COLLEGE OF PROFESSIONAL & GLOBAL EDUCATION
5151 STATE UNIVERSITY DRIVE | LOS ANGELES, CA 90032-8619

Clinical Laboratory Scientist Training Program
Application Instructions

Step 1
Complete and submit the CLS program application and program application for the appropriate term and year by the deadline of January 15 via Cal State Apply: https://www.calstatela.edu/apply. The application fee is $70 at the time of submission.

Step 2
Directly send the Letter of Recommendation Form to your recommender via email to the web link or send a PDF copy. Your recommender will receive an email link and instructions on how to electronically upload this form via Cal State Apply. The CLS Letter of Recommendation Form can be found at Letter of Recommendation Form for CLS. Fill out and electronically sign the top part and then email and send your form to each of your recommenders. One of the three letters of recommendation must come from a faculty who is familiar with your most recent academic performance, particularly in life sciences. The second and third recommendations may be from individuals who are familiar with your performance as an employee. Recommendations from friends and family are not acceptable.

Step 3
Upload unofficial copies of your transcripts from all colleges and universities previously attended, including Cal State LA. Please note: You will need to directly send official copies of your transcripts by the deadline to the Office of Admissions:

California State University, Los Angeles
Office of Admissions
5151 State University Drive
Los Angeles, CA 90032

Alternatively, your college and/or university may send an electronic transcript directly to: admsubmit@calstatela.edu.

Courses recorded on one transcript as transfer credit from another institution are not considered official documentation of that coursework. Official transcripts must be sent from every institution of higher education you have attended. An official transcript that is signed and sealed by the registrar must be sent directly to Admissions.

If you are enrolled in a college or university, upload enrollment verification transcripts to Cal State Apply and once completed send the official transcripts to Admissions Office before your matriculation in the program.

Please note that it is recommended that all required courses be taken for a letter grade rather than a credit/no credit option.

Step 4 *(For applicants who earned a degree outside the United States only)*

Applicants with foreign degrees whose language of instruction for their higher education was not English are required to take a Test of English as a Foreign Language. A minimum 80 IBT, 7 IELTS, PTE score of 53 or higher or DuoLingo score of 105 or higher is required. A scanned copy of the official score notification must be included with your application. In addition, your transcripts should show proof of an upper division course in hematology with lab or medical microbiology with lab taken in the United States with a grade of B or better.

Applicants whose language of instruction was English must provide proof from their degree granting institution.
All foreign-educated applicants must provide a detailed transcript evaluation from:

International Education Research Foundation (IERF)
P.O. Box 3665
Culver City, CA 90213-3665
Telephone: (310) 258-9451
http://www.ierf.org/

All trainees must have U.S. citizenship or permanent residency in the U.S.

Step 5

Apply for a CLS Trainee License: (you can complete this step once you have been accepted into the program or as soon as your degree has posted and all prerequisite courses have been completed.) LFS will not issue a trainee license until all courses have been completed and all degrees posted.

1. Obtain a copy of the application for a California CLS Trainee License from Laboratory Field Services:

   www.cdph.ca.gov/Programs/OSPHLD/LFS/Pages/CLS-Trainee.aspx#

2. Fill out the application and follow LFS instructions on how to submit to Laboratory Field Services along with any required fees.
3. Follow LFS instructions on how to submit electronically. Alternatively, you can send all transcripts that contain classes required as prerequisites for the CLS Trainee License to:

California Department of Public Health
Laboratory Field Services (LFS)
Attn: Personnel Licensing Section
850 Marina Bay Parkway, Bldg. P, 1st floor
Richmond, CA 94804-6403

NOTE: Transcripts must come directly from the University. Copies that you have obtained for your own use will not be accepted!

Step 6

Top applicants will be selected to complete a face-to-face interview. The interviews will be scheduled after receipt of all academic documents and preliminary review of all application materials.

All application materials must be received by January 15 of the year internship begins.

General Information

The CLS Training Program Director is available to advise applicants:

Gloria Preza, Ph.D., MLS (ASCP)^{CM}
gpreza@calstatela.edu

Please note: All students selected for the Program must provide the following additional documentation. (Instructions on how to do so will be sent before the beginning of the training year)

Statement of General Health

Before a student is allowed to begin the Program, (s)he must have on file a Statement of General Health signed by his/her primary health care provider.

Documentation of Hepatitis Virus Vaccination

Before a student is allowed to begin the Program, (s)he must have on file documentation that (s)he has either begun or has finished the course of inoculations for the hepatitis B virus vaccine. Once accepted, this documentation will be submitted for on-boarding (instructions on how to do so will be provided). If the student has just begun, but not yet finished, the series of inoculations at the start of the Program, (s)he must provide documentation that (s)he has finished the course of inoculations as soon as possible in order to remain in the Program.

