



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Department of Occupational Therapy
Bachelor of Science, Occupational Therapy Assistant Program
5400 Ramsey Street, Fayetteville, NC 28311-1498

Admission and Clearance Process into the MU OTA Program

****This document is subject to change at any time****

Instructions:

This packet is designed to inform you about the specific admission and clearance requirements and process for the Methodist University Bachelor of Science, Occupational Therapy Assistant Program (MU OTA). Please read these instructions carefully, and complete all the forms, making sure to sign the documents that require a signature from yourself or other parties. Once completed, you will upload these forms into OTACAS for the review and interview processes that are required prior to your progression to being cleared into the MU OTA Program.

The admission and clearance process has two phases:

1. Institutional Admission to Methodist University (as an incoming freshman or transfer student).
2. Clearance into the MU OTA Program

General Admission to Methodist University:

Applicants must meet Methodist University's admissions requirements and complete the necessary general education and prerequisites prior to clearance to the MU OTA Program.

The Occupational Therapy Assistant bachelor's degree is a limited-admission degree program. Students will be required to successfully complete 19 credits of prerequisite courses (taken prior to core courses), 59 professional core courses (taken in final two years), and a minimum of 48 credits of general education and electives (required for graduation). The OTA program delivers the 59 core courses over a two-year timeframe in lockstep (Fall/Spring) format, graduating a cohort of students every May.

This 124-credit-hour program is open to applicants regardless of race, disability, color, ethnicity, national origin, religion, gender, age, sex, sexual orientation/expression, marital status, veteran status, or genetic information.

For Incoming Freshman:

- To apply to Methodist University as an incoming freshman please review the requirements and apply via <https://www.methodist.edu/admissions-aid/undergraduate/first-year-students/>



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

For Transfer Students:

- To apply to Methodist University as a Transfer student please review the requirements and apply via <https://www.methodist.edu/admissions-aid/undergraduate/transfer/>.
- If you are planning on transferring in credit to Methodist University please see Transfer Credit at www.methodist.edu/academics/registrar/transfer-credit/.
- Once admitted to the University, applicants may select OTA when declaring their major.
- Students should review the Occupational Therapy Assistant Program Essential Functions Policy when declaring their major as OTA. This policy describes the essential motor skills, sensory skills, emotional abilities, cognitive skills, communication and professional behaviors, and self-care abilities that an applicant needs to successfully perform the roles, tasks, and responsibilities of an occupational therapy assistant. Applicants are responsible for reviewing these guidelines to ensure that they can meet the demands and rigors of this health profession.
- If a student cannot demonstrate the essential functions, it is the responsibility of the student to request appropriate accommodation. The OTA Program will provide reasonable accommodation if it does not fundamentally alter the nature of the program offered and does not impose undue hardship such as those that cause a significant expense, difficulty, or are unduly disruptive to the educational process.
- Applicants will be notified of their clearance status upon receipt of all required documentation and information.

***Note: 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 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/Student/Services>. The fee for this review is \$225.



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Clearance to the MU OTA Program (Core Courses):

Students who declare OTA as their course of study must complete prerequisite courses and activities prior to being cleared to register for the core professional classes of the OTA program. The suggested plan of study and all prerequisite activities are structured into 3 checkpoints that students complete at specific times during their course of study.

Prerequisite Checkpoint 1:

Who: Traditional Freshmen

When:

- Freshman entering MU declare their major as OTA (direct entry into the major).
- Meet with Rocio Serna