 **PETITION FORM**

**for the Professional Phase of the
 Medical Laboratory Technology Program**

**Applications will be accepted from February 1, 2018 until February 28,2018**

Admission into the MLT Professional Phase is **not guaranteed** for any individual.

**INSTRUCTIONS**

1. Complete this petition application by answering demographic questions, choosing a designated track (on-campus or web-blended) and fill in the “Preprofessional Coursework Grid”.

***Note: All prerequisite courses MUST be completed/or in progress to petition.***

1. Submit this completed form in one of three ways:
	1. Deliver the form to the Division Administrative Assistant in MS 128 or place in the lockbox outside of MS128.
	2. Mail to: MCCC MLT Program Coordinator, MS156, 1200 Old Trenton Rd., West Windsor, NJ 08550
	3. Fax it to: 609 570 3831.

Note: All who send in a petition form for the professional phase of the MLT Program will receive an email notification indicating receipt of the application and preliminary status. Please give us 3 days to send this email. If no email has been received after this timeframe, please email shavel@mccc.edu .

**DEMOGRAPHICS**

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_MCCC Student ID #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Preferred Telephone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mercer Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Personal Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please circle YES or NO to answer the following questions:**

* + Are you a veteran? Yes or No
	+ Have you attended a Health Professions or MLT Information Session? Yes or No Date:\_\_\_\_\_\_\_\_
	Do you hold a previous Bachelor of Science Degree in Biology or a related science? Yes or No
		- Yes=Degree name? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
		 School name? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
	+ Are you transferring from a 1+1 cooperative program (Middlesex/Atlantic Cape)? Yes or No
		- Yes= Which institution? **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please indicate which track of learning you are petitioning to enter**:
 1st choice: \_\_\_\_\_\_\_

Optional 2nd choice: \_\_\_\_\_\_

 **A**. On-campus (face-to-face) program

**B.** Web-blended (Hybrid) program (Guaranteed for students transferring from Middlesex/Atlantic Cape)

* + - Once the track is chosen, you will be on that track for the entire 14-month program.
		- You may choose both options; however, your second choice will only be granted if there is seat availability. **(There are 16 on-campus seats and 6-10 web-blended seats)**

**REQUIRED PREPROFESSIONAL COURSEWORK GRID**

1. **Under Pre-requisite courses**: Please indicate the name of the CMN, Math, Social Science and General Ed course taken (Example: Social Science= PSY 101).
2. **Course expiration/Year Taken**: Courses will be accepted unless they fall outside of the timeframe listed below with respect to the time of application. Please write in the year the course was taken/finished.
3. **Minimum Grade Requirement/Grade Earned**: Course grades must be a C or above within 2 attempts and the student must have an overall GPA of 2.5 or better.
4. **Under College/University**: Specify whether that course was taken at MCCC by writing the letter **M,** or if it was transferred from another institution with the letter **T**, or if the course is currently in progress with the letters **IP**.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Pre-requisite Courses** | **Course exp\*** | **Year Taken** | **Min. Grade Requirement** | **Grade Earned** | **College/University** |
| **ENGLISH COMPOSITION I (ENG 101)** | **10 yrs** |  | **C**  |  |  |
| **ENGLISH COMPOSITION II (ENG 102) or ENGLISH COMPOSITION (ENG112)** | **10 yrs** |  | **C** |  |  |
| **\*COMMUNICATION (CMN111/112)\*** Course taken: \_\_\_\_\_\_\_\_\_\_\_\_ | **10 yrs** |  | **C** |  |  |
| **ANATOMY & PHYSIOLOGY I (BIO 103)\*\*** | **5 yrs** |  | **C** |  |  |
| **ANATOMY & PHYSIOLOGY II (BIO 104)\*\*** | **5 yrs** |  | **C** |  |  |
| **MICROBIOLOGY (BIO 201)** | **5 yrs** |  | **C** |  |  |
| **GEN. CHEMISTRY (CHEM 101/CHE107)** | **5 yrs** |  | **C** |  |  |
| **MATHEMATICS ELECTIVE** (MAT135, 140, 146, 200 accepted) Course taken: \_\_\_\_\_\_\_\_\_\_\_ | **10 yrs** |  | **C** |  |  |
| **SOCIAL SCIENCE ELECTIVE** Course taken: \_\_\_\_\_\_\_\_\_\_\_\_ | **10 yrs** |  | **C** |  |  |
| **GENERAL EDUCATION ELECTIVE**  Course taken: \_\_\_\_\_\_\_\_\_\_\_ | **10 yrs** |  | **C** |  |  |
| **Students must complete one of the following**:1. **Health and Fitness (HPE 111/112)** Course taken: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_2. **College Success (CSW100)**3. **Other (ACCC/Middlesex CC)** Course taken: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **10 yrs** |  | **C** |  |  |

\* CMN 111 (Speech: Human Communication) or CMN112(Public Speaking) MUST be taken with ENG102.

\*\* BIO 101/BIO102 may be substituted based on Program Coordinator’s discretion.

Note: Official transcripts for courses taken at other colleges or universities must be submitted to the Enrollment Services Office for review of potential transfer credit. **It is the sole responsibility of the applicant to follow up on the receipt of transcripts by checking his or her MyMercer online portal via Mercer’s website** at [www.mccc.edu](http://www.mccc.edu) . The applicant will NOT be considered if official transcripts have not been sent.

