



Dear Applicant:

Thank you for your interest in our medical laboratory science program. The Admissions Committee would like to pass on some details of importance. We do not provide face-to-face formal advising sessions for prospective applicants. An applicant's eligibility for admission and qualification for formal interview will not be officially determined until all application materials are on file in the Office of Admissions and Records.

We highly recommend submitting your application **sooner** rather than later. Our team will give feedback related to eligibility. If non-eligibility is related to completion of coursework, submitting the application early gives applicants the opportunity to complete the outstanding required coursework during the Fall and Spring semesters preceding the Summer start of the CCMLS program.

Once your application is submitted, the CCMLS admissions team can officially track the progress of your application and will provide you with periodic email updates regarding any outstanding checklist items that must be completed before our application and transcript review can be performed.

How to Apply:

1. **Review our [Minimum Application Requirements Check List](#)** to determine if you meet all requirements for admission consideration
2. **Navigate to msudenver.edu/apply** - Our application process is part of MSU Denver's application portal.
3. Click **"Apply Today"**
4. Select **"Create an account"** if you have not applied to MSU Denver in the past.
 - a. If you are / were a MSU Denver student previously, click **"log in"** to create a new application using your current MSU Denver ID
5. Click **"Start New Application"**
 - a. Select, "Master's (Graduate Level)"
 - b. Click "Create Application"
4. Complete the information requested on the **"Personal Background"** page.
5. On the **"MSU Denver Plans"** (basic Information) page select the following options:
 - a. What Type of MSU Denver program are you interested in? Select: **"Graduate Degree"**
 - b. What is your planned graduate program of interest? Select: **"Master of Science in Medical Laboratory Science"**
 - c. When do you plan to start classes? Select: **"Summer 20XX"**
 - i. Note: The first year of our program always starts during the Summer semester; please select the **Summer** you are anticipating starting the program.
 - d. Complete the rest of the MSU Denver Plans page
6. On the **"CCMLS"** page:
 - a. Select which track you're interested in (Full-time 2-year or Part-time 3-year).
 - i. Please note, you will be considered for the pathway you select or prefer only; Part-Time positions are available each year on a limited space-available basis.
 - b. Complete the rest of the CCMLS page.
7. On the **"Professional Recommendations"** page:
 - a. Add Recommenders
 - i. Two should be from previous scientific professors or advisors
 - ii. One should be from a previous employer. (In the event that an applicant has never been employed, a third scientific professor or advisor reference will be accepted).
8. Complete the **"Academic History"** Section
9. Complete the **"Course Information"** Section

- a. To inquire about starting the Immunology Waiver review process, email medlabed@msudenver.edu
- b. Please add all future coursework you anticipate completing prior to enrollment in the CCMLS program to the future coursework section.
10. Complete the “**Residency**” Section (tuition amounts vary depending on residency status)
11. Complete the “**Why MSU Denver**” page.
12. Complete your application by finalizing everything on the “**Signature**” section.
13. Review your application on the “**Review**” page
 - a. Click on the hyperlinks provided (if any) to correct any issues with your application before the application system will allow you to submit the application.
14. Submit **Official Transcripts** from all collegiate coursework through Parchment or National Student Clearinghouse. If your college doesn't offer those options you can:
 - a. Submit Physical Transcripts to: Office of Graduate Studies (Graduate Admissions, Campus Box 44, P.O. Box 173362, Denver, CO 80217-3362)
 - b. Submit Electronic Transcripts to: gradtranscripts@msudenver.edu
 1. Please note – you may need to select “Send to a third party” or something similar through the transcript sending service to add the above email address.
 - c. Important Note – OFFICIAL transcripts are needed to complete the application review.

Applicants must submit:

1. **The completed Application** for CCMLS Admission.
2. **Three reference Applicant Evaluation Forms** from appropriate individuals. You will input your references' information through the online application process. Be sure to have their information ready. Your evaluators will automatically be sent our required evaluation form to fill out and submit back directly to your online application. Your evaluators may also include a formal letter of reference if they choose.
 - a. CCMLS requires, at-minimum, 2 references be submitted from previous scientific professors or advisors (at least one must be from a previous professor that taught a laboratory course).
 - b. CCMLS requires, at-minimum, 1 reference be submitted from previous employers
3. **Official transcript(s) from all U.S.** colleges/universities attended. The transcript(s) must be sent DIRECTLY to MSU Denver for processing. For information on where to send official hard copies, or how to send official electronic copies, please see the information listed above in #14.
4. **Official transcript(s) from all foreign** colleges/universities attended. The foreign transcript must be sent DIRECTLY to MSU Denver. For information on where to send official hard copies, or how to send official electronic copies, please visit MSU Denver's Send It page. Foreign transcripts must also be evaluated by a U.S. foreign transcript evaluation service. The foreign transcript evaluation must be sent DIRECTLY MSU Denver.
5. **ESL students must take the TOEFL test and have results sent DIRECTLY to MSU Denver.** For information on where to send TOEFL results, please visit MSU Denver's Send It page.
6. [Verification of Degree Status Form](#)
7. **Narrative Statement**
8. **Résumé**

Space in the curriculum is limited, and positions are awarded through a competitive application process. Although applications are accepted year-round, **students are strongly encouraged to begin the application process the Fall prior to the program's Summer start date.**

It is the policy of the Colorado Center for Medical Laboratory Science to provide equal educational opportunity to all applicants without regard to race, religion, color, national origin, sex, age, non-disqualifying handicap or veteran status.

The program reserves the right to revise information, requirements, regulation, or financial charges at any time.

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