

Dear Applicant:

We are pleased that you have chosen to submit an application to our medical laboratory science program. The Admissions Committee would like to pass on some details of importance. Begin the process by reviewing the **Minimum Application Requirements** Check List to determine if you meet each of the requirements for admission consideration. The Center does not provide face-to-face formal advising sessions for perspective applicants. An applicant's eligibility for admission and qualification for formal interview will not be officially determined until all application materials are on file in the Office of Admissions and Records.

Applicants must submit:

1. the completed **Application for CCMLS Admission** including the **\$50.00 CCMLS non-refundable application fee** made payable to Metropolitan State University of Denver to cover the processing and evaluation of the application. Please write in the for/memo portion of the check "CCMLS App Fee".
2. three reference **Applicant Evaluation Forms** from appropriate individuals mailed DIRECTLY to the CCMLS Office of Admissions and Records (a faxed copy will be accepted in cases where receipt of evaluations must be expedited; the original signed copy should be submitted to the CCMLS Office of Admissions and Records by mail).
3. **official transcript(s)** from all U.S. colleges/universities attended. The transcript(s) must be sent DIRECTLY to the CCMLS Office of Admissions and Records by each institution.
4. **official transcript(s)** from all foreign colleges/universities attended. The foreign transcript must be sent DIRECTLY to the CCMLS Office of Admissions and Records. Foreign transcripts must also be evaluated by a U.S. foreign transcript evaluation service. The foreign transcript evaluation must be sent DIRECTLY to the CCMLS Office of Admissions and Records.
5. ESL students must take the TOEFL test and have results sent DIRECTLY to the Office of Admissions and Records.
6. **Verification of Degree Status** Form
7. **Narrative Statement**
8. **Résumé**

Space in the curriculum is limited, and positions are awarded through a competitive application process. Although applications are accepted year-round, **students are strongly encouraged to begin the application process one year prior to the June start date.**

It is the policy of the Colorado Center for Medical Laboratory Science to provide equal educational opportunity to all applicants without regard to race, religion, color, national origin, sex, age, non-disqualifying handicap or veteran status.

The program reserves the right to revise information, requirements, regulation or financial charges at any time.

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