

ASSOCIATE OF APPLIED SCIENCE: MEDICAL LABORATORY TECHNICIAN

A candidate for the Associate of Applied Science degree in Medical Laboratory Technology must follow the required procedure for admission to the College and, in addition, is required to:

1. Contact the MLT faculty to schedule an interview and a career interest/options guidance session. (Prospective MLT students who lack a strong science background may also be required to complete BIOL 1107K before progressing further than [MLTS 1101](#).) It is highly recommended that most, if not all, pre-requisites be completed prior to starting the MLTS major field courses, but at least MATH 1111 and BIOL 2252K.
2. Apply and be accepted to Dalton State College and meet all regular A.A.S. degree admission requirements.
3. Procure a physical examination form from the MLT department after being accepted into the program, have a personal physician complete it, and forward the completed form to the MLT program director before the clinical practicum begins. Students will be required to have up to date immunizations and obtain a TB skin test once accepted into the program. Additional requirements, after acceptance in to the MLT program, will involve a background check and drug screen at the students cost. (Information distributed in MLTS 1101, Introduction to Health Sciences/Phlebotomy.)
4. Satisfactorily complete all chemistry requirements and clinical courses before beginning clinical practicum at an affiliated hospital.
5. Become acquainted with policies pertaining to college and hospital regulations as set forth in the MLT Student Handbook.
6. Achieve a 2.5 GPA on general education courses.

Students must complete all the learning support, MATH 1111 and BIOL 2252K prior to entering MLT major courses. It is HIGHLY recommended that all pre-req's be completed before entering MLT major courses. It is highly recommended that students take BIOL 1107K and BIOL 2251K prior to enrolling in the BIOL 2252K based on science background. Assignment to affiliated hospitals is determined by the MLT faculty. Students are required to purchase liability insurance, school identification badge, appropriate uniforms for clinical practicum, complete a background check, drug screen and submit updated immunization records once accepted into the MLT Program. Clinical facilities used by the program may require students to submit to background checks and drug screenings before they are allowed in the facility. Based on the information obtained, these facilities can refuse student access. Failure to be accepted into clinical facilities may jeopardize the student's ability to complete the program.

MLT program Perspective students Schedule:

Beginning Freshman option1 (first year pre-req's)

**** if a student is transferring from an out of state institution, the student is required to obtain credit for the Georgia history and constitution that is covered in DSC POLS 1101, History 1211, and History 1212 (CLEP test available)**

Any learning support courses must be completed prior to beginning pre-requisite courses.

MLTS 1101(Fall I) is required prior to beginning MLT major courses (Spring I). It is highly recommended that students take BIOL 1107 and BIOL 2251K prior to enrolling in BIOL 2252K Based on Science background BIOL 1107 , 1108 and BIOL 2251 may be necessary.

Option 1: Student must have permission to take BIOL 2252 without pre-req's BOL 2251. If a student chooses to take BIOL 2252 without the pre-req BIOL 2251, they may do so on the condition of, if the student withdraws or receives a "D" in the BIOL 2251 the student must enroll in BIOL 1107 and BIOL 1108 before progressing into BIOL 2252.

FALL I			
ENGL	1101	English Comp. I	3
MATH	1111	College Algebra	3
POLS	1101	Political Science	3
HIST	2111 or 2112	History	3
Spring I			
ENGL	1102	English Comp. II	3
COMM	1110	Fundamentals of Speech	3
CHEM	1211K	Principles of Chemistry	4
*BIOL	*2252K	*Anatomy &Physiology II	4
		*Permission from MLT faculty to exempt BIOL 2251-pre-req for BIOL 2252K	
Summer		No courses	

Beginning Freshman option 2 first year pre-req's) (With BIOL 2251 as pre-req)

FALL I			
ENGL	1101	English Comp. I	3
MATH	1111	College Algebra	3
POLS	1101	Political Science	3
HIST	2111 or 2112	History	3
Spring I			
ENGL	1102	English Comp. II	3
COMM	1110	Fundamentals of Speech	3
CHEM	1211K	Principles of Chemistry	4
		Recommend student that desire to pursue a bachelor's degree take CHEM 1212K	
*BIOL	2251K	Anatomy &Physiology I	4
		*May also need to take BIOL 1107 to prepare for BIOL 2251	
FALL II			
BIOL	2252K	Anatomy & Physiology II MLTS 1101 Intro. Health Sciences (with permission of the Program Director. Must successfully complete the BIOL 2252K before progressing to other MLT major courses or may be dismissed from program or put on wait list to progress through the program.	

