

# Application Checklist for Surgical Technology Program

Your application is **NOT COMPLETE** and cannot be considered in the admissions process until **ALL** forms and any required documentation is included.

Use the checklist below to verify that all information is included. Sign and date this form. Submit this and the indicated information to the Surgical Technology Program Director, or department secretary. These items may be mailed or delivered to the specific departments listed. All information, current and accurate, is required by the application deadline of **July 1**.

- Application for Admission to McLennan Community College.**  
Applicant must be a current student to enroll in any class or apply to any program.
- Application for the Surgical Technology Program.**  
Completed application must be sent to the Surgical Technology Program Director.
- Documentation – Proof of completion of any one of the Texas college placement tests to include test scores in Reading, Writing, and Mathematics or placement test Exemption Status.**  
If not taken yet, indicate date when test will be complete. \_\_\_\_\_  
This information must be supplied to **both** the Surgical Technology Program Director and the Admissions department.
- Documentation – Proof of completion of the ACT or SAT college entrance exams if applicable.**  
This information must be supplied to **both** the Surgical Technology Program Director and the Admissions department.
- Documentation – Transcripts from all colleges where you have earned credit.**  
This information must be supplied to **both** the Surgical Technology Program Director and the Admissions department.  
**The Admissions Department MUST have Official Transcripts.** *Note:* It is the applicant's responsibility to submit updated transcripts to the Office of Student Admissions as additional courses are completed.
- Documentation – Proof of Health Career certifications and/or High School Tech-Prep participation if applicable.** This information must be supplied to **both** the Surgical Technology Program Director and the Admissions department.

After you have completed and checked all applicable items above, you are now ready to turn in your application.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



1400 College Drive • Waco, TX 76708  
[www.mclennan.edu/departments/hsp](http://www.mclennan.edu/departments/hsp)