Documentation of Tuberculosis two-step or Quantiferon Gold TB Test

All accepted students must provide the results from a current two-step tuberculosis test (2 injections, 2 readings) in order to begin the program or provide documentation of an administered Quantiferon Gold TB test.

Documentation of COVID-19, MMR, VZV, Tdap, Influenza

All accepted students must provide proof of COVID-19 and Tdap inoculation along with MMR, and VZV titer results.
During seasonal flu period, all students must provide inoculation proof for influenza.

Admission Criteria for the Clinical Laboratory Scientist Training Program at Cal State LA

- A bachelor's degree (baccalaureate) with specific course requirements, received by May of the year the internship begins.
- Proof of enrollment in or completion of hematology, immunology, medical microbiology, clinical chemistry OR analytical chemistry (quantitative analysis) and biochemistry must be received no later than February 2.
- 16 semester units (24 quarter units) in chemistry, including:
    a. Quantitative analysis or analytical chemistry; and
    b. Clinical chemistry or biochemistry
- 16 semester units (24 quarter units) in biology, including medical, clinical, or pathogenic microbiology, hematology, and immunology.
- 3 semester units (4 quarter units) of physics, mathematics, or statistics.
- Prefer at least 4 units of upper division biology laboratory instruction and at least one, and preferably all, of the following courses: physiology, genetics, biostatistics, and a lab class that includes molecular biology techniques.
- A minimum GPA of 2.75 (overall, science, and last 60 semester units) on a 4-point scale. International students must have their transcripts evaluated by IERF Credentials evaluation service and their grades must be converted to a 4-point scale (course by course evaluation).
- Clinical Chemistry OR Analytical Chemistry (Quantitative Analysis) and Biochemistry, Hematology, Immunology, and Medical Microbiology courses must have been completed within 7 years of the internship.
- For trainees with foreign degrees whose language of instruction was not English, a minimum 80 IBT, 7 IELTS, PTE score of 53 or higher or DuoLingo score of 105 or higher is required. **IN ADDITION**, an upper division course in hematology (with lab) or medical microbiology (with lab) taken in the **USA** with a grade of B or better IS REQUIRED.
- Submission of a completed application including all supporting documents
- Pending application to Laboratory Field Services (www.cdph.ca.gov/Programs/OSPHLD/LFS/Pages/CLS-Trainee.aspx#) for a Clinical Laboratory Scientist Trainee License. Final acceptance for admission to the program is contingent upon receiving this license.
- Trainees must have U.S. citizenship or permanent residency in the U.S.

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Clinical Laboratory Scientist Training Program

Application Checklist

- ☐ Completed application via Cal State Apply
- ☐ Pre-requisite **Core Courses** completed: (documented proof of enrollment/completion of these courses must be received by February 2)
  - ☐ Hematology
  - ☐ Immunology
  - ☐ Medical, Clinical, or Pathogenic Microbiology
  - ☐ Analytical Chemistry or Quantitative Analysis
  - ☐ Clinical Chemistry or Biochemistry
  - ☐ Physics, mathematics, or statistics
- ☐ Resume/CV: Please upload a separate, typed résumé that includes your employment history, volunteer activities, school activities, and interests.
- ☐ Application essay: State your reasons for pursuing the California State University, Los Angeles Clinical Laboratory Scientist Program, the steps you have taken to be a good candidate, your relevant accomplishments, from your experiences what does being a CLS mean, what characteristics/traits you have that would make you a good CLS, and your career goals after graduation. (Please upload a separate, typed, single or double-spaced application essay, maximum length two pages.)
- ☐ Three recommendation forms (uploaded directly by recommenders via Cal State Apply email link)
- ☐ Unofficial copies of transcripts uploaded in Cal State Appy. Official copies of college transcripts to be submitted once accepted.
- ☐ Completed Course Worksheet uploaded via Cal State Apply application portal (all coursework in math and science must be included). The course worksheet is available on the PaGE CLS website or on Cal State apply during application process.

All application materials must be received by January 15 of the year the internship begins.

All application documents will be reviewed by a panel of clinical affiliates and:
Gloria Preza, Ph.D., MLS, (ASCP)^{CM}
Program Director
Medical Laboratory Science Training Programs
California State University, Los Angeles
Department of Biological Sciences
5151 State University Drive
Los Angeles, CA 90032-8201