MLT courses after completion of pre-req's courses

Students must complete all learning support and all pre-req's prior to beginning MLT Major courses beyond MLTS 1101. MLTS 1101 is required prior to beginning MLT major courses. It is highly recommended that students take BIOL 1107 and BIOL 2212 prior to enrolling in the BIOL 2251 based on science background.

* Student must have permission to take BIOL 2251 without pre-req's BIOL 2251. If a student chooses to take BIOL 2252K without the pre-req BIOL 2251K, they may do so on the condition of, if the student withdraws or receives a "D" in the BIOL 2252 the student must enroll in BIOL 1107 and BIOL 1108 before progressing into BIOL 2251.

FALL II			
MLTS	1101	Introduction to Health Sciences	3
MLTS	1105	Immunology/Serology (Pre-req: BIOL 2252K)	3
Example: Chem	1211	Any Pre-req's required:(Exception MATH 1111-must be completed prior to MLTS 1101) Example: CHEM 1211 MLTS 1101 Intro. Health Sciences (with permission of the Program Director. Must successfully complete the BIOL 2252K and all other pre-req's before progressing to other MLT major courses or may be dismissed from program or put on wait list to progress through the program.)	
		All pre-req's must be completed by the end of the semester enrolled in the MLTS 1101 course and acceptance in the MLT program prior to proceeding forward in the MLT major courses.	
Spring II			
MLTS	1107	Clinical Chemistry (Pre-req: CHEM 1211)	3
**MLTS	1103	Hematology I	3
MLTS	1118	Instrumentation B session (Pre-req: MLTS 1105)	3
MLTS	2218	Clinical Microbiology	4
MLTS	1190	Clinical practicum I	1
Summer II		MLTS 1190 Practicum (if needed)	
Fall III			
Course	Number	Name	Credit Hours
MLTS	1104	Hematology II (Pre-req: MLTS 1103: Hematology I)	3
MLTS	1106	Blood Bank (Pre-req: MLTS 1105: Immunology/Serology)	3
MLTS	1112	Urinalysis/Parasitology (Pre-Req MLTS 2218: Clinical Microbiology)	3
Spring III			
MLTS	1191	Clinical II (Hospital)	1
MLTS	2290	Clinical III (Hospital)	12
Summer III			
MLTS	2291	Clinical IV (Hospital)	4

Transfer students: (Students that have all pre-req's)

MLT courses after completion of pre-req's courses

Students must complete all learning support and all pre-req's prior to beginning MLT Major (Spring II) courses beyond MLTS 1101. MLTS 1101 is required prior to beginning MLT major courses. It is highly recommended that students take BIOL 1107 and BIOL 2251K prior to enrolling in the BIOL 2252K based on Science background.

* Student must have permission to take BIOL 2252K without pre-req's BIOL 2251K. If a student chooses to take BIOL 2252K without the pre-req BIOL 2212, they may do so on the condition of, if the student withdraws or receives a "D" in the BIOL 2252 the student must enroll in BIOL 1107 and BIOL 1108 before progressing into BIOL 2252K

