

Akron Cooperative Medical Laboratory Science Program

INSTRUCTIONS TO THE APPLICANT

Complete the online application or print a completed hardcopy, and mail along with the other items listed to the address shown below.

1. The completed application form must be received by December 1 of the year prior to admission. All other material, including payment, transcript evaluation, and references must be received by December 15.
2. Application/Processing fee of \$45. Do not send cash. Make check payable to: "Akron Cooperative Medical Laboratory Science Program". Applications will not be processed until the fee is received.
3. Official transcript from each college or university attended. If sending electronic transcripts, please use email MLSProgram@akronchildrens.org.
4. A list of courses planned or in progress.
5. References: Select three individuals (science instructors, laboratory instructors, members of the health profession, or employers) who are not related to you but know you well enough to evaluate your personal qualities. One of these must be the college advisor.
 - A. Complete the top part of the online reference form.
 - B. Check either box A or B, then electronically sign your name to the corresponding statement.
 - C. Type in the date.
 - D. Email the form to your selected references, or print the form to deliver to them for completion.
 - E. It is recommended that you contact your science or laboratory instructors at the beginning of the term/semester so that he/she might observe you for the traits to be evaluated. Remember to remind the instructor of the evaluation at the end of the course.
 - F. If you are presenting your references with a hardcopy, they may scan and email to MLSProgram@akronchildrens.org, or provide each evaluator with a stamped envelope addressed to the address shown below. We will only accept evaluations that are sent directly to the Program by the evaluators.
6. It is the applicant's responsibility to contact the Program Office prior to December 15 to ensure that all application materials have been received.

Send all materials to:

Akron Cooperative Medical Laboratory Science Program

One Perkins Square
Room 4504, Main Building
Akron, Ohio 44308-1062
330-543-8720

MLSProgram@akronchildrens.org