

MLT APPLICATION INFORMATION:

- 1) Please download the application from the website. Send completed form and a copy of your CPT 1 license to MLTprogram@fhda.edu with subject: MLT application for (your name). File naming, include your first and last name in the files attached (i.e. Last Name, First Name MLT application or Last Name, First Name Transcript). Incorrect applications with missing information will have delayed processing time.
- 2) All prerequisites must be completed before you apply for the program with no exceptions
- 3) If your prerequisite course(s) were taken at another college, please check our equivalency sheet, assist.org, counselor, or other source. If the course is not listed as equivalent in any sources, then submit a general petition to the MLT program Director for course approval. A petition should be filled out for each of the science courses, with the exception of the **one** petition used for both Anatomy & Physiology. Here is the link for the form:
<http://deanza.edu/admissions/documents/Prerequisite%20Clearance%20Request%20Form.pdf>
- 4) Once your application has been accepted, then your application will be put in order received. This is a first come, first serve of complete applications. Wait times depend on the number of clinical sites taking students and how many students each site will take. Estimates will be given for students in the top 5 of the list and wait times are only approximates! The program will contact you for received applications. Unless otherwise stated the acceptance means the application is now on the wait list. Notification of an incomplete application; will have to be resubmitted as a new application.
- 5) We will make every effort to notify you one quarter before you are to begin the program If you do not respond to the program; then *your name will be removed from the wait list and you must reapply.* If you are not ready to begin the program, you may be granted a one time deferral at the discretion of the program director. Any deviation from this is at the discretion of the program director. You will be contacted based on the information in your application sent to MLTprogram@fhda.edu To update your contact information email MLTprogram@fhda.edu with subject line: Update to Application (your name) **as the subject line**
- 6) Applications will be accepted during the first week of each quarter Fall, Winter and Spring.
- 7) Start quarters will be Fall and Winter.
- 8) Please plan to attend an information meeting. The date and time can be found on our website at www.deanza.edu/mlt

- 9) The program cannot contact all applicants for program, college, state, board, or field related updates and changes. It is the applicant's responsibility to check updates, requirement changes, or other via our website at www.deanza.edu/mlt, the college, LFS, ASCP, or similar site. All updates are effective immediately, unless otherwise stated.