



Mercy Hospital St. Louis
School of Clinical Laboratory Science
615 S. New Ballas Road
St. Louis, MO 63141
314-251-6855

Prospective Applicant,

Hello, and thank you for your interest in our clinical laboratory science program!

Please review the eligibility requirements of the program prior to completion of the application (available on website).

Successful application requires the following to be completed and in the CLS program director's office **on or before November 30th**:

1. completed application form (available on website)
 - Please send the completed application to the address listed below.
2. current official transcripts from *each* college and university attended
 - The CLS program may require a course catalog from non-affiliated colleges/universities to verify course content.
3. \$25.00 application fee
 - Please make check payable to **Mercy Hospital St. Louis**
 - This fee is non-refundable.
4. completed degree confirmation form (available on website)
 - If you will not complete a baccalaureate degree prior to the start of the CLS program, the degree confirmation form must be completed by your college/university registrar and submitted on or before November 30th.
5. 4 (four) completed reference forms (available on website)
 - Complete the applicant information on each form and give one to each of the following:
 - Chemistry instructor
 - Biology instructor
 - Advisor
 - Employer
 - Ask the individuals to complete and mail the reference form to the address listed below **on or before November 30th**. It is recommended you provide a stamped, addressed envelope for each of the individuals you request a reference from. Appropriate substitutions are allowed (e.g., another science instructor instead of an employer). If in doubt, verify substitutions with the CLS program.

All application materials will be reviewed as they are received. The applicant will be notified if items are incomplete or missing.

In late November or early December, all viable applicants will be contacted for an interview. Final candidate selections are made in early January.

It is mandatory that fall grades be included in your application file. You may send an unofficial copy of your transcript as soon as fall grades are available. Your application will not be considered if any grades are pending. A final official transcript will be required prior to admission to the CLS program.

If you have any questions, please feel free to contact me.

Sincerely,

Michelle Fahs

Michelle Fahs, MHPTT, MLS(ASCP)
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