WAYNE COMMUNITY COLLEGE

MEDICAL LABORATORY TECHNOLOGY

**Spring Semester 2017
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, 2016 – November 10, 2016 for earliest consideration.
Applications received after November 10, 2016 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 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.

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.

MEDICAL LABORATORY TECHNOLOGY
SPRING 2017 ADMISSIONS POLICIES AND PROCEDURES

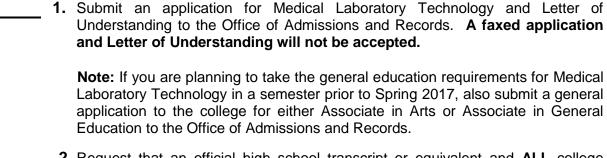**INFORMATION IN THIS PACKET SUPERCEDES ALL PREVIOUSLY**
PUBLISHED INFORMATION

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, 2016**. 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 2017 must submit a completed application, submit all transcripts and/or letters verifying non-attendance, and complete an official interview by **November 10, 2016 by 4 p.m.** for consideration at the first meeting of the Admissions Committee.

Applicants completing all requirements after the November 10th deadline will be considered by the Admissions Committee at subsequent meetings until the program is filled. Students applying for readmission to the MLT program or students requesting a transfer from another nationally accredited MLT program may begin the application process at any time. The application process must be complete before the start of the semester of desired time of re-entry or transfer. *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. 6726.*

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 2017, 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 2016 semester, you will need to send an updated transcript by the November 10th 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.

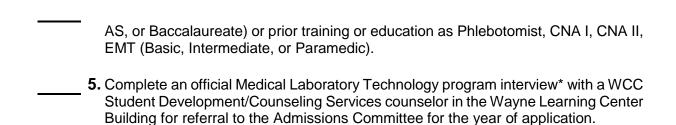**The National Student Clearinghouse is used to verify students' prior enrollment.**

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 2017). Accuplacer/CPT, ASSET, COMPASS, and Computer Skills placement tests taken before January 2012 must be retaken for a program starting January 2017. 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 (January 2016 and earlier)		SAT (March 2016 and later)		ACT	
Critical Reading	500*	Reading/Writing	480*	Reading	22*
Writing	500*	Mathematics	530**	English	18*
Mathematics	500**			Math	22**

Computer Skills
Computer   78****

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 060 or MAT 070 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 10th deadline will be considered by the Admissions Committee at regularly scheduled meetings until the program is filled.

STUDENT MEDICAL FORM
Applicants must submit the completed **Student Medical Form** (with documentation of the required immunizations). 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:

- ○ Associate Degree Nursing
  - ☐ Deadline: March 26, 2014
- ○ Licensed Practical Nursing
  - ☐ Deadline: April 23, 2015
- ○ Advanced Standing LPN to RN
  - ☐ Deadline: November 13, 2014

- ○ Dental Hygiene
  - ☐ Deadline: March 26, 2014
- ○ Dental Assisting
  - ☐ Deadline: April 23, 2015
- ○ Medical Assisting
  - ☐ Deadline: April 23, 2015

- ○ Phlebotomy
  - ☐ Deadline: November 13, 2014
- ○ Pharmacy Technology
  - ☐ Deadline: April 23, 2015
- ○ Advanced Standing Medical Assisting
  - ☐ Deadline: November 13, 2014

- ○ Medical Laboratory Technology
  - ☐ 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

Readmission and/or Transfer Policy

The learning experiences in the MLT program require that courses be taught in a sequence that does not allow for courses to be offered more than one time per year. Students requesting readmission/transfer will not be able to re-enter until the semester the required course(s) is/are offered.

Readmission/transfer will be awarded on a space available basis. A student is allowed one (1) readmission.

When more candidates apply for readmission than spaces available, the applicants will be ranked according to the following:
1. Overall grade point average and grade point average in the science courses
2. Grades from completed course work in the MLT curriculum.
3. Prior education or training.

A student requesting readmission must:
1. Have completed MLT110 Intro to MLT with a "C" or above
2. Complete the admission process before the start of the semester of desired time of re-entry.
3. Satisfy all current admission requirements of the MLT program including interview with WCC Student Development/Counseling Services counselor.
4. Complete interview with MLT Program Director to review additional requirements.   Readmission will be awarded on a space available basis.

 A student requesting transfer must:
1. Have completed MLT110 Intro to MLT with a "C" or above from a nationally accredited Medical Laboratory Technology program.
2. Complete the admission process before the start of the semester of desired time of transfer.
3. Satisfy all current admission requirements of the MLT program including interview with WCC Student Development/Counseling Services counselor.
4. Complete interview with MLT Program Director to review additional requirements.   Admission of transfer students will be awarded on a space available basis.