<i>FALL II</i>			
<i>MLTS</i>	1101	Introduction to Health Sciences	3
<i>MLTS</i>	1105	Immunology/Serology	3
<i>May take any Pre-req's not completed</i>	EX: BIOL 2213K	All pre-req's must be completed by the end of the semester enrolled in the MLTS 1101 course and acceptance in the MLT program prior to proceeding forward in the MLT major courses.	
<i>Spring II</i>			
MLTS	1107	Clinical Chemistry (Pre-req: Chem 1211)	3
**MLTS	1103	Hematology I	3
MLTS	1118	Instrumentation B session (MLTS 1105 Immunology/Serology)	3
MLTS	2218	Clinical Microbiology	4
MLTS	1190	Clinical I Practicum (hospital based)	1
MLTS	1107		Any Combination
Summer II		MLTS 1190 (based on student schedule) Hospital Based	
<i>Fall III</i>			
Course	Number	Name	Credit Hours
MLTS	1104	Hematology II (Pre-Req: MLTS 1103: Hematology I)	3
MLTS	1106	Blood Bank (PRE-REQ MLTS 1105 Immunology/Serology)	3
MLTS	1112	Urinalysis/Parasitology (Pre-req: MLTS 2218 Clinical Microbiology)	3
		May retake courses failed (2 time limit)	
<i>Spring III</i>			
MLTS	1191	Clinical II (hospital)	1
MLTS	2290	Clinical III (hospital)	12
<i>Summer III</i>			
MLTS	2291	Clinical IV(hospital)	4

- MLT students cannot register for MLTS 1106: Blood Bank Spring semester if the student does not successfully pass MLT 1107: Immunology/Serology Fall semester of beginning the MLT program.
- ALL REQUIRED PREREQUISITES INCLUDING GEORGIA HISTORY AND CONSTITUTION MUST BE COMPLETED PRIOR TO BEGINNING CLINICAL PRACTICUMS MLTS 1191, 2290, 2291

Prospective MLT students:

Application Process:

1. Meet all regular A.A.S. degree admission requirements for the college.
2. Satisfactorily complete all general education courses prior to continuing beyond MLTS 1101 Introduction to Health Science and continuing into the MLT major career courses.
3. Achieve a 2.75 GPA in the math and science courses and 2.5 overall.
4. Log at least 8 hours of shadowing in a hospital/clinical laboratory setting. Shadowing must be documented by the facility that the perspective student attended the shadowing event.
5. Contact the MLT faculty to schedule an interview and a career interest/options guidance session after submission of program application after application deadline- April 1 of each year. Prospective MLT students who lack a strong science background may also be required to complete BIOL 1107K and BIOL 2251.
6. Submit program Health Career Data Sheet.- Submission Deadline April 1 for Fall admission.
7. Become acquainted with policies pertaining to college and hospital regulations as set forth in the MLT Student Handbook once accepted into the MLT program.

Once accepted into the MLT program Students are required to procure a physical examination form from the MLT department and have a personal physician complete it (distributed in the MLTS 1101 course) and forward the completed form to the MLT program director before the clinical practicums begins. Students are required to submit a background check and drug screen prior to attending any clinical portion at any clinical affiliate (once accepted into the program). Additional costs for the student include malpractice insurance, uniform and name tag requirements. Students meeting the MLT requirements are not guaranteed admission to the Medical Laboratory Technology program. Program enrollment is limited (12-15) and competitive.

All admission documents (including Health Career Data Sheet, background check results, drug screening results) must be received by the program prior proceeding to the MLT major course the information is distributed in MLTS 1101: Introduction to Health Sciences and Phlebotomy course.. Admission documents deadline is April 1 for Fall class. Extensions of application documents deadline are made on a situational basis..

To be considered a candidate for the MLT program, potential students must submit the following documentation by April 1.

- Technical Standard Verification form
- Health Career Data Sheet
- 2 reference forms
- Unofficial college trans-guide from all colleges attended
- Documentation of health care experience (work or volunteer) if applicable.
- Documented 8 hour log of shadowing in a hospital/clinical laboratory.

Students meeting the MLT requirements are not guaranteed admission to the Medical Laboratory Technology program. Program enrollment is limited (12-15) and competitive. Those students meeting MLT requirements and completing all program admission

assessments and documents will be evaluated by the faculty of the MLT program and members of the selection committee with the most qualified students being selected.

