

**ATTENTION Students:** Welcome to **my** 

Barton Community College has partnered with CastleBranch to help you supply the requirements for your program including a background check, immunization record management and document tracking. This process needs to be **COMPLETED** before MLT classes with a cooperative lab begin. If you are **ONLY** doing phlebotomy this must be completed before class starts. To get started, have payment method (\$100 cost) and personal identifying information ready. Carefully follow the instructions below:



## To place your order go to:

<https://portal.castlebranch.com/BM02>

Program:	Code:
Medical Lab Technician / Phlebotomy	BM22

To place your initial order, you will be prompted to create your secure myCB account. From within myCB, you will be able to:

- ✓ Manage program requirements
- ✓ Complete background check
- ✓ Complete tasks
- ✓ Upload, store and share documents

The email address you provide will become your username.  
This is a student-owned secure account and your access never expires.  
If you change degrees contact User Experience Team to move your account.