Applicants will be considered for Spring 2015 entry only. Applicants not selected must complete and resubmit all required documents for future application submissions. Any change of address must be submitted, in writing, to the OTA Program Selection Committee via the Office of Recruitment and Admissions. **Only completed applications with all documents, transcripts, and test scores verifying basic application requirements will be accepted.** Official transcripts must be submitted with the OTA application even if the transcripts are already on file at OCCC. Questions regarding the application or selection process for the Occupational Therapy Assistant Program should be directed to the Office of Recruitment and Admissions, (405) 682-1611 ext. 7725.

**BASIC APPLICATION REQUIREMENTS**

All applicants must meet the basic requirements listed below:

1. Eligibility for admission to Oklahoma City Community College
   Criteria for admission to Oklahoma City Community College may be found in the College Catalog.

2. Eligibility for placement in college level math, English, and science courses
   Listed are specific courses for which the applicant must be eligible to enter in order to meet the basic requirements: Math 1503, Contemporary Math, ENGL 1113, English Composition I; and BIO 1314 Human Anatomy & Physiology I.

3. College Retention Grade Point Average (GPA) . . . . . . Minimum 2.5000
   The College Retention GPA must include a minimum of 12 credit hours earned at a regionally accredited institution in 1000-level or above science, math, social science, or English courses excluding credit awarded by advanced standing. It will include all coursework attempted with the exception of courses forgiven through the Repeat, Reprieve, or Renewal provisions as outlined in the College Catalog. Students who wish to request academic forgiveness must submit a petition to the Office of Records and Graduation Services prior to the application deadline. Any student who has requested academic forgiveness must submit a letter with the OTA application to inform the selection committee that the request has been made. Graduate credit may be included in the retention GPA used for admission to the OTA program. Graduate credit will only be included if a written request is submitted with the OTA application.

   If the applicant has not attempted or completed the minimum of 12 credit hours at a regionally accredited institution of higher learning in 1000-level or above science, math, social science, or English courses excluding credit awarded by advanced standing, a High School Graduation GPA of 2.75 or a GED transcript reflecting an average score of 530 may be utilized. The High School Graduation GPA or GED average score may **NOT** be used if a College Retention GPA as specified is lower than 2.5.

4. Standard COMPASS Reading placement test score . . . . . . Minimum 86

   **OR**

   CPT ACCUPLACER Reading placement test score . . . . . . Minimum 77

   Standard COMPASS or ACCUPLACER scores will only be accepted if the test was taken on or after November 04, 2011. Students who wish to raise their standard COMPASS or ACCUPLACER reading score should visit with an advisor from the Office of Academic Advising about retesting guidelines. **Completion of a degree or courses will not be accepted in place of the reading test score requirement.**

Please note:

1. Due to clinical agency requirements, the Division of Health Professions requires an extensive nationwide Background Report which includes, but is not limited to, Oklahoma State Bureau of Investigation (OSBI) background searches for sex offender, violent offender, and criminal history. Information regarding this requirement will be forwarded to those students selected for admission.

2. Applicants for Oklahoma licensure as an Occupational Therapy Assistant must meet all state and federal requirements. Questions regarding these requirements should be directed to the Occupational Therapy Assistant Program, (405) 682-7507.

3. All students will be required to pass a randomly administered drug test.

4. The Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), 4720 Montgomery Lane, P.O. Box 31220, Bethesda MD 20824-1220 – 301-652-2682 ext. 2914.
PREFERENCE POINTS
Applicants who meet all basic application requirements will be ranked according to preference points. While none of the following are required, students should try to achieve as many preference points as possible to increase their chances of being accepted into the program. A maximum of 18 total preference points may be awarded.

I. ACHIEVEMENT — 11 POINTS POSSIBLE
College Degree (maximum of 2 points) Points Awarded for Highest Degree Earned ONLY
Associate Degree—AA, AS, AAS Degree .........................................................................................................................1
Bachelor’s Degree and Above .........................................................................................................................................2
GPA (maximum of 3 points)
College Retention GPA
- GPA College Retention GPA must include a minimum of 12 college credit hours in 1000-level or above science, math, social science, or English courses, excluding credit awarded by advanced standing. If the applicant has not completed 12 college credit hours as designated, a high school graduation GPA may be used.

OR
High School Graduating GPA
- GPA If the applicant has attempted or completed 12 college credit hours, a high school graduation GPA cannot be used.

