

Admission to the BSOTA Program (Professional Phase): APPLICATION PROCESS

The Occupational Therapy Assistant program at SAU requires a separate application to the Professional Phase of the BSOTA Program.

A student MUST successfully complete all foundational courses, after which, the applicant is eligible for application and admission to the professional phase of the BSOTA Program, which contains the clinical courses offered during the last 3 years of this degree. ***Students must meet minimum application requirements and complete an “Intent to Apply” by declaring Pre-OTA status during the first semesters of the foundational phase.***

This is done electronically and can be accessed here <https://www.sa.edu/registrar/declaration-of-major/>

As part of the application process, applicants must complete and submit the following forms as part of the admissions packet:

1. After successfully completing the foundational courses, the applicant is eligible for application and admission to the professional phase of the BSOTA Program, which contains the clinical courses offered during the last 3 years of this degree. All applicants must:
 - o Meet all general admission requirements for SAU.
 - o General education courses must be completed by the time of application, with a minimum of “C.” A minimum of “B” is required for BSC221 Human Anatomy & Physiology I and for BSC222 Human Anatomy & Physiology II.
 - o Have a minimum **cumulative GPA of 2.75** (at least 34 credit hours completed) by the time of application.
2. As part of the application process, applicants must complete and submit the following forms:
 - o Completion of all **Admission Forms** – Available for download in the OTA Program Website (<https://www.sa.edu/bsota-forms/>) under *Admission Forms*. Applicants must review its content carefully to understand the procedures and tasks required to qualify for admission into the Program. Forms included in this packet must be filled and submitted (as PDF documents) directly to the Program Director by the designated deadline:
 - o *Observation Hours Verification Form* – Applicants are required to complete AT LEAST 24 hours of observation of occupational therapy services or equivalent immersive experience by the time of application to the Program.

- *BSOTA Program Application for Acceptance Form* – This form must be completed in order to be considered for admission into the Program.
 - *Technical Skills & Essential Requirements Form* – This document describes the specific and essential skills, behaviors, and attitudes that applicants must possess in order to complete this program successfully. Ensure to read its content carefully and initial all the pages.
 - *Personal Statement Essay* – Write a 500 – 1000 word essay (submitted as a PDF file) describing how the experiences in your life have shaped your choice to pursue a career in the field of occupational therapy.
3. The Program operates on a rolling admission plan and will accept applications on a first-come-first-qualified basis. As needed, an alternate list will be established, ranked by the date and time when the application was received. Documents received after **April 30th** may not be acceptable for any given fall term. Documents received after **September 30th** may not be acceptable for any given spring term.
 4. **Two seats** are reserved in each cohort for **qualified Veterans** who meet all the guidelines listed above. Applicants must meet with the Coordinator of Veteran Services to determine Veteran eligibility before applying. Unassigned seats will be released to general admission applicants. Visit SAU website at (<https://www.sa.edu/financial-aid/military/military-q-a/>) to view detailed information on Veterans Education Benefits.
 5. When all 24 seats for any given class are assigned, the remaining applicants will be placed on the roster for the next cohort available and will receive notification of her/his admission status.

AFTER ACCEPTANCE INTO THE BSOTA PROGRAM:

1. These admission requirements need to be updated by students every year.
2. Completion of the following requirements no later than the first day of class and documentation submitted directly to the Academic Fieldwork Coordinator:
 1.
 - Physical Examination – Including vision and hearing. Must not be older than one year. A Physical Exam Form is available in the BSOTA Program Website
 - Completion of all immunization and communicable disease screenings, including:
 - - Two-Step Tuberculosis PPD

- Tetanus vaccination or booster within the last 5 years
 - MMR vaccine (Measles/Mumps/Rubella) or an MMR titer
 - Varicella titer
 - Hepatitis B vaccination (optional but recommended).
-
- Certification in CPR: current American Heart Association (AHA) Basic Life Support, BLS or BCLS (adult, child, and infant)
 - Certification in HIPPA, OSHA and AIDS/HIV precautions
 - Background Check & Fingerprinting – A background check containing misdemeanor and/or felony conviction(s) related to violence or abuse are grounds for rescinding your admission into the program. Testing positive on the drug screening, or evidence of tampering with a specimen, will disqualify a student from participation from the clinical assignment. In addition, certain criminal activity, as evident by a criminal background check may also disqualify a student from clinical participation. Please be aware that failure to participate in clinical assignments based on either the drug screening or criminal background check will result in dismissal from the Occupational Therapy Assistant Program. St. Andrews will not accept, hold or forward the background checks. It is your responsibility to provide this report for the clinical site if needed. For further information, students should see the “Alcohol and Other Drugs Policy” in The Saltire (SAU Student Handbook).
 - Drug Screen – mandatory 12 panel urine – This test must be within 30 days PRIOR to the starting date in the program. Screening tests not complying with this guideline will not be accepted and your admission into the program will be rescinded. Methadone will be included in the urine drug screening.
3. A felony conviction may affect a graduate’s ability to sit for the national certification exam and attain state licensure. Students with a history of felonies and who are considering entering an occupational therapy educational program can have their background reviewed by the National Board for Certification in Occupational Therapy (NBCOT) prior to actually applying to the program by requesting an *Early Determination*

Review at <https://www.nbcot.org/Students/Services>. The fee for this review is \$225.

-

All applicants should contact the Admissions Office to ascertain if any other admission requirements are needed.

BACHELOR OF SCIENCE GRADUATION REQUIREMENTS:

To graduate with a bachelor's in occupational therapy assisting, students must meet the following requirements:

- Complete all the requirements of the didactic (106 credits), and the fieldwork component (14 credits) of the curriculum with a minimum cumulative GPA of 3.0.
- The core component of the curriculum must be completed within a period of 3.5 years.
- Demonstrate professional behaviors considered acceptable by faculty and fieldwork supervisors and in accordance with regulations of St. Andrews and the BSOTA Program.