



Phlebotomy Technician Application Instructions

1. **Enrollment for admission to AWC must be completed if:**
 - a. You are a new student to Arizona Western College
 - b. You are a former AWC student and have not taken classes in the past 12 months.
 - i. Note: this is a separate enrollment process from the phlebotomy technician application.
2. **Click on the “Phlebotomy Technician Application” link on the phlebotomy technician program’s website to access the online application.**
 - a. This link will only be active during the application submission periods.
 - b. Deadline to submit your completed application is at 4pm on the given deadline date.
 - i. Please check the website for the application deadline date
 - c. You will need to use your AWC email address and login credentials to access the phlebotomy technician application.
 - d. Answer all questions completely.
 - e. All requested documents must be signed and uploaded prior to submitting the application.
3. All documents must be in **PDF** format
4. **Application Eligibility (To be completed BEFORE turning in application):** In order to be eligible to apply for the AWC Phlebotomy Technician Program the student must:
 - a. Attend at least one Phlebotomy Information Session: Sessions are held periodically throughout each semester – visit <https://www.azwestern.edu/degrees-and-certificates/phlebotomy-technician> or via the QR code shown below to find dates and times. Information session details will be located in the “Important Phlebotomy Technician Announcements” section. Info session attendance is only good for 6 months. If you attended an information session greater than 6 months ago, you would have to attend another one. Be sure to show your name in the zoom room so that you can be credited for attending.
 - b. Be currently enrolled or have completed AHE 119 or BIO 160 with a grade C or higher.
5. Here is a list of the documents that you will need to upload.
 - a. Next Generation Reading exam results.
 - i. Scores can be obtained from your self-service account or from Testing Services located in the 3C building. OR
 - ii. Completed and passed ENG 101 course with a grade C or higher



- b. Unofficial AWC transcripts
 - i. Obtained from the Admission and Registration Office located in the 3C building.
 - ii. Printout from self-service
 - iii. AWC Transfer Evaluation, if you had pre-requisite courses transferred to AWC.
 - c. Copy of a valid Arizona Fingerprint Clearance Card
 - i. To be valid, your card cannot expire prior to June 2025 – instructions are posted on the phlebotomy technician website
 - d. Copy of your American Heart Association BLS/CPR card
 - i. Through Arizona Western College
 - a. [www.azwestern.edu/sites/default/files/awc/workforced-education/IN%20PERSO3N%20%202025%20CPR%20TRAININGS%20\(2\).pdf](http://www.azwestern.edu/sites/default/files/awc/workforced-education/IN%20PERSO3N%20%202025%20CPR%20TRAININGS%20(2).pdf)
 - i. 928-317-7674
 - b. Must be valid through December 2025
 - e. Copy of front and back of a valid Identification card
 - i. i.e. drivers license, passport, state identification card
 - f. Signed copy of the PLB Student Volunteer Consent form
 - i. Please download from the PLB program website
 - g. All signed copies of the Phlebotomy Tech handbook
 - i. Please download from the PLB program website
6. It is **HIGHLY** recommended that you have these documents on hand prior to start of class for clinical site determination. These will need to be turned in the first week of class.
- a. 2 separate tb tests within the last 10 months
 - i. You may visit the Yuma County Health Department
 - a. Cost \$15 per test
 - b. By appointment only
 - c. Cannot be performed if you are pregnant
 - ii. Chest Xray \$25 (through the Health Department) – only needed if your first test results in a positive
 - iii. Any other walk-in clinic – prices vary
 - b. Vaccination Record – Showing proof of 2 MMR vaccines, 2 Varicella vaccines and 3 Hep B vaccines
 - i. May be any vaccination card from childhood showing full name and date of birth
 - ii. Can be obtained from public health records at Yuma County Health Department OR
 - iii. Obtained from your doctor's office
 - c. 9-10 Panel drug screen
 - i. No less than 9 will be accepted
 - ii. Can get it done at any walk-in clinic i.e. BioFamily, agile, San Luis walk-in clinic etc.
7. If you cannot provide proof of vaccinations another option would be to get titer tests done

- a. A titer is a blood draw that shows degree of immunity to each disease
 - i. May be obtained through any laboratory
 - ii. Sonora Quest is the cheapest
 - iii. Prices vary by lab
 - iv. May get a lab requisition through your primary care physician
 - b. Must get a titer for each vaccine requested
 - i. Varicella titer
 - ii. MMR titer
 - iii. Hep B titer
8. After submitting the complete and final application, with ALL required documents, you will receive an email **within two weeks** after the deadline closes.
- a. Please **do not** email regarding the status of your application.
 - b. Ensure application is complete before submitting

Useful Links

[Info Sessions & General Info](#)



[Phlebotomy Tech Checksheet](#)