GPA
- GPA GPA
- GPA 3.5000-4.0000 ..........................2
- GPA 3.0000-3.4999 ..........................1

Science Courses (maximum of 3 points) 1 point per class ............................................................................................1-3
High school lab science (1 Unit) or college-level science courses (3 credit hours or more) with a minimum grade of "B"

NOTE: High school lab science courses will NOT be applicable if at least one college-level science course has been attempted or completed.

College-Level Medical Terminology ......................................................................................................................................2
Minimum grade of "B"; 1 credit hour or more, excluding credit awarded by advanced standing completed prior application deadline

College Level Critical Thinking Course (OCCC PHIL 1123) or equivalent transfer course .................................................................................................................................2
Minimum grade of "B" completed prior application deadline

II. POTENTIAL — 3 POINTS POSSIBLE
(Note: CPT ACCUPLACER, COMPASS, CPM-IV, scores will only be accepted if the tests were taken on or after November 4, 2011. ACT scores will only be accepted if the test was taken on or after November 2, 2009. Accuplacer reading scores may be listed on your score sheet as “Reading Comprehension” and Accuplacer writing scores may be listed as “Sentence Skills.” Compass writing scores may be listed as “English.”)

Reading (Maximum 1 point)

Test MINIMUM SCORE POINTS
- CPT ACCUPLACER Reading ................................................................................................................................. 91 ..............1
or, Standard COMPASS Reading ......................................................................................................................... 92 ..............1
or, ACT Reading ....................................................................................................................................................... 23 ..............1

Writing/English (Maximum 1 point)

Test MINIMUM SCORE POINTS
- CPT ACCUPLACER Writing ....................................................................................................................................... 96 ..............1
or, Standard COMPASS Writing ............................................................................................................................ 91 ..............1
or, ACT English ......................................................................................................................................................... 22 ..............1
Mathematics (Maximum 1 point)

<table>
<thead>
<tr>
<th>Test</th>
<th>MINIMUM SCORE</th>
<th>POINTS</th>
</tr>
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<tbody>
<tr>
<td>ACT Mathematics</td>
<td>19</td>
<td>1</td>
</tr>
<tr>
<td>CPM-IV</td>
<td>70</td>
<td>1</td>
</tr>
<tr>
<td>or College Level Math Course</td>
<td></td>
<td>1</td>
</tr>
</tbody>
</table>

Minimum grade of “B”; 1 credit hour or more, excluding credit awarded by advanced standing. Courses which may earn points are: MATH 1503, Contemporary Mathematics; MATH 1513, College Algebra for Business, Life Sciences, and Social Sciences; MATH 2023, Foundations of Geometry and Measurements; Any college level statistics course; Any mathematics course which has been evaluated to be at a higher level than the previous listed math courses.

(Note: The CPM-IV and ACT are the only mathematics tests accepted for preference points. The CPM-IV is a mathematics test exclusive to OCCC. Please check with an advisor if you are unsure if you have taken the CPM-IV test. The CPM-IV will be listed as either Test D or Math Assessment 4 on your score sheet. Successful completion of the CPM-IV course or any other mathematics course will NOT be accepted in place of the CPM-IV test.)

III. EXPERIENCE/CERTIFICATION – 4 POINTS POSSIBLE
Observation with licensed Occupational Therapy Practitioner (OTR or OTA)
Four (4) hours in a pediatric setting.................................................................2
Four (4) hours in an adult setting.................................................................2
Observation form available from the Division of Health Professions Office

OVERALL TOTAL POINTS POSSIBLE: 18
A felony conviction may affect a graduate’s ability to sit for the NBCOT certification examination and/or attain state licensure. Please contact NBCOT and the Oklahoma Board of Medical Licensure and Supervision for further information.

It is important to note the results of the required background report(s) and/or random drug test may impact a student’s ability to continue in or successfully complete a course, courses, and/or the OTA program. Students who have questions should contact the OTA Program Director.

Applicants for Oklahoma licensure as an Occupational Therapy Assistant must meet all state and federal requirements. Questions regarding these requirements should be directed to the agencies listed below.

