Certified Phlebotomy Technician 1 (CPT1)

Spring 2027 Application Checklist

Application Deadline: Monday, December 14, 2026 @ 3:00 pm

Please read the instructions carefully. If you miss a step, submit an incomplete application or do not follow instructions, your application <u>will not</u> be eligible for review. Please keep this page (checklist) for your records.

You MUST submit the following supporting documents with your Certified Phlebotomy Technician 1 Program Application:

- ☐ 1. Signed Application (pages 2 & 3)
- ☐ 2. Letter of Interest
- ☐ 3. Resume
- ☐ 4. Copy of **ONE** of the following:
  - a. High School Diploma
  - b. High School Transcripts. Must list graduation date.
  - c. GED Certificate or equivalent

  ****Foreign Transcripts:** Foreign transcripts must be translated AND evaluated before submitting with your application.
- ☐ 5. Copy of your valid CA Driver's License or CA ID
- ☐ 6. Letter(s) of reference/recommendation **(*optional but strongly recommended*)**. A maximum of two (2) professional or personal letters of reference/recommendation will be accepted.

Additional requirements for the Certified Phlebotomy Technician 1 Program Application:

1. Attendance at Mandatory Information Meeting – Confirmed by Staff.
2. Graded Reading Assessment - Confirmed by staff.

Submit your printed application and documents to:
Patterson Adult School Office
640 M Street, Patterson, CA 95363
(Parking is off Ward Street)
Office Hours: Monday-Friday, 8:00 am – 4:00 pm.

For questions on the application process, please contact:
Destiny Cano, Adult Education Coordinator,
dcano@patterson.k12.ca.us or call 209-892-4720

MJC Workforce Development & Patterson Adult School
Certified Phlebotomy Technician 1 (CPT1) Training Program

Spring 2027
PHLEBOTOMY PROGRAM APPLICATION

Tuition Fee:	**$250.00 Non-refundable**
Class Start Date:	Monday, February 22, 2027
Class Schedule:	Mondays & Wednesdays, 4:30 pm to 8:00 pm
Class Location:	Patterson Adult School, Patterson, CA
Program Includes	Textbooks, Scrubs, CPR Certificate, Background Check & Drug Screening, NHA Exam and Externship Insurance & Placement.

Admission Requirements

- Attend a mandatory information meeting.
- Take and pass a reading assessment test
- Must be 18 years of age or older.
- Must possess a high school graduate or high school equivalency certificate.
- Ability to pass a background check and drug screening for the duration of the program.

Please Type or Print

Full Name_____

Last 4 Digits SS#XXX-XX-____ ____ ____ ____

Phone: _____

Email Address_____

Address_____

City_____ State_____ Zip _____

MJC Student ID# _____ (leave blank if you do not have one)

Application Screening Process:

The Application Committee will review the applications, Letters of Interests, Resumes, and any professional/personal letters of recommendation. The most qualified applicants will be selected for interviews and then applicants will be selected for admission to the Phlebotomy Program.

EXTERNSHIP AND COMPLETION REQUIREMENTS

Please initial each section, signifying you understand and agree with the requirements.

Externship Requirements ( )

Externship sites will require you to pass a drug screening, criminal background check, and proof of immunizations. Externship is an opportunity for students to engage in practice-based learning in a specific field of interest. In its most simple form, it is the opportunity for students to shadow a more experienced professional in the industry that the student is interested in pursuing. Externships are based on availability of sites throughout the community. Failure to provide proof of immunizations or have a clean background and clean drug screening will result in immediate dismissal from the training program. **All health documentation due by week 5 of class. No exceptions!**

Completion Requirements ( )

You must score a 75% on final written, a 90% on final skill and have an overall class grade of 80% to be eligible to take the NHA exam and move forward to extern. The extern of 40-hours must be completed in 1 week - 8 hours per day, usually Monday through Friday.

Participation, NOT Negotiable ( )

Your participation is expected and required! Class participation is awarded based on written class assignments and your contribution to class discussion. You are responsible for doing the reading and homework in advance of class, and taking an active role in class activities and discussion.

In order to pass, your presence in every class is required by the State of California's regulations. Being late, leaving early, or not being present in every class requires 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. Failure to meet this requirement will result in dismissal from the program.

Drop or Repeat Course Policy ( )

Students may withdraw or drop the class at any time. However, there will be no special considerations given to a student who wishes to take the class again. The student must go through the application process.

Re-Application Policy ( )

Should you not be chosen for this cohort, we encourage you to re-apply for the next program. ***You must attend the Mandatory Information Meeting associated with each cohort for which you are applying.***

I have read and agree with the, Admission Requirements, Application Screening Process, Externship and Completion Requirements as stated on pages 1 -3 of the Phlebotomy Program Checklist and Application.

Signature_____ Date_____

Print Name_____