



## Medical Laboratory Science Program Academic Year 2025-2026

### Application Procedure

The applicant to The University of Toledo Medical Laboratory Science Program (MEDL) must submit the following:

1. A completed application form.
2. Official transcripts from all **non-UToledo** college coursework (**ONLY IF YOUR TRANSCRIPTS HAVE NOT BEEN REVIEWED BY THE UTOLEDO REGISTRAR'S OFFICE**). Please DO NOT request/send any transcripts that have already been evaluated by the university's registrar.
3. Fall Course Schedule Information form (see page 7 below).

Non-degree applicants must be eligible for a Baccalaureate Degree in Medical Laboratory Science/Medial Technology from the university at the completion of the medical laboratory science program. Applicants who have a baccalaureate degree or higher must meet the program's academic prerequisites.

Non-domestic students with degrees from foreign institutions or applicants who have a baccalaureate degree, or higher, from other colleges/universities must first apply to the university as a "guest student" to have their transcripts evaluated by the Office of Undergraduate Admission for equivalency prior to consideration for acceptance into the program. Visit [utoledo.edu/admission/international/](https://utoledo.edu/admission/international/) for detailed information.

Applicants who received their degree seven or more years before application will need to update coursework in Microbiology and Immunology with a C or better per course.

### Required Academic Prerequisites

Acceptance to the program is contingent upon completion of the following coursework with a grade C or better and a minimum overall grade point average of 2.5.

#### **CHEMISTRY** (18 credits)

CHEM 1230/1280 General Chemistry I  
CHEM 1240/1290 General Chemistry II  
CHEM 2410/2460 Organic Chemistry I  
CHEM 2420/2470 Organic Chemistry II

#### **BIOLOGY** (27 credits)

BIOL 2150/2160 Fundamentals of Life Science I  
BIOL 2170/2180 Fundamentals of Life Science II  
BIOL 3010 Molecular Genetics  
BIOL 3030 Cell Biology  
BIOL 3070 Human Physiology or EXSC 2570  
BIOL 4030/4040 Microbiology with lab  
BIOL 4050/4060 Immunology with lab

#### **HUMAN ANATOMY** (4 credits)

EXSC 2510/2520 Human Anatomy

#### **MATHEMATICS AND STATISTICS** (6 credits)

MATH 1320 College Algebra  
MATH 2600 Intro to Statistics

#### **MEDICAL TECHNOLOGY**

MEDT 2010 Clinical Laboratory Techniques

**Prerequisites must be completed prior to admission to the Medical Laboratory Science Program.**

All required application materials must be submitted **electronically prior to October 7, 2024**, for the following **2025 spring semester**. Applications are examined by the Program Director to determine if all necessary information is included. The Program Director evaluates the college transcript as to course content, grade point average, total semester hours of credit and courses planned for the fall semester prior to admission. If any deficiencies are found, or if the grade point average is unacceptable, the Program Director will send a letter of explanation or request clarification of the suspected deficiency.

**The 2025–2026 class will commence on January 13, 2025, the start of spring semester.**

Please notify the MEDL Office, either by phone (419) 530-1901, e-mail [lisa.jordan2@utoledo.edu](mailto:lisa.jordan2@utoledo.edu) or by U.S. mail for changes in address or phone number.

**Selection Process**

Applicants who have met the entrance requirements and completed the application procedure will be invited for an interview by either the representatives of the clinical affiliates or the program director. The selection for admission to the clinical training class will be based on the following criteria:

- Cumulative grade point average
- Completion of the medical laboratory science/medical technology track
- Summary of interviews

Selection of students is made in October for the class to begin the next semester. All applicants are judged by the same criteria whether they are students at the University of Toledo, graduates from UToledo or applying from another college or university. Students meeting the criteria are only admitted into the program when a clinical placement can be guaranteed. The exact location will be determined one semester prior to externship. Class size is up to 16 students and GPA will determine placement.

