Program Start Date: Monday, September 3, 2014
Class will meet on Mondays & Wednesdays 6:00-8:45 p.m.
Externship to be arranged with Program Coordinator

Application for Admission Deadline – Tuesday, July 29, 2014 – 12:00 Noon

The total fee is $2,985
Full Tuition is due by Thursday, August 21, 2014 – 4:00 p.m.
Textbooks for the class and insurance for the externship are included.

Return this application, a copy of your high school diploma or equivalent, copy of your driver’s license and social security card, transcripts or test score and receipt from mandatory orientation, to:
MJC Community Education, 435 College Avenue, Morris Building, Room 204, Modesto, CA 95350.

Please Type or Print

Name____________________________________ Sex M F
SS#____________________ - ________ - ________ Date of Birth____________________
Phone: Home_________________ Cell ________________ Work________________
Email Address__________________________________________
Address_______________________________________________________________________
City_________________________ State_______ Zip ________________________

Admission Requirements: You must be 18 years of age or older. You must be a high school graduate or possess a high school equivalency certificate. Reading Requirement: You must have an AA degree or higher from a U.S. college or you must take the MJC Reading Accuplacer test and obtain a score of 70 or higher or successful completion of Reading 82 or higher with a “C” or higher. You must attend an orientation meeting before you are admitted into the program.

Externship Sites: will require you to pass a fingerprinting and criminal background check and proof of immunization (requirements will be handed out at orientation.)

Completion Requirements: You must attain 70% or better in quizzes and examinations for all instructional modules and complete all laboratory & experiential work with a grade of 70% or better to be eligible for MJC Community Education Phlebotomy Training certificate of completion.

See Back of Application for Attendance, Drop and Refund Policy.

435 College Avenue  Modesto, CA 95350  (209) 575-6063
**Attendance, NOT Negotiable**

California State Phlebotomy Training Regulations governing this class require the following policies:
The State regulation set requires that 60 hours of didactic (classroom) lessons be attended, 40 hours of preceptor externship lessons be attended, 50 venipunctures be performed, 10 skin punctures be performed, and 2 arterial punctures be observed in this course.
This legal requirement set is not negotiable. Therefore absence from class or externship time is not permitted by the State of California. Being late, leaving early, and being absent from this class, cause the student to have to repeat that portion missed, down to the minute. This is THE ONLY remedy for tardy and absence allowed by the State.

**Drop or Repeat Course Policy:**
Students may withdraw registration from the program on or before the official drop date of Thursday, September 18, 2014 for any reason. Tuition paid will be refunded less a $1,000.00 administrative fee. Students in good standing may drop the course after the official drop date for personal reasons with approval of the Program Director. Tuition will not be refunded.

Students who fail the course or who do not complete all requirements, including Externship, do not qualify for a refund.

**Refund Policy:** Students may drop on or before the official drop date of Thursday, September 18, 2014 for any reason. Tuition paid will be refunded less a $1,000.00 administrative fee. Tuition will not be refunded after Thursday, September 18, 2014.

I have read and agree with the Attendance, Drop and Repeat Policies listed above. Upon acceptance into the program, payment in full is due by Thursday, August 21, 2014.

Signature_____________________________________

Date_________________________________________