

## CLS PROGRAM ADMISSION REQUIREMENTS AND PROCESS

Admission to the Medical Laboratory Science Program is competitive and subject to:

1. Admission to the University of Tennessee, Knoxville (3 + 1 students only)
2. Formal application for admission to the UT Medical Center CLS program
3. Essay, addressing questions on the application
4. Official transcripts from all colleges and universities attended
5. Three letters of recommendation (two science and one non-science)
  - o With the approval of the program director, one letter may be from an employer
6. Signed statement that the student can fulfill the essential functions required for admission into the program
7. Submission of \$25.00 nonrefundable application fee

The deadline for submitting applications and all supporting documentation is May 15 of the year prior to the class for which the student is applying. Current transcripts, if not yet available, should be sent as soon as they become available by the university. Notify the program director of the expected arrival date of the transcripts.

To receive an interview with the admissions committee, students must have:

- Minimum overall GPA of 2.5
- Minimum GPA of 2.5 in Science courses.
- Completed or a plan to complete all prerequisite courses required for the program, with a minimum grade of “C”.

If there are more qualified applicants than there is space available, acceptance is based on the following:

- If there is space in the program, students from the University of Tennessee who meet all minimum criteria for admission shall be admitted at the discretion of the admissions committee. A University of Tennessee student who meets all qualifications and who is deemed by the admissions committee to be a qualified candidate shall not be denied admission if there is space in the program, in order to provide access for the student to complete his or her degree.
- Qualified students will be ranked in order, based upon their status as a 3 + 1 or 4 + 1 student and total score (determined by GPA, letters of recommendation, interview, and other admission criteria – see “Admissions Committee” section of this policy).
- **Final decision for admission is at the discretion of the admissions committee. The committee reserves the right to deny admission if a candidate displays poor understanding of the program, an unprofessional attitude, or another characteristic that prevents success in the program, regardless of the student’s academic record. The committee must document the reason for denial and must provide the reason to the applicant if requested to do so.**
- Admission to the University of Tennessee and completion of a pre-clinical laboratory science program in the College of Arts and Sciences does not assure

admission to the clinical phase of the Medical Laboratory Science/Medical Technology Program. Students must be deemed qualified by the Admissions Committee to be accepted.

### **Non-Discrimination Statement**

All qualified applicants to UT Medical Center will receive equal consideration for admissions without regard to race, sex, color, religion, national origin, age, disability, or veteran status. This statement is in compliance with all applicable federal, state, and local regulations, and this non-discrimination statement is intended to be consistent with those laws and regulations.

### **ACADEMIC REQUIREMENTS FOR ADMISSION:** **3 + 1 PROGRAM AT UNIVERSITY OF TENNESSEE – KNOXVILLE:**

<b>FRESHMAN</b>	<b>HOURS CREDIT</b>
English 101-102 (see Note 1)	6
Chemistry 120-130 (see Note 1)	8
Biology 130, 140 (see Note 2)	8
Foreign Language - Intermediate Level (see Note 3)	6
Mathematics (see Note 4)	<u>6</u>
	<b>34</b>
 <b>SOPHOMORE</b>	
Chemistry 110 (see Note 5)	4
Biochemistry and Cellular and Molecular Biology 230	5
Biology 240	4
Microbiology 310-319	5
Humanities (one course from List A or B)	3
Non-U.S. History	6
Communication Studies 210 or 240	<u>3</u>
	<b>30</b>
 <b>JUNIOR</b>	
Biochemistry and Cellular and Molecular Biology 310 (see Note 5)	4
Microbiology 420-429	5
Microbiology 430 (offered fall only)	3
Social Science	6
Humanities (one course from List A, B, or C)	3
Upper Level Distribution (one course from List A and one course from List B)	6
Writing Intensive Course (see Note 6)	<u>0-3</u>
	<b>27-30</b>
	<b>TOTAL: 91 semester hours (minimum)</b>
 <b>SENIOR</b>	
12-month Clinical Laboratory Science course of study at UT Medical Center in Knoxville	
	<b>TOTAL: 120 semester hours (minimum)</b>

Note 1: Or equivalent honors courses.

Note 2: Students who have previously completed Biology 101 and 102 for their lab science requirement may substitute these two courses for Biology 130.

- Note 3: This requirement assumes a student has had enough language background in high school to begin the intermediate language sequence at UTK.
- Note 4: One of the following math sequences is required for preclinical laboratory science students: Math 115-125, Math 123-125, Math 141-142, Math 151-152. Math placement depends on high school courses and grades, ACT scores, the math placement exam, and BA/BS requirements.
- Note 5: Students who have completed Chemistry 350-360-369 may substitute it for Biochemistry 310 and Chemistry 110.
- Note 6: Courses which can satisfy the writing intensive course requirement are listed in the undergraduate catalog.

### **ACADEMIC REQUIREMENTS FOR ADMISSION:**

#### **4 + 1 PROGRAM, FOR APPLICANTS WITH A BACHELORS OR MASTERS DEGREE**

1. BS degree in a biological science or chemistry
2. Biology Requirements: 16 semester hours that must include:
  - One (1) Microbiology class with laboratory
  - One (1) Immunology class
  - Human anatomy and/or physiology
  - Medical Microbiology and Genetics are recommended but are not required.
3. Chemistry Requirements: 16 semester hours that include general chemistry and either organic or biochemistry.
  - Analytical chemistry and physics are recommended but are not required.
4. Math Requirement: 1 semester of math at a level of college algebra or higher.
  - Statistics is highly recommended but is not required.
5. GPA of 2.5 or above (overall GPA )
6. Science GPA of 2.5 or above.
7. A “C” or better must be obtained in each required chemistry, biology, and math course.

