PART I (To be completed by Applicant)

Applicant's Name

Address

Email Address

PART II (MUST be completed and signed by Laboratory Management* or Employer in order to be acceptable)

SUBJECT: Verification of Work Experience for Examination Eligibility

This individual, identified above, has applied for the Board of Certification International Medical Laboratory Technician examination. In order to establish this applicant’s eligibility for certification, the following information is necessary:

1. Please complete: EMPLOYMENT (including on-the-job training)

   Date employment started: Month ________ Day ________ Year ________
   Date employment ended: Month ________ Day ________ Year ________
   How many hours per week? ________________ (average if necessary)

2. Directions: Please review the experience of this applicant. Please place an X by each area in which this applicant has demonstrated proficiency under your supervision. (NOTE: It is the applicant’s responsibility to ensure experience is documented in all FOUR areas as required for eligibility.)

   Blood Banking (Immunohematology) ________ Microbiology ________
   Chemistry ________ Hematology ________

3. By signing this form, I as Laboratory Management* or Employer verify that this applicant has performed satisfactorily in the areas checked on this form.

   (Please Print) LABORATORY MANAGEMENT* OR EMPLOYER NAME
   TITLE

   LABORATORY MANAGEMENT* OR EMPLOYER SIGNATURE
   DATE

   LABORATORY MANAGEMENT* OR EMPLOYER EMAIL ADDRESS
   INSTITUTION TELEPHONE NUMBER

   INSTITUTION

   INSTITUTION ADDRESS

BE SURE TO INCLUDE A LETTER OF AUTHENTICITY FROM YOUR LABORATORY MANAGEMENT* OR EMPLOYER WITH THIS WORK EXPERIENCE DOCUMENTATION FORM. THE LETTER OF AUTHENTICITY MUST BE PRINTED ON ORIGINAL LETTERHEAD. IT MUST STATE THAT THE WORK EXPERIENCE DOCUMENTATION FORM WAS COMPLETED, SIGNED AND DATED BY YOUR LABORATORY MANAGEMENT* OR EMPLOYER. WORK EXPERIENCE DOCUMENTATION FORMS RECEIVED WITHOUT LETTERS OF AUTHENTICITY ARE UNACCEPTABLE. PLEASE MAIL OR EMAIL THESE FORMS TO ASCP INTERNATIONAL.

*Management is defined as someone in a management role who can verify technical experience.

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