MEDICAL LABORATORY SCIENCE PROGRAM
OWENSBORO HEALTH REGIONAL HOSPITAL
1201 Pleasant Valley Road
Owensboro, Kentucky 42303
Phone 1-(270)-417-6521

MEDICAL LABORATORY SCIENCE PROGRAM APPLICATION

CONTENTS

MEDICAL LABORATORY SCIENCE PROGRAM
OWENSBORO HEALTH REGIONAL HOSPITAL
OWENSBORO, KENTUCKY

INSTRUCTIONS/INFORMATION FOR APPLICANTS

1. Arrange with the Registrar of your college to forward **official** transcript(s) (completed courses and courses in progress) by mail or email to:

   Katie Scott, EdS, MLS (ASCP)^{CM}
   Program Director, Medical Laboratory Science Program
   Owensboro Health Regional Hospital Laboratory
   1201 Pleasant Valley Road
   Owensboro, Kentucky 42303
   katie.scott@owensborohealth.org

2. Only those students who have completed their education in a foreign country and will not be awarded a U.S. baccalaureate degree from a regionally accredited college/university are required to submit a transcript evaluation verifying U.S. baccalaureate degree equivalency. Please contact the Board of Registry for a list of acceptable evaluation agencies for foreign transcript evaluations.
3. Applicants whose primary language is not English must submit results from the Test of English as a Foreign Language Internet-based test (TOEFL iBT).
4. Complete the attached essential functions (p. 4-5), statement of understanding (p. 6), and application (p. 7-9) and send it to the Medical Laboratory Science Program Director (address above).
5. Attach a personal statement essay (prompts in application) and a resume.
6. Contact three references and request that completed forms (p. 11-16)/letters be sent directly to the Program Director. More information may be found on page 9.
7. Any test scores, such as SAT or ACT that you have would be helpful, so please include these on the application or have them sent to the program director.
8. If the application is chosen for further review, arrangements for an **in-person** interview will be made with the Program Director of the MLS OHRH program and the admissions committee. Interviews will be held at the hospital or at HealthForce Kentucky in Owensboro, KY.
9. Upon receipt of all necessary data, and after an in-person interview, your application will be reviewed and you will be notified in writing by email of the Admissions Committee's decision. If you are accepted, you must reply immediately indicating your intentions to join the next class or not.
10. Applications must be in by December 15th and classes will be selected by February 15th.
11. A student may withdraw from the program at any time. In order to withdraw from the program, the student must submit a written request to the Program Director.
12. Successful completion of the year will result in 30 – 36 credit hours, depending on the student's college/university as applicable.

(Revised Feb 2026)

OWENSBORO HEALTH REGIONAL HOSPITAL
MEDICAL LABORATORY SCIENCE PROGRAM

PREREQUISITES FOR ADMISSION

Before admissions to a hospital-based program, a student must have acquired a minimum of 90 semester hours (135 quarter hours) of academic credit. The following courses or their equivalents are prerequisites for admission to hospital-based programs:

CHEMISTRY

A minimum of 16 semester hours (24 quarter hours) is required.
General Chemistry and Organic chemistry must be included.
Quantitative analysis and biochemistry are recommended.

BIOLOGICAL SCIENCES

A minimum of 16 semester hours (24 quarter hours) is required.
Microbiology must be included in the curriculum.
Genetics and Anatomy & Physiology are strongly recommended.
Immunology is strongly recommended

MATHEMATICS

One course in mathematics is required.
Minimum requirements are met by courses recognized as prerequisites for admissions to physics courses.
Courses in Probabilities & Statistics are **strongly** recommended.

The content of chemistry and biology courses must be acceptable towards a major in those fields of study. Survey courses do not qualify as fulfillment of chemistry and biological science prerequisites.

Owensboro Health Regional Hospital Medical Laboratory Science Program is affiliated with the following schools:

Western Kentucky University - Bowling Green, Kentucky
Kentucky Wesleyan College - Owensboro, Kentucky
Brescia University - Owensboro, Kentucky
Campbellsville University - Campbellsville, Kentucky
Southeast Missouri State University - Cape Girardeau, Missouri
University of Southern Indiana - Evansville, IN

A minimum grade point average of 2.5 is required. Preference is given to students from our affiliated schools.