National Board for Certification in Occupational Therapy
12 South Summit Avenue, Suite 100
Gaithersburg, MD 20877-4150
301-990-7979
Fax 301-869-8492

Oklahoma Board of Medical Licensure and Supervision
101 NE 51st St.
Oklahoma City, Oklahoma 73105
P.O. Box 18256
Oklahoma City, Oklahoma 73154-0256
405-962-1400 (main number)
405-962-1400 (fax)

APPLICATION PROCEDURE
To insure each applicant is fully informed of the application procedure, each applicant is encouraged to meet with an advisor from the Office of Academic Advising. Each applicant who has submitted a completed application including the following documents to the Office of Recruitment and Admissions no later than 12:00 noon, November 7, 2014 will be considered for admission:

1. An Oklahoma City Community College application for admission.
2. An application for admission to the Oklahoma City Community College OTA program.
3. An official high school transcript reflecting date of graduation, official GED transcript, or official college transcript(s) from all colleges/universities. High school and GED transcripts are only necessary when an applicant has not attempted or completed the minimum of 12 credit hours at a regionally accredited institution of higher learning in 1000-level or above science, math, social science, or English courses excluding credit awarded by advanced standing. Official college transcripts must be submitted with the OTA application even if the transcripts have previously been submitted to OCCC. Each applicant must also submit an official OCCC transcript with his or her OTA application. Applicants must wait until all grades are posted before they request transcripts and submit their applications (example: applicants enrolled in spring 2014 courses must wait until their spring grades are posted before they request their transcripts and submit their OTA applications).
4. An official report of the Standard COMPASS or CPT ACCUPLACER Reading placement test score. Scores on file at OCCC must be obtained from the Testing & Assessment office and must be submitted with this OTA application. All applicants, including those who have already earned college degrees, are required to submit reading test scores with the OTA application. Test scores will not be accepted if the test was taken before November 04, 2011.

SELECTION PROCEDURE

1. Applications on file by NOON (12 p.m.) November 7, 2014 with the highest total preference points will be given priority for admission. All testing, when required, must be completed prior to the application deadline. Test scores on file at OCCC must be obtained from the Testing & Assessment office and must be submitted with the nursing application.
2. If applicants have identical preference point totals, individuals will be ranked according to high school grade point average or college retention grade point average as defined in the basic application requirements.
3. An application will be considered complete when the criteria in items 1-4 of the Basic Application Requirements are met. Documentation for preference points must be submitted with the application. Applications will be considered incomplete if ALL college/university transcripts, including an OCCC transcript, are not submitted with the application.
4. The applicants selected for admission to the program will be notified via their OCCC email.
5. All qualified applicants who have not been selected for admission to a class will be placed on an alternate list for that semester only.

ALL DOCUMENTS MUST BE SUBMITTED TOGETHER. DO NOT SUBMIT DOCUMENTS SEPARATELY. DO NOT SUBMIT DOCUMENTS TO ANY OFFICE OTHER THAN THE OFFICE OF RECRUITMENT AND ADMISSIONS.
SPRING 2015 OCCUPATIONAL THERAPY ASSISTANT APPLICATION (Flex Track Option)

Name ___________________________ ID# ___________________________

Last First MI Maiden

Address __________________________________________________________________________________________________________

Street City State Zip

E-mail __________________________________________ Phone ( ) ____________________________

High School of Graduation ___________________________ Year __________________________

GED Certificate: □ Yes □ No Year ______________

I have recently applied for Academic Forgiveness/Reprieve □ Yes □ No

Colleges or universities attended (list all):

______________________________________________________________________________ Dates _______________________________

______________________________________________________________________________ Dates _______________________________

______________________________________________________________________________ Dates _______________________________

______________________________________________________________________________ Dates _______________________________

The failure to list all previously attended colleges or the submission of false information/academic records is grounds for denial of admission or immediate suspension.

Applicants will be considered only for the semester specified on this application. Applicants not selected must reapply to be considered for admission for any other academic semester.

APPLICATION AGREEMENT – READ CAREFULLY

I have read and understand the admissions criteria and selection process for the Occupational Therapy Assistant program. I understand that applications submitted without ALL required documents and signatures will be considered incomplete and rendered ineligible for the application period. I understand that I must submit OFFICIAL transcripts from all colleges or universities I have previously attended even if those transcripts are already on file at OCCC. I understand that I must submit an official copy of my OCCC transcript with my OTA application. I understand that a criminal history and sex offender background investigation must be completed if I am selected for admission. I understand that a random drug test is also required. I understand it is my responsibility to notify, in writing, the OTA Program Selection Committee in the Office of Recruitment and Admissions of any change of name or address. I understand that official eligibility for this program is determined in the Office of Recruitment and Admissions. I also understand the deadline for this application is Noon (12 P.M.) November 7, 2014.

Applicant’s signature __________________________________________ Date __________________

Application received by __________________________________________ Date __________________

ONLY COMPLETED APPLICATIONS WITH ALL VERIFYING DOCUMENTS, TRANSCRIPTS, AND TEST SCORES WILL BE ACCEPTED.

NO ADDITIONS OR REVISIONS MAY BE MADE TO AN APPLICATION ONCE SUBMITTED.