

COLORADO MESA UNIVERSITY
Department of Health Sciences
Associate of Applied Science, Medical Laboratory Technology Program
Application Procedure Check-off Form

The check-off form is intended to help guide you through the MLT application process. The following application materials must be received in the Department of Health Sciences by 12:00 pm on March 1st for priority consideration in the program. Please allow plenty of time, as some items take longer to complete than others. Submit your application first, then turn in the remaining items as you complete them.

Once all application materials are received, the Medical Laboratory Technology Admission Committee will review all completed applicant files within 1-2 weeks after March 1st and interviews will be arranged at that time. Students may then expect a letter of acceptance or denial 3-4 weeks after March 1st.

The Department recognizes that the application process can be stressful at times. Respectfully, due to the large volume of application materials we receive for all of our Health Sciences programs, we ask that you do not inquire about your application until a reasonable amount of time has passed. Applicants will be contacted through their MavZone email if any forms or information are missing.

All documents must be in PDF format and submitted to the Department of Health Sciences in an email attachment to healthscience@coloradomesa.edu with "MLT Application" in the subject line.

- 1) Submit the *Application for the AAS Medical Laboratory Technology Program*
 - ☐ Download the application from the CMU MLT website and electronically fill in the PDF form.
 - ☐ You will receive a confirmation email at your MavZone account within 3-4 business days of submitting your application.
- 2) At least a month before March 1st, request to take the *Test of Essential Academic Skills Exam (ATI TEAS)* administered through the [Colorado Mesa University Testing Center](#). If an applicant cannot take the TEAS Exam at the CMU Testing Center, it is the applicant's responsibility to schedule the proctoring of the exam at a testing center near them.
 - ☐ At the completion of the TEAS Exam, request the CMU Testing Center to submit your scores in an email attachment directly to the Department. Test scores supplied by the student to the Department will not be accepted.
 - ☐ Applicants who have TEAS Exam scores less than a year old do not need to retake the exam. Those scores will be used in the current application cycle. Applicants with scores older than a year will need to take the exam again and have new exam scores submitted.
- 3) All applicants must be Bachelor's- or Associate-seeking CMU students with no holds on their account. Confirm your status and holds with the Registrar's Office (970-248-1555); current students can also check MavZone/DegreeWorks.
 - ☐ Non-current CMU students must also apply through the Admissions Office, confirm acceptance to CMU as a Bachelor's- or Associate-seeking student, and confirm with the Registrar's Office that all transcripts from previously attended schools have been received and evaluated.