All required courses must have been completed no more than 7 years before application is made. Courses completed before this time must be updated in a manner acceptable to NAACLS. Applicants will be evaluated by the Admissions Committee on a case-by-case basis.

This program will not discriminate in the nomination, selection and training because of race, creed, color, national origin, gender, or disability.

(Revised July 2025)

OWENSBORO HEALTH REGIONAL HOSPITAL
MEDICAL LABORATORY SCIENCE PROGRAM

INTERNATIONAL STUDENT REQUIREMENTS

ACADEMIC TRANSCRIPTS

Individuals may be considered for admission if they hold a professional or baccalaureate degree in biological science, chemistry, medicine or a related field, or if enrolled in a Medical Laboratory Science course of study at an academic affiliate of OHRH MLS Program. Applicants who completed their education in another country and will not be awarded a United States baccalaureate degree must submit the following with their application:

- Photocopy of transcript and degree
- Transcript evaluation from an acceptable United States evaluation agency (comprehensive list on ASCP website)

Applicants may be required to complete additional prerequisite coursework if deemed necessary based on the transcript evaluation.

ENGLISH PROFICIENCY

Because the ability to communicate effectively is an essential skill for health care professionals, students applying to OHRH MLS Program must demonstrate oral and written communication proficiency in the English language. Students for whom English is a second language must meet these requirements by achieving minimum scores on the Test of English as a Foreign Language (TOEFL).

International student applicants must:

- Demonstrate minimum TOEFL scores:
- Overall score of 600 (paper-based) or 90 (Internet-based)
    - Scores from the speaking portion of the exam are given particular consideration in admission decisions. Learn more about the exam and register online on the Educational Testing Service website.
- Individual scores of Good or High (ranges on TOEFL website) for Reading, Listening, Speaking, Writing
- Include TOEFL scores on application
- Submit official TOEFL score report to SLH MLS Program with application
- Residency
    - All international students must provide documentation of legal and permanent eligibility for employment in the United States. Acceptable documentation includes:
        - Permanent resident – green card
        - Asylum or refugee status
        - Employment-based permanent resident

Applications that do not conform to instructions will not be considered for admission.

OWENSBORO HEALTH REGIONAL HOSPITAL
MEDICAL LABORATORY SCIENCE PROGRAM

ESSENTIAL FUNCTIONS

Review carefully; these requirements are essential skills for a career in Medical laboratory Science

OBSERVATIONAL REQUIREMENTS:

The student must demonstrate adequate vision to:

- Observe laboratory procedures in which biological samples including blood, bone marrow, body fluids, culture materials, tissue sections, and cellular specimens are processed and handled
- Characterize color, odor, clarity, and viscosity of biological samples, reagents, or chemical reactions
- View biological samples through a microscope, differentiating color, shading, morphology, shape and fine structure of stained and unstained preparations
- Read and comprehend test orders, policies, procedures, tube labels, instrument control panels, computer screens, instrument printouts, test results, charts, and graphic materials displayed in print or on a video monitor
- Judge distance and depth

MOVEMENT REQUIREMENTS:

The student must demonstrate sufficient strength, mobility, dexterity, and fine motor skills to:

- Move freely and safely within the laboratory and in patient areas when performing phlebotomy
- Comfortably access patients in seated or lying positions to collect blood samples
- Reach laboratory instruments, equipment, bench tops, and supplies that may be on shelves higher than eye level
- Manipulate laboratory equipment (test tubes, pipets, slides, cover slips, inoculating loops) and adjust instruments to perform procedures
- Perform moderately taxing continuous physical work, often requiring prolonged sitting or standing
- Travel independently to selected sites for practical and seminar experiences

INTELLECTUAL REQUIREMENTS

The student must:

- Possess these intellectual skills: Comprehension, measurement, mathematical calculation, reasoning, integration, analysis, comparison, self-expression, and criticism
- Be able to exercise sufficient judgment to recognize and correct performance deviations

COMMUNICATION REQUIREMENTS

The student must be able to:

- Demonstrate effective written and oral communication skills in the English language
- Read and comprehend technical and professional materials (textbooks, journal articles, handbooks, instruction manuals)
- Follow verbal and written instructions to perform laboratory procedures correctly and independently
- Clearly instruct patients prior to specimen collection
- Converse with patients effectively, confidentially, and sensitively
- Communicate with faculty members, fellow students, staff, and other health care professionals in written and verbal formats
- Independently prepare papers and laboratory reports
- Take paper, computer, and laboratory practical examinations

