



APPLICATION PACKET COMPLETION CHECKLIST *For Surgical Technology Program*

Please submit in your Application Packet this printed sheet and the items below in a manila envelope to the Allied Health Admissions Office. If the deadline falls on a holiday or weekend, the deadline will be the following weekday.

_____ **Completed Application; please proofread the application to assure that all required questions have been answered. Print, sign and date the application. Please keep a copy for your records.**

Please update any changes of pertinent information to the Allied Health Admissions Office after submission of Application.

_____ **HESI-2 Scores (Must be included with application packet)**

_____ **Official transcripts from ALL colleges/universities attended (excluding Delgado) to assure graduation requirements are met. If the transcript is for a college outside Louisiana, you must submit course descriptions to aid in determining course equivalencies. (Copied and pasted course descriptions will not be accepted).**

_____ **3 Professional Letters of Recommendation in sealed, signed envelopes**

_____ **Typewritten Personal Narrative describing your short and long term goals and explaining your interest in this field of study. Handwritten narratives will not be read and will result in an incomplete application.**

_____ **Acknowledgement and notification of missing credentials via email provided on submitted application.**

The application is considered complete only when ALL supplemental information requested has been received by the Allied Health Admissions office. This includes the application checklist, typewritten personal narrative, letters of recommendation, official transcripts, HESI scores, and printed complete, signed and dated application.

Only complete application packets will be processed.

Please include your name and date on each sheet that will be submitted.

STUDENTS ARE RESPONSIBLE FOR VERIFYING AND SUBMITTING THEIR COMPLETED APPLICATION.