The MLT program is a full-time commitment consisting of class and practicum **Monday-Friday 7:30 a.m.-4:30 p.m. (mainly) for 3 semesters once starting the MLT major courses.** Any change in the scheduled courses must be approved by the MLT faculty. (Example: failure to proceed as scheduled due to course failure or extended illness.) Students who fail a MLT course (make less than a "C" = 79) may repeat the course only once. Students who fail a MLT course a second time or who fail two MLT courses within a semester will not be eligible for continuation of the program. **MLT students are required to make a "B" = 80 or better in the MLT major courses to progress through the program.**

Applicants will be ranked by points using information the applicant provides to the MLT Program. Ranking will be based on GPA, Completion of MLTS 1101(not required) and grade in the MLTS 1101 course, Course Grade(s) for Math/Science General Education courses, Course Grade for non-Science/Math General education courses, Additional Courses completion with grade of B or Higher, up to limit of 4 courses: Biology, Chemistry, Math and Reference Score. Selection is based on total qualifying score in rank order from the highest until admission quota is reached.

We highly recommend students have at least 8 hours (1 day) of shadowing a MLT or MLS within a hospital-clinical laboratory setting, if you do not have any clinical or health care experience.

MLT ranking form:

Students Name: _____ ID: _____

GPA: (overall) _____ Math/Sciences: _____

Applicants will be ranked by points using information the applicant provides to the MLT Program. All documentation must be submitted to be included in the point system by application deadline (April 1st).

Requirements	Maximum available Points	Points Awarded
Completion of MLTS 1101 with grades of A or B A=10 B=5	10	
Course Grade for Math/Science General Education courses: 10 points B or better in BIOL 2252K, CHEM 1211, MATH 1111. 5 points for C in BIOL 2252K, CHEM 1211, MATH 1111.	30 BIOL ____ ____ CHEM ____ ____ MATH ____ ____	
Course Grade for non-Science/Math General education courses: 5 points for C or better ENG 1101, ENG 1102, HIST, POLS 1101	20 ENGL01____ ENGL02____ HIST ____ POLSO1____	
Additional Courses completion with grade of B or Higher: 5 points each courses up to limit of 4 courses: Biology, Chemistry, Math	15 BIOL ____ ____ CHEM ____ ____ MATH ____ ____	
Previous Lab employment/experience/Shadowing documented	10	
Reference Score The Dalton State College MLT program requires 2 references concerning professional and work ethics characteristics as a portion of the student application process.	15 ____ ____	
Interview Score	Total	
TOTAL APPLICANT POINTS for ranking purposes	100+	

All documentation must be submitted to be included in the point system by the application deadline. All information is kept confidential.

Other documentation and requirements that will be required once accepted into the program include the following:

MLTS 1101 Introduction to Health Sciences and Phlebotomy requirements to attend MLTS 1102/ MLTS 1190clinical practicum:

- ❖ Successfully pass MLTS 1101 Introduction to Health Sciences, BIOL 1100 or high class, ALHT 1130 and CAPS 1101 with a 78 or above for Phlebotomy students. For MLT students pass MLTS 1101 with 80 or above.
- ❖ Updated Immunization records (including Hepatitis B Vaccine)
- ❖ 2 step TB (Tuberculosis Skin Test) skin test.
- ❖ Flu vaccine
- ❖ Negative COVID test no more than 2 weeks old if required by clinical site or declination statement
- ❖ Health Physical (Green Sheet)
- ❖ PSI Drug Screen and background check or specified company associated with clinical facility. (Some facilities require their own company for background check and drug screen.)
- ❖ COVID vaccine-if clinical site requires (unless student has submitted exempt forms. Will need documentation.).
- ❖ Current BLS-AHA (Basic Life Support/American Heart Association) certification.
 - Web site to obtain certification: (below)
<https://cpr.heart.org/en/cpr-courses-and-kits/healthcare-professional/basic-life-support-bls-training>
- ❖ Name Tag (from Dalton State College-Student services)
- ❖ Uniforms (Gray) and black all leather upper sports or medical shoe

MLTS clinical course requirements (Dress Code)

MLTS 1102/1190/1191/2290/2291

Uniforms: **Gray -Pewter scrub top and pants**

Gray Pewter lab coat-waist length (check with your assigned facility to be sure on the need)

BLACK tennis shoes (Nike swish or N (new balance) logo is okay)
preferable all leather.



Hair: neat and trimmed of a natural hair color, if touching or below shoulders needs to be worn up off the shoulders (Ex: pulled back in a ponytail or bun). This applies to both male and female students.

Body piercings: Any visible body piercings on the face, tongue, or ear cartilage must be removed or covered.