OWENSBORO HEALTH REGIONAL HOSPITAL
MEDICAL LABORATORY SCIENCE PROGRAM

ESSENTIAL FUNCTIONS
(Continued)

BEHAVIORAL REQUIREMENTS
The student must be able to:

- Manage time and systematize actions to complete professional and technical tasks within realistic constraints
- Effectively utilize emotional health and intellect to exercise appropriate judgment
- Provide professional and technical services while experiencing task-related stresses in a distracting environment (high noise levels, crowding, complex visual stimuli)
- Be flexible and adapt to professional and technical changes
- Recognize potentially hazardous materials, equipment and situations and proceed safely to minimize risk of injury to patients, self, and nearby individuals
- Adapt to working with unpleasant biological materials
- Support activities of fellow students and staff to promote a team approach to learning, task completion, problem solving, and patient care
- Be honest, compassionate, ethical and responsible; be forthright about errors or uncertainty; critically evaluate own and others' performance; offer and accept constructive criticism; seek out ways to improve

I have read and do understand the essential functions listed above. I believe I can meet these essential functions.

❒ YES
❒ NO

Applicant's Signature _____ Date _____

(Please read, sign and return with completed application).

**Applicants with a disability or condition that compromises their ability to meet Essential Requirements must submit a written request for accommodation with the Application. It is the policy of OHRH not to discriminate in admissions or access to, or treatment or employment in, its programs or activities.*

OWENSBORO HEALTH REGIONAL HOSPITAL
MEDICAL LABORATORY SCIENCE PROGRAM

STATEMENT OF UNDERSTANDING

I understand that I will be required to undergo a criminal background check and health assessment prior to enrollment, and that enrollment in the Program may be contingent on results of this examination.

I understand that prerequisites for Program entry and degree requirements must be completed before starting the Program, and that the Program reserves the right to rescind an offer of admission if grades in final prerequisite courses result in science or overall GPAs that are below minimum requirements for admission.

I hereby certify that the answers and information contained in this application are correct to the best of my knowledge and belief. I understand that misrepresentation in any form will be considered cause for rejection of my application and/or dismissal from the Program.

I waive any action against any entity, including any member of Owensboro Health, for providing information in connection with this student application or inquiries in processing this application.

Applicant's Signature _____ Date _____

(Please read, sign and return with completed application).

OWENSBORO HEALTH REGIONAL HOSPITAL
MEDICAL LABORATORY SCIENCE PROGRAM
1201 Pleasant Valley Road
Owensboro, Kentucky 42303

APPLICATION FOR ADMISSION

PERSONAL INFORMATION:

FOR DESIRED START DATE: July _____
(Year)

SOCIAL SECURITY NO.: _____

NAME: _____
(Last) (First) (Middle)

EMAIL ADDRESS: _____

PERMANENT ADDRESS: _____
(Address, City, State, Zip/Postal Code)

CELL/HOME PHONE: _____

EDUCATION:

DEGREE STATUS: ❒ 4 + 1 (Bachelor's degree completed or will be completed prior to beginning of program)
❒ 3 + 1 (Clinical program will complete Bachelor's degree through an affiliated college)

HIGH SCHOOL: _____ GRADUATION YEAR: _____
(Name of School) (Address)

COLLEGE: _____ GRADUATION YEAR: _____
(Name of School) (Address)

GRADUATED: YES _____ NO_____ MAJOR _____ MINOR _____

OTHER COLLEGE(S) &/or PROFESSIONAL SCHOOL(S)

COLLEGE: _____
(Name of School) (Address) (Phone)

COLLEGE: _____
(Name of School) (Address) (Phone)

GPA/TEST SCORES:

OVERALL GPA: _____ SCIENCE GPA: _____

ACT or SAT (composite score): _____

TEST of ENGLISH as a FOREIGN LANGUAGE (TOEFL) Score (if applicable): _____

EMPLOYMENT HISTORY:

Most Recent:

_____

(Position/Title) (Brief Description of Position) (Date of employment)

_____

(Employer Name) (City, State)

Additional:

_____

(Position/Title) (Brief Description of Position) (Date of employment)

_____

(Employer Name) (City, State)

Additional:

_____

(Position/Title) (Brief Description of Position) (Date of employment)

