived outside North Carolina, please write N/A. | | |
| Yours _____ | | |
| Spouse _____ | | |
| Father _____ | | |
| Mother _____ | | |
| Guardian _____ | | |

| 14. EMPLOYER (Current or Most Recent) | LOCATION | HOURS PER WEEK | SINCE (DATE) |
|---------------------------------------|----------|----------------|--------------|
| Yours _____ | | | |
| Spouse _____ | | | |
| Father _____ | | | |
| Mother _____ | | | |
| Guardian _____ | | | |

IF ADDITIONAL INFORMATION IS NEEDED, THE APPLICANT WILL BE NOTIFIED.

I hereby certify that all information I have set forth herein is true to the best of my knowledge, pursuant to my reasonable inquiry where needed. I hereby acknowledge that the institution may divulge the contents of this application only as permitted under the Family Educational Rights and Privacy Act of 1974 if I am, or have been, in attendance at this institution. I understand that work I complete and submit as a student may be used to assess college general education outcomes. Falsification of admissions documents resulting in incorrect information which could be used in consideration of admission to the college, admission to curriculum programs, or financial aid will result in removal of application from consideration or dismissal from the college/program.

Signature of Applicant _____ Signature of parent or guardian also, if applicant is under 18 years of age _____ Date _____

Programs Offered at WCC

(Enter both the program to which you are applying and the program code on the first page of the form.)

College Transfer Programs Awarding Associate in Arts/Science Degrees

| | |
|----------------------|-----------|
| Associate in Arts * | AA A10100 |
| Associate in Science | AS A10400 |

Associate Degree (A), Diploma (D), and Certificate (C) Programs

| | |
|--|------------|
| Accounting * | A A25100 |
| Accounting/Bookkeeping Certificate | C C25100 |
| Agribusiness Technology | A A15100 |
| Agribusiness Technology Certificate + | C C15100 |
| Air Conditioning, Heating and Refrigeration Technology Diploma | D D35100 |
| Comfort Cooling Certificate + | C C35100CC |
| Heat Pump Certificate + | C C35100HP |
| Heating Technology Certificate + | C C35100HT |
| Applied Animal Science Technology | A A15280 |
| Applied Animal Science Technology Certificate + | C C15280 |
| Associate in General Education * | AG A10300 |
| Automotive Systems Technology (ATEP/ASEP) | A A60160 |
| Automotive Systems Technology Diploma | D D60160 |
| Automotive Maintenance and Light Repair Certificate+ | C C60160 |
| Aviation Systems Technology | A A60200 |
| Basic Law Enforcement Training Certificate # | C C55120 |
| Biotechnology (Collaborative with Pitt Community College) | A A20100 |
| Business Administration * | A A25120 |
| Business Administration Diploma * | D D25120 |
| Business Administration Certificate +* | C C25120 |
| Business Administration/Operations Management * | A A2512G |
| Business Administration/Operations Management Certificate +* | C C2512G |
| Collision Repair and Refinishing Technology | A A60130 |
| Collision Repair and Refinishing Technology Diploma | D D60130 |
| Collision Repair and Refinishing Certificate + | C C60130 |
| Computer Information Technology | A A25260 |
| Computer Information Technology Diploma | D D25260 |
| Software Applications Certificate +* | C C25260SO |
| Computer-Integrated Machining | A A50210 |
| Computer-Integrated Machining Diploma | D D50210 |
| Basic Machining Certificate | C C50210A |
| CNC Operator Certificate | C C50210C |
| CNC Programming Certificate + | C C50210D |
| Computer-Aided Manufacturing Certificate | C C50210F |
| Coordinate Measuring Machine Certificate | C C50210E |
| Intermediate Machining Certificate | C C50210B |
| Criminal Justice Technology | A A55180 |
| Management Certificate | C C55180 |
| Criminal Justice Technology/Latent Evidence | A A5518A |
| Criminal Justice Technology/Latent Evidence Certificate + | C C5518A |
| Dental Hygiene # | A A45260 |
| Dental Assisting # | D D45240 |
| Early Childhood Education | A A55220 |
| Early Childhood Administrator Certificate | C C55220A |
| Early Childhood Certificate + | C C55220B |
| Early Childhood Special Needs Certificate | C C55220C |
| Infant/Toddler Care Certificate + | C C55290 |
| Emergency Management * | A A55460 |
| Management Certificate * | C C55460M |
| Forest Management Technology | A A15200 |
| General Occupational Technology | A A55280 |
| Healthcare Management Technology (Collaborative with Pitt Community College) | A A25200 |
| Human Services Technology | A A45380 |
| Industrial Systems Technology | A A50240 |
| Industrial Controls Certificate | C C50240IC |
| Industrial Systems Certificate + | C C50240 |
| Maintenance Management Technology Certificate | C C50240MM |
| Mechanical Systems Certificate | C C50240MS |
| Mechanical Engineering Technology | A A40320 |
| Drafting Certificate | C C40320A |
| Tool Design Certificate | C C40320B |
| Engineering Technology + | C C40320C |