Also, to be considered for acceptance, all MLT students must be able to perform the required MLT Essential Functions for the profession which can be found on the MLT website ’s FAQ page: <http://www.mccc.edu/mltp/faq.shtml> . Please take a moment to review these before proceeding. Further discussion of these functions will take place at student orientation. After review, please continue below.

I verify that I have successfully completed or am currently enrolled in the courses listed above to the best of my knowledge and understand that any falsification of information on this form may be cause for rejection as an applicant. I understand that this information is subject to verification. I have reviewed the Essential Functions. I request consideration for acceptance into the professional phase of the MLT Program for the Summer A 2018 semester.

**Please also initial each of the following and then sign and date below**.

1. \_\_\_\_\_ I understand that the application process is unique for each year and does not “carryover” to another year.
2. \_\_\_\_\_\_ I understand that if I am not accepted into the MLT Program this summer and I wish to apply in the future, I will need to submit a new application.
3. \_\_\_\_\_\_ I understand that I must have a **combined GPA of at least 2.5 and a grade of C or better (within 2 attempts) in prerequisite courses** to be eligible for the MLT program.
4. \_\_\_\_\_\_ I understand the Admissions process as described on this form and that admission to the program **is not guaranteed for any individual.**
5. \_\_\_\_\_\_\_I understand that upon successful completion of the course of study, I will be eligible to take a nationally recognized certifying examination.
6. \_\_\_\_\_\_\_I acknowledge that the information I have supplied in this application form is correct

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\*\*Please do not write in this section (FOR COLLEGE USE ONLY)\*\***

Point Score Worksheet

|  |  |
| --- | --- |
|  | **SECTION ONE****Criteria: Completion of Prerequisite Courses/Establish GPA** |
|  |
| **Pre-requisite Courses** | **Letter Grade** | **Credit Hours** | **Grade Points** | **Course(s) Completed**Awarded for a successful first attempt | **Grade(s) Earned**Points awarded for the highest grade earned in each course completed**A A- B+ B B- C+ C IP** |
| ENGLISH COMPOSITION I (ENG 101) |  |  |  | **2** | **7 6 5 4 3 2 1 0**  |
| ENGLISH COMPOSITION II (ENG 102) or ENGLISH COMPOSITION (ENG112) |  |  |  | **2 (4)**  | **7 6 5 4 3 2 1 0**  |
| COMMUNICATION (CMN111/112)\* |  |  |  | **2** | **7 6 5 4 3 2 1 0**  |
| ANATOMY & PHYSIOLOGY I (BIO 103)\*\* |  |  |  | **2** | **7 6 5 4 3 2 1 0**  |
| ANATOMY & PHYSIOLOGY II (BIO 104)\*\* |  |  |  | **2** | **7 6 5 4 3 2 1 0**  |
| MICROBIOLOGY (BIO 201) |  |  |  | **2** | **7 6 5 4 3 2 1 0**  |
| GEN. CHEMISTRY (CHEM 101/CHE107) |  |  |  | **2** | **7 6 5 4 3 2 1 0**  |
| MATHEMATICS ELECTIVE  |  |  |  | **2** | **7 6 5 4 3 2 1 0**  |
| SOCIAL SCIENCE ELECTIVE |  |  |  | **2** | **7 6 5 4 3 2 1 0**  |
| GENERAL EDUCATION ELECTIVE  |  |  |  | **2** | **7 6 5 4 3 2 1 0**  |
| Health and Fitness (HPE 111/112)College Success (CSW100)Other (ACCC/Middlesex CC) |  |  |  | **2** | **7 6 5 4 3 2 1 0**  |
| OVERALL GRADE POINT AVERAGE \_\_\_\_\_\_\_\_***(Calculated off of these Prerequisite Courses ONLY by t***$Type equation here.$***aking the Total Grade Points/Total Credit hours Visit the following site for a detailed explanation*** <https://www.pdx.edu/registration/calculating-grade-point-average> ***)*** |  |  |  |  | **CIRCLE ONE**4.0-3.7= 5pts 2.9-2.7 = 2 pts3.6-3.3 = 4pts 2.6-2.5 = 1 pt3.2-3.0 = 3 pts <2.5=candidate ineligible |
|  |  |  |  | **SUBTOTAL** | **\_\_\_\_\_\_\_\_\_\_\_\_ (MAX 97pts)** |

|  |  |  |
| --- | --- | --- |
|  | **SECTION TWO****Criteria: Matriculation Date**The semester of first matriculation at as a Health Science AAS: MLT major. |  |
| **POINTS** |
| >SP’16**= 3.0** | SU’16 **= 2.5** | F’16 **= 2.0** |  SP’17 **= 1.5** | SU’17 **= 1.0** | F’17 **= 0.5** | SP’18 **= 0** |  |

|  |  |
| --- | --- |
| **TOTAL POINTS FROM BOTH SECTIONS (MAX 100 pts)**  |  |
|  |
| Admitted (A) or Waitlisted (W) |  |
| On-campus (OC) or Web-blended (WB) |  |
| RANK  |  |

Signature of the Evaluator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
Date Evaluated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_