_____

(Employer Name) (City, State)

AWARDS/HONORS/ACTIVITIES:

_____

(Brief Description) (Year)

_____

(Brief Description) (Year)

_____

(Brief Description) (Year)

ADDITIONAL QUESTIONS:

1. Have you ever been convicted of a felony?
   - ❒ Yes
   - ❒ No

2. Are you a United States citizen?
   - ❒ Yes
   - ❒ No

3. If you answered no on the previous question, do you have legal and permanent eligibility for employment in the United States and can provide documentation for permanent resident-green care, asylum or refugee status, or employment-based permanent resident?
   - ❒ Yes
   - ❒ No

REFERENCES:
One personal reference of a current or former employer, one science professor, and one from your College/University Advisor. Please use the attached reference forms. References must be requested by the applicant and should be sent directly to the Program Director.

(1)_____
(Name) (Address) (Association to Student)

(2)_____
(Name) (Address) (Association to Student)

(3)_____
(Name) (Address) (Association to Student)

ESSAY: Please include a typed essay that briefly explains the following:

1. Why have you chosen a career in Medical Laboratory Sciences?
2. What are your reasons for applying to this program?
3. Why do you feel you are a qualified candidate?

RESUME: Please include a resume.

DATE: _____ SIGNATURE: _____

OWENSBORO HEALTH REGIONAL HOSPITAL
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ADVANCED PLACEMENT POLICIES

Students with advanced coursework or experience will be permitted to take a challenge examination in both the didactic and clinical areas to determine if he/she will be permitted to receive credit for that particular course. The student must receive a grade of 70% or higher on the written didactic examination to pass the course. The student also must satisfy all clinical objectives by demonstrating the same entry level competencies of students who have successfully completed the entire clinical year. This will be determined by the clinical instructor of the area in conjunction with the Program Director.

The Medical Laboratory Science Program at
OWENSBORO HEALTH REGIONAL HOSPITAL

is accredited by:
National Accrediting Agency for
Clinical Laboratory Sciences
5600 N. River Rd. Suite 720
Rosemont, IL 60018-5119
(773)714-8880
(773)714-8886 (FAX)

You may contact the Program Director at: (270)417-6521 or via email at

katie.scott@owensborohealth.org

(Revised July 2025)

OWENSBORO HEALTH REGIONAL HOSPITAL
MEDICAL LABORATORY SCIENCE PROGRAM

REFERENCE FORM

INSTRUCTIONS TO APPLICANT: This form is to be given to two science professors and one personal reference (a former/current employer, coach, etc). Three evaluation forms are required for all applicants.

INSTRUCTIONS TO REFERENCE: Please complete the following evaluation concerning the student indicated below in consideration of their application to the Medical Laboratory Science Program at Owensboro Health Regional Hospital. **Note:** It is not required but helpful to also attach a letter of recommendation for the applicant.

NAME OF APPLICANT: _____

I do □ I do not □ waive my right to subsequent access to this form.

_____
(Signature of Applicant) (Date)

	Exceptional	Outstanding	Good	Average	Fair/Poor	No Occasion to Observe
Intellectual Capacity						
Capacity for Independent Thinking						
Ability to Communicate Ideas Orally						
Ability to Communicate Ideas in Writing						
Emotional Maturity						
Perseverance & Tenacity						
Efficient Utilization of Time						
Motivation & Initiative						
Integrity						
Potential Compared to Other Students						
Potential as a Scientist						
Interaction with Peers						

(Reference form continues on the next page)

How long and in what capacity have you known this applicant? _____

_____

In the space provided below, add any additional comments or observations concerning this applicant.

_____

_____

_____

Name of Reference (Print): _____

Signature of Reference: _____ Date: _____

Position and/or Title: _____

Evaluation forms should be mailed or emailed directly to:

Katie Scott, EdS, MLS(ASCP)^{CM}
Program Director, MLS Program
Owensboro Health Regional Hospital Laboratory
1201 Pleasant Valley Road
Owensboro, KY 42303
katie.scott@owensborohealth.org

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(Signature of Applicant) (Date)

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Capacity for Independent Thinking						
Ability to Communicate Ideas Orally						
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Perseverance & Tenacity						
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Motivation & Initiative						
Integrity						
Potential Compared to Other Students						
Potential as a Scientist						
Interaction with Peers						

(Reference form continues on the next page)

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