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.

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:_____   **Datalel #:**_____
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(January 2016 and earlier)		**SAT(March 2016 and later)**		**ACT**	
Reading	500* ___	Reading/Writing 480* _____		Reading	22*___
Verbal	500* ___	Mathematics 530** _____		English	18*___
Math	500**___			Math	22**___

COMPUTER SKILLS
Computer Skills   78***_____

<div align="center">OR</div>

 *Completion of ENG 111 (or equivalent) w/ <u>C</u> or better.   _____
 **Completion of DMA 010 - 030 (or equivalent) with a grade of <u>C</u> or better   _____
***Completion of CIS 070 or CTS 080 (or equivalent) with a grade of <u>C</u> 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**_____

<div align="right">Total Part II_____</div>

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+ (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	_____	_____

<div align="right">Total Part III_____</div>

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**

<div align="right">Total Part IV_____</div>

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.

Student Success and Retention

Student retention and success are a priority at Wayne Community College. Obstacles to success may include the academic rigor of the program, extracurricular demands or dissatisfaction with your choice of this career path. Job shadowing should be strongly considered so that you are keenly aware of the professional responsibilities and duties associated with your career choice. Extracurricular demands such as full time work schedules may also need to be reduced in order to allow the necessary study time required to be successful. A good support system is also important if you are involved in other extracurricular demands such as providing care for children or elders.

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 2016-2017, page 176-177
(http://www.waynecc.edu/wp-content/uploads/catalog.pdf)

WAYNE COMMUNITY COLLEGE
MEDICAL LABORATORY TECHNOLOGY PROGRAM (A45420)

Spring Semester		CLASS	LAB	CLINICAL	CREDITS
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	2	3	0	3
		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	3	3	0	4
		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	2	3	0	3
		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	0	0	15	5
		5	6	15	**12**

Summer Semester					
MLT 264	MLT Practicum II	0	0	12	4
		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	3	0	0	3
		10	0	15	**15**

TOTAL SEMESTER CREDIT HOURS   **70**

Rev: 07/13

WAYNE COMMUNITY COLLEGE
MEDICAL LABORATORY TECHNOLOGY
ESTIMATED COSTS

TUITION: **PER SEMESTER**

In-State $76.00/Semester Hour*
                          (Full-time = 16 hours) $1,216.00
                          Student Activity Fee $ 30.00
                          Technology Fee $ 16.00
                                                              $1,262.00

Out-of-State $268.00/Semester Hour*
                          (Full Time = 16 Hours) $4,288.00
                          Student Activity Fee $ 30.00
                          Technology Fee $ 16.00
                                                              $4,334.00

Textbooks** $500.00 - $575.00 (1st year)
                                                              $175.00 - $250.00 (2nd year)

OTHER COSTS: **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 BLS Provider $74.00
 (Cap and Gown) $39.00
Certification Exam Fee $200.00

*   Tuition is based on the 2016 – 2017 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 2017 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 10, 2016 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 ❍ Male ❍ Female

Ethnicity and Race - Hispanic or Latino ❍ Yes ❍ No

If no, choose one or more:
❍ White
❍ Black or African American
❍ Asian
❍ Native Hawaiian or other Pacific Islander
❍ American Indian or Alaska Native

Year and term entering 20 _____
❍ Fall
❍ Spring
❍ Summer

I plan to attend
❍ Full-Time
❍ Part-Time

Enrolling as
❍ Freshman
❍ Transfer
❍ Returning WCC Student

Last term registered at WCC _____

Name last enrolled under _____

Long-term goal at WCC? *(Select one)*

❍ To obtain an Associate Degree, Diploma or Certificate

❍ To enhance job skills in present field of work

❍ To enhance employment skills for a new field of work

❍ To take courses to transfer to another college

❍ To take courses for personal enrichment or interest

Employment status while attending WCC *(Select one)*
❍ Retired
❍ Unemployed - not seeking employment
❍ Unemployed - seeking employment
❍ Employed 1-10 hours per week
❍ Employed 11-20 hours per week
❍ Employed 21-39 hours per week
❍ Employed 40 or more hours per week

Highest educational level completed *(Select one)*
❍ 8   ❍ 9   ❍ 10   ❍ 11   ❍ 12
❍ High School Equivalency
❍ 13 Adult High School Diploma
❍ 14 Post High School Vocational
❍ 15 Associate Degree
❍ 16 Bachelor's Degree
❍ 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**

❍ I received an Adult High school Diploma ❍ I received the High School Equivalency ❍ 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**

RV 11/02/15MH

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
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
Healthcare Management Technology	A	A25200
(Collaborative with Pitt Community College)		
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
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.