Female students Piercings: one pair of earrings in the ear lobe is acceptable.

Male students: all visible piercings must be removed or covered.

Tattoos: Any visible tattoo must be covered by clothing, bandage or makeup.

I have read the above information and understand the requirements and agree to follow the requirements.

Student Signature: _____ Date: _____

MLT Program Progression policy: (MLT major course requirements)

To progress through the MLT courses:

MLT Students Must:

- *obtain permission from MLT faculty to exempt BIOL 2251K pre-req for BIOL 2252K.

To progress to the following courses students must complete the following prerequisites:

- MLTS 1101 Intro to Health Sci/Phlebotomy -**Must successfully complete the BIOL 2252K prior to enrolling in MLTS 1101 or have permission from MLT program faculty.**
- MLTS 1105 Immunology/Serology: 2-2-3 Units. **Prerequisites: BIOL 2252K.**
- MLTS 1106. Blood Bank. 2-2-3 Units. - **Prerequisites: BIOL 2252K and MLTS 1105: Immunology/Serology**
- MLTS 1107. Clinical Chemistry. 3-2-4 Units.- **Prerequisites: CHEM 1211K.**
- MLTS 1118. Instrumentation/Computer Application. 2-2-3 Units. **Prerequisites: MLTS 1101 Introduction to Health Sciences and Phlebotomy**
- MLTS 2218: Clinical Microbiology-**prerequisite MLTS 1105: Immunology/Serology**
- MLTS 1112 Urinalysis/Parasitology-**prerequisite MLTS 2218: Clinical Microbiology**

Signature: _____ **Date:** _____

Dalton State College: Outcome Report Data Summary

MLT Program Outcomes:

Graduation Rates:

Year	# of Students (Midpoint)	# Students Graduated	% Graduation Rate
2023	8	8	100%
2024	2	2	100%
2025	5	5	100%

There were 5 total students for the initial 2024 graduating class. Three students did not complete course requirements until December 2024.

Certification Rates:

Year	# of Graduates	# Graduates Taking certification exam	% Certification Pass Rate
2023	8	8	100%
2024	2	2	100%
2025	5	5	100%

Graduates have 18 months to take the certification exam after completion of program in the state of Georgia.

Job Placement Rates:

Year	# of students midpoint	# Employed in Field(within 3-6 months)	% Job Placement Rate
2023	8	8	100%
2024	2	2	100%
2025	5	5	100%

Most students have clinical laboratory employment prior to graduation

National Accrediting Agency for Clinical Laboratory Sciences,
5600 N. River Rd.
Suite 720 Rosemont, IL 60018-5119
Phone Number: 847.939.3597, 773.714.8880,
773.714.8886 (FAX)
<http://www.naacls.org>

For More Information:

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or

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Dalton, Ga. 30720
marmenta@daltonstate.edu
706-272-4512

NAME: _____

Student ID: _____

Dalton State College
Medical Laboratory Program
Health Profession

TECHNICAL STANDARDS VERIFICATION FORM

Directions: Listed below are the technical standards currently identified for student in the MLT program. Read each standard and respond by checking the appropriate column. If you respond unable to fully meet standard, please explain in the space provided. You must complete all items on the document and sign the student verification to indicate your status.

In order to perform as a Medical Laboratory Technician, the student must be able to:

Technical Standard	Able to meet 100%	Unable to fully meet standard	Explanation
Demonstrate sufficient motor skills to manipulate and operate all equipment and instruments found in the clinical laboratory. Such motor skills should include but not limited to the following: A: Ability to grasp, turn and otherwise manipulate equipment with both hands.			
B. Ability to stand and move between different clinical departments in the laboratory.			
C. Ability to approach and position the patient when necessary for laboratory procedures.			
D. Display those verbal and written skills necessary to effectively respond and communicate with patients, peers and other campus and clinical personnel.			
Demonstrate the ability to visually observe and evaluate patient conditions, test reactions and results and the total laboratory environment.			
Discern and discriminate color differences and reactions both microscopically and macroscopically.			
Exhibit adequate hearing ability in order to respond appropriate to both patients and co-workers, and audible equipment sound.			
Display emotional stability in all interactions with patients, peers, and other health care personnel, and function safely and effectively during periods of stress, whether in campus based or clinical assignments.			
Demonstrate the cognitive ability to recognize and deal with any potential hazards in the laboratory environment and protect self and others from injury.			

