

# Phlebotomy Certificate Program



## Classes Starting Every Quarter

January 1, 2024 – Winter Quarter

April 1, 2024 – Spring Quarter

July 1, 2024 – Summer Quarter

September 30, 2024 – Fall Quarter

## Minimum Requirements to Apply

- Be at least 18 years of age or older
- Have a high school diploma or GED

(Foreign transcripts must be evaluated by a member of NACES)

- Have a valid American Heart Association

Basic Life Support (BLS) for Healthcare Professionals CPR certification

### Step 1

## Complete the Online Application (There is a \$65 application fee)

APPLY NOW

### Step 2

## Order Your Official High School Transcript or GED

Contact your high school to order your transcripts.

GED transcripts can be ordered from [www.GED.com](http://www.GED.com)

#### Electronic submissions:

Have transcripts sent electronically to  
[KPSAHS-transcripts@kp.org](mailto:KPSAHS-transcripts@kp.org)

#### Send by U.S. Mail to:

KPSAHS (Attn: Admissions),  
938 Marina Way South, Richmond, CA 94804

**We do NOT accept copies of high school diplomas, college transcripts,  
and transcripts sent directly from applicants**

#### Foreign Diplomas and Transcripts

All foreign transcripts must be evaluated by a member of [NACES](#) prior to submission.

#### Required English Proficiency – TOEFL

Some students may need to submit TOEFL scores as evidence they have met the KPSAHS *Required English Proficiency* policy. Refer to the [KPSAHS Academic Catalog](#) for detailed information.

### Step 3

## Take the Wonderlic Scholastic Level Exam

After we receive your official transcript, we will call you to schedule your online exam.

#### What is the Wonderlic Scholastic Level Exam?

The Wonderlic includes questions on simple math, basic logic, language comprehension, spatial reasoning, and pattern identification.

### Step 4

## Pass a Drug & Background Screen

There is a fee of approximately \$90 that you will pay directly to the vendor.

**All applicants must have a clean drug and background screen  
to be accepted into the program.**

### Step 5

## Pass a KP Physical (No Charge to You)

## Want More Information?

**We're here to help and happy to answer your questions**

#### To Contact Us:

**Phone 510-231-5123 or email [admissions@kpsahs.edu](mailto:admissions@kpsahs.edu)**

**Attend a Virtual [Information Session](#)**