| | |
|---|------------|
| Mechatronics Engineering Technology | A A40350 |
| Mechatronics Engineering Technology Certificate + | C C40350A |
| Medical Assisting # | A A45400 |
| Medical Laboratory Technology # | A A45420 |
| Medical Office Administration * | A A25310 |
| Medical Coding Diploma * | D D25310 |
| Medical Transcription Diploma * | D D25310MT |
| Medical Insurance Certificate +* | C C25310MI |
| Networking Technology | A A25340 |
| Routing and Switching Certificate + | C C25340RS |
| Nursing # | A A45110 |
| Office Administration * | A A25370 |
| Office Administration Diploma * | D D25370 |
| Office Administration Certificate +* | C C25370 |
| Microsoft Applications Certificate * | C C25370MA |
| Pharmacy Technology Diploma # | D D45580 |
| Phlebotomy Certificate # | C C45600 |
| Practical Nursing Diploma # | D D45660 |
| School Age Education | A A55440 |
| Simulation and Game Development | A A25450 |
| Simulation and Game Design Certificate + | C C25450 |
| Sustainable Agriculture | A A15410 |
| Sustainable Agriculture Certificate + | C C15410 |
| Sustainability Technology | A A40370 |
| Building Science Certificate + | C C40370D |
| Energy Management Certificate | C C40370B |
| Turfgrass Management Technology | A A15420 |
| Turfgrass Management Technology Certificate + | C C15420 |
| Welding Technology Diploma | D D50420 |
| Welding Technology Certificate + | C C50420WT |
| MIG Welding Certificate | C C50420MG |
| Stick Welding Certificate | C C50420S |
| TIG Welding Certificate | C C50420TG |
| Special Credit | - T90990 |

College Transfer Pathways for High School Students

| | |
|---|--------|
| Career and College Transfer Pathway Leading to the Associate in Arts | P1012C |
| Career and College Transfer Pathway Leading to the Associate in Science | P1042C |

Career Technical Education Pathway for High School Students

+ Indicates certificates offered as a Career Technical Education Pathway for high school students.

Limited admissions programs which require a separate application. Contact the Office of Admissions and Records for additional admissions requirements and specific application dates.

*Programs that can be completed online.

For more information about our graduation rates, the median debt of students who completed the program, and other important information, please visit our website at <http://waynecc.edu/gainful-employment/>. Wayne Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, 404-679-4500, <http://www.sacscoc.org>, for questions about the accreditation of Wayne Community College.

The purpose for publishing the Commission's access and contact numbers is to enable interested constituents (1) to learn about the accreditation status of the institution, (2) to file a third-party comment at the time of the institution's decennial review, or (3) to file a complaint against the institution for alleged non-compliance with a standard or requirement.

Inquiries about Wayne Community College, such as admission requirements, financial aid, educational programs, etc. should be addressed directly to Wayne Community College and not the Commission's office. Wayne Community College is a tobacco-free institution.

The College's annual safety and security report is available online at www.waynecc.edu/administration/security/securityreport or in the Office of Campus Police and Security.

Wayne Community College is an Equal Opportunity/Affirmative Action College and accommodates the needs of individuals with disabilities. It is the intent of the College that all programs and activities be accessible to all qualified students. It is the student's responsibility to make his or her disability known as soon as the need becomes known in order to provide ample time for arrangements to be made. The student must request academic adjustments by contacting the Disability Services Counselor in the Wayne Learning Center building, 919-739-6729.

Student Right-to-Know: Information regarding the persistence rate of enrolled students toward graduation and transfer-out-rate is available in the Office of Admissions and Records. Student rights under FERPA are available at www.ed.gov/policy/gen/guid/fcpo/ferpa/index.html or in the Office of Admissions and Records and in the Office of Counseling Services.