The essential cognitive and physical functions necessary for successful completion of course objectives?

In order to meet the program competencies, a student must possess the following characteristics:

SPEAKING/WRITING: Possess oral and written competency in the English language necessary to both understand and communicate with instructors, other health care workers, and patients. If ESL student, the TOEFL test must be taken and passed to establish fluency in English.

HEARING: Must be able to hear verbal orders and hear sounds that indicate changing patient status i.e. breath sounds, blood pressure, apical pulse. Must be able to hear alarms on instruments and timers.

MENTAL ABILITY: Must be able to learn new procedures and understand directions. Must be able to understand and interpret orders accurately.

ANALYZE: Must be able to interpret data used in formulating accurate patient assessments, evaluations, and self evaluation. Make decisions to sufficiently deliver patient care. Must be able to interpret laboratory results and correlate with clinical significance and interpret quality assurance.

VISUAL: Must be able to observe changes in patient status and unsafe environmental conditions. Have visual acuity sufficient to use microscopes to perform analyses requiring distinguishing structural details and staining characteristics of cells and microorganisms and have the ability to distinguish colors on procedural test strips and color charts.

READING: Must be able to read and comprehend written course materials and documentation of patient care and office policies and procedures in the English language. ESL students must pass the TOEFL test in reading.

CALCULATING: Must be able to administer correct dosage of medications pertaining to specific diagnostic test. Must be able to utilize laboratory mathematics in calculations of formulas and reagent preparation.

SMELLING: Must be able to detect odors indicating unsafe conditions.

MOBILITY: Must be able to move freely to observe patients, perform patient emergency care.

DEXTERITY: Must be able to perform medical lab procedures. Capable of full manual dexterity of upper extremities, unrestricted movement of both lower extremities, neck, shoulders, back and hips to assist patients in phlebotomy procedures. Possess gross and fine manual dexterity sufficient to handle specimens or reagents, and perform analytical procedures requiring the use of small, delicate tools, equipment, and instruments.

BENDING: Must be able to bend to touch the floor to remove environmental hazards or reagents.

LIFTING: Must be able to assist with moving and ambulating patients. Must be able to lift and/or support at least 75 pounds; to reposition, transfer, and ambulate patients safely.

OBJECTIONABLE SPECIMENS: Must be able to handle/process specimens which may be of an objectionable nature and odor.

Disclaimer

The above statement is criteria is not as a complete listing of clinical laboratory behaviors but is a sampling of the types of abilities needed by the medical laboratory technology (MLT) student to meet program objectives and requirements. The MLT program or its affiliated agencies may identify additional critical behaviors or abilities needed by the student to meet program or agency requirements. The Program reserves the right to amend this listing based on the identification of additional standards or criteria for the MLT students.

Student Verification

Directions: Read the declarations below and sign one only. If you are unable to fully meet any criterion, you must make an appointment with the MLT program faculty.

OPTION1:

I have read the technical standards and to the best of my knowledge I currently have the ability to fully meet these standards.

 Student's name (Print)

 Student's signature

 Date

OPTION 2:

I have read the technical standards and to the best of my knowledge I am currently unable to fully meet the items indicated without accommodation(s).

 Student's Name (print)

 Student's signature

 Date

Employability

Dalton State College does not offer formalized job placement services or guarantee employment after graduation from any Health Science program. The employability of a Health Science program graduate is dependent on changeable job market factors and variables beyond the control of Dalton State College.

It is the responsibility of the graduate to secure employment after program completion. *As a Health Science program student at Dalton State College, I hereby verify with my signature that I understand the employability statement as written above.*

Printed Name: _____

Signature: _____ Date: _____

Dalton State College

Associate of Applied Science Degree in Medical Laboratory Technology

Applicant Recommendation

NAME: _____

Instructions:

To the applicant: Please give this form and envelope to the person chosen to provide this recommendation for you. This person should not be a friend or family member, but rather someone who is able to evaluate your personal characteristics such as an employer, teacher, coach, clergy member, physician or counselor, etc.

To the person completing the recommendation form: This individual is applying for admission to Dalton state College’s Medical Laboratory Technology program. We consider the following characteristics to be important for the success of the student in this program. Please evaluate each of these personal characteristics of the applicant by circling the most appropriate choice on the following scale. Please feel free to provide any additional comments on the back of this form.

5=Strongly agree, 4=Agree, 3=Neutral (acceptable), 2=Disagree, 1=Strongly disagree, N/A=unable to evaluate

Responsibility – accountable for one’s own actions	5	4	3	2	1	N/A
Leadership – Has the capacity to direct others	5	4	3	2	1	N/A
Initiative – Motivated to pursue actions independently	5	4	3	2	1	N/A
Flexibility – Adapts to new or changing situations	5	4	3	2	1	N/A
Organization – Able to arrange or order tasks efficiently	5	4	3	2	1	N/A
Self-Confidence – Assured in one’s abilities and skills	5	4	3	2	1	N/A
Independent work – Completes tasks with minimal supervision	5	4	3	2	1	N/A
Verbal Communication – Able to express self effectively	5	4	3	2	1	N/A
Written communication - Writes clearly and effectively	5	4	3	2	1	N/A
Stress response – Maintains composure and ability to function	5	4	3	2	1	N/A
Attitude – Positive approach to assignments and coworkers	5	4	3	2	1	N/A
Manual dexterity – Ability to perform hands-on skills	5	4	3	2	1	N/A
Team Player—Able to work as part of a group	5	4	3	2	1	N/A
Accepts supervision –willing to learn	5	4	3	2	1	N/A
Maturity – Demonstrates common sense, self-control, tact	5	4	3	2	1	N/A
Dependability-Reliable, follows through on tasks	5	4	3	2	1	N/A
Perseverance-Doesn’t give up easily	5	4	3	2	1	N/A

Associate of Applied Science Degree in Medical Laboratory Technology

Applicant Recommendation

Name: _____

Instructions:

To the applicant: Please give this form and envelope to the person chosen to provide this recommendation for you. This person should not be a friend or family member, but rather someone who is able to evaluate your personal characteristics such as an employer, teacher, coach, clergy member, physician or counselor, etc.

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5=Strongly agree, 4=Agree, 3=Neutral (acceptable), 2=Disagree, 1=Strongly disagree, N/A=unable to evaluate

Responsibility – accountable for one’s own actions	5	4	3	2	1	N/A
Leadership – Has the capacity to direct others	5	4	3	2	1	N/A
Initiative – Motivated to pursue actions independently	5	4	3	2	1	N/A
Flexibility – Adapts to new or changing situations	5	4	3	2	1	N/A
Organization – Able to arrange or order tasks efficiently	5	4	3	2	1	N/A
Self-Confidence – Assured in one’s abilities and skills	5	4	3	2	1	N/A
Independent work – Completes tasks with minimal supervision	5	4	3	2	1	N/A
Verbal Communication – Able to express self effectively	5	4	3	2	1	N/A
Written communication - Writes clearly and effectively	5	4	3	2	1	N/A
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Perseverance-Doesn’t give up easily	5	4	3	2	1	N/A

Associate of Applied Science Degree in Medical Laboratory Technology

Applicant Recommendation

Additional comments:

Your Relationship to the Applicant:

Advisor Teacher Supervisor Employer Other (please describe) _____

How long have known the applicant? _____

How well do you know the applicant? _____

Do you Highly Recommend Recommend
 Recommend with reservation Not Recommend
this applicant?

Signature _____ Date _____

Printed Name _____ Title _____

Address _____

Telephone _____

Institution/Business _____

Address _____

Telephone number _____

May someone contact you about this applicant? _____ Yes _____ No

Thank you for your recommendation. We ask that you seal this recommendation in an envelope and sign your name across the flap before returning to the applicant.

Or if you prefer, you may e-mail to tstalling@daltonstate.edu or mail directly to: Dalton State College
Medical Laboratory Technology program
Health Professions-office 210
650 College Dr.
Dalton, Ga. 30720