**The University of Toledo**  
**Medical Laboratory Science / Medical Technology Program**  
**Application**

Return application and have non-UToledo transcripts sent to:

Medical Laboratory Science Program  
 The University of Toledo  
 Attn: Lisa Jordan, Program Director  
 Department of Biological Sciences, MS# 601  
 2801 W. Bancroft St.  
 Toledo, OH 43606  
[lisa.jordan2@utoledo.edu](mailto:lisa.jordan2@utoledo.edu)

Last Name	First Name	Middle Initial
Present Address	City and State	Zip
Permanent Address	City and State	Zip
Phone #	Email	UToledo R# (if current student)
U.S. Citizen	Visa # (if applicable)	Expiration Date (if applicable)

**Education:**

Name of School	Address	Years Attended	Year Graduated/Degree
High School/College Prep			Name of Guidance Counselor:
College/University			
Other			

1. Please list your employment history including military service or volunteer work especially in health-care related fields. Continue on a separate sheet if necessary.

Name of Business	Address, City/State	Employment Dates	Supervisor Name

2. On a separate sheet of paper (see page 6 below), please describe your interest in the profession of medical technology and the qualities you have that would contribute to your success in the profession.

3. In addition to the academic requirements, applicants to the program are required to meet Essential Functions which are non-academic requirements of the program and comprise of five abilities and skills, including observation; movement; communication; intellectual and conceptual; and behavioral and social.

- a. **Essential Observational Requirements:** The applicant must be able to: observe laboratory demonstrations of techniques and procedures; discriminate color reactions; read text, numbers, and graphs displayed in print or on a video monitor; and differentiate cells and tissues in normal and pathologic states using a microscope.
- b. **Essential Movement Requirements:** The applicant must be able to: bend, reach, sit and move freely and safely about a laboratory and in patient rooms; perform delicate manipulations which require good eye-hand coordination; tolerate prolonged standing and/or sitting for several hours; lift and handle objects weighing less than 10 pounds; and travel to clinical laboratory sites for practical experience.
- c. **Essential Communication Requirements:** The applicant must be able to: read and comprehend technical and professional materials; effectively communicate with faculty, classmates, patients, physicians and other health care personnel in a professional, positive, and tactful manner; follow verbal and written instructions in English in order to correctly and independently perform laboratory test procedures; and exhibit legible penmanship in English.
- d. **Essential Intellectual and Conceptual Abilities:** The applicant must be able to: recall, apply and evaluate laboratory data; prioritize tasks; exercise critical thinking skills to solve problems; and exercise sufficient judgment for appropriate corrective actions.
- e. **Essential Behavioral and Social Attributes:** The applicant must be able to: maintain patient confidentiality and to exercise ethical judgment, integrity, honesty, dependability and accountability in the performance of one's laboratory responsibilities; perform laboratory tests carefully while maintaining efficiency and organization; function effectively under stress and adapt to changing technology and environments; maintain personal hygiene and wear garments appropriate to the work setting; and function as a supportive member of the health care team. standards and believes that he/she can meet them.

**In signing this application for admission, the applicant acknowledges having read and understood the above standards and believes that he/she can meet them.**

4. **Nondiscrimination Policy:** This program does not discriminate against any applicant based upon race, sex, color, national origin, geographical area, religion, creed, age, marital status, sexual preference or veteran status.

I certify that the facts set forth in my Application and any other materials I have submitted are true and complete. I understand that the submission of any false information in connection with my application will result in immediate discharge at any time thereafter should I be accepted into the Medical Laboratory Science Program. I also understand that the Program may, in its sole discretion, conduct a criminal history check including signing a consent form for drug testing conducted by a physician or other health-care provider.

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Signature of Applicant

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Date

Please use this page to describe your interest in the profession of medical laboratory science and the qualities you have that would contribute to your success in the profession.

**The University of Toledo**  
**Medical Laboratory Science Program**

**Fall Course Schedule Information**

Please identify the courses that you are currently taking in the fall semester. All applicants must complete the programs admission requirements before starting the program in January.

<b>FALL SEMESTER</b>		
Course Number	Course Title	Credit Hours

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**APPLICATION CHECKLIST** (For Student Use Only)

Have you:

- Submitted the application forms by **October 7, 2024, electronically to the Program Director, [lisa.jordan2@utoledo.edu](mailto:lisa.jordan2@utoledo.edu)**?
- Requested official transcripts from all **non-UToledo college** coursework to be forwarded to the Program Director?
- Included a list of all coursework for the current Fall semester with your application?