After completion of the UHS / UTMC Clinical laboratory science (CLS) program, all students will receive a certificate of completion from the medical center. Granting of the certificate is not contingent on students passing any external certification or licensure examination.

#### **All Students:**

Applicants who have not attended a university for seven or more years may be asked to update their academic preparation in the prerequisite courses.

If there are more qualified applicants than there is space available, acceptance is based on rank order using criteria that include letters of recommendation, GPA, science GPA, number of science credit hours from UT, interview scores, Tennessee residency, work experience, and number of failing grades received.

The interview committee considers all factors, including academic traits as well as nonacademic traits such as initiative, self-motivation, dependability, reasoning ability, and leadership potential. Final decision for admission is made by the interview committee.

### **STUDENT SELECTION CRITERIA:**

1. Students planning to apply for the clinical year of the Medical Laboratory Science curriculum at UHS/UTMC should become familiar with the activities and essential functions of the clinical laboratory and the role of medical laboratory scientists, in order to provide themselves with a basis for a suitable and realistic career choice. This information can be gained by visits to laboratories (by appointment), acquaintance with practitioners, or work experience.
2. Other criteria for student selection, which will be obtained from personal interview, formal applications and letters of recommendation, include evidence of the following traits and abilities:

#### **Cognitive Domain:**

1. Academic achievement, overall and in the sciences. Transcript evaluation may include looking for patterns of improvement.
2. Intellectual skills, abilities to transfer knowledge of principles to new situations, critical thinking skills to facilitate problem solving, and evidence of self-directed learning.
3. Ability in oral and written expression

#### **Affective Domain:**

1. Sense of responsibility and dependability
2. Maturity and emotional stability
3. Initiative and self-motivation, willingness to go beyond specific assignments, and recognition and utilization of opportunities to increase learning
4. Courtesy and consideration in personal relationships
5. Honesty

#### **Psychomotor Domain:**

1. Manual dexterity
2. Ability to use equipment correctly and safely
3. Ability to learn to operate new equipment with minimal instruction

### **ADMISSIONS COMMITTEE SELECTION PROCEDURE:**

The UT Medical Center Clinical Laboratory Science Program utilizes an Admissions Committee.

#### **Function of the committee:**

1. Assess value of interview data
2. Interview prospective CLS/MT students and select candidates for incoming class

**Objectives of the committee:**

1. Obtain information on which to estimate qualifications of the candidates
  - Interest in, knowledge of, and desire to become a professional in the profession
  - Professional conduct and other behavioral traits as noted on the interview form.
2. Determine any mitigating circumstances relative to academic status and/or activities

**Organization of the committee:**

Membership will be comprised of three to four clinical instructors, selected from available program faculty and clinical instructors. A current student may also assist.

**Application Review and Interview Scheduling Procedure:**

1. The deadline for submitting applications and supporting documentation is May 15 of the year prior to the class for which the student is applying. Transcripts, if not yet available, should be sent as soon as they become available by the university.
2. If the class is not filled, applications may be considered after the deadline. In some cases where there are multiple late applicants for open positions, additional interview session(s) may be scheduled for late applicants.
3. The program director will organize the application data on each applicant for review by the committee prior to the interview, ensuring that the information is complete.
4. Only the applicants who meet minimum criteria will be scheduled for interviews.
5. Each qualified applicant will be contacted to schedule an interview time.

**Interview Process:**

1. The admissions committee uses an objective point system to select students from the qualified applicant pool.
2. All candidates are asked the same questions in the same manner by the same committee members, if possible. Additional questions may be asked, based upon a student's references, background, or grades.
3. Following the interviews, the admissions committee will select the incoming class.

**STUDENT NOTIFICATION OF ACCEPTANCE:**

1. Each student who interviewed will be sent a letter, either of acceptance or rejection of admission into the program. Students who interview in the main admissions process will be notified by July 15.
2. Students must respond in writing, accepting or declining admission by July 31.
3. Students who accept must submit a \$250.00 non-refundable acceptance fee to secure their positions in the program.

4. **Acceptance is provisional, based upon the following:**
  - a. The student submits a written acceptance of the offered position before the deadline. If a student does not respond by the deadline, two attempts are made to contact the student. If there is no response, the position may be offered to an alternate candidate.
  - b. Submission of the non-refundable acceptance fee (\$250.00).
  - c. Satisfactory completion of all courses required for admission into the program. Students must provide official transcripts showing successful (grade of C or higher) completion of those courses before they may begin the program.
  - d. Completion of immunizations and submission of immunization records.
  - e. Reports from all health physical requirements, obtained within 60 days of the start of the clinical year, and submitted at least one week before the first day of the program.
  - f. Proof of medical insurance coverage during the clinical year
  - g. Successful completion of a criminal background check.
  - h. Signed documentation that the student will abide by all program guidelines.
  - i. Document that they can perform essential functions of a medical laboratory scientist
  - j. Documentation of colorblindness test, administered by the program.
5. If any student declines admission into the program, alternate candidates are reviewed, and letters of acceptance are sent to them, in the order in which they are ranked by the Admissions Committee.

#### **SELECTION OF ALTERNATES:**

1. If there are more qualified applicants than there are open positions (maximum of twelve), students may be selected for the alternate list.
  - a. Students will be notified of their alternate status when initial notification of status is sent.
  - b. If a student who is accepted into the program declines or cancels, the alternate will be notified in writing of his or her acceptance into the program. The alternate candidate must then accept the position and fulfill all requirements for admission into the program.
  - c. Details for notification are described in “Student notification of acceptance” on the previous page.
6. All communication with students is retained in their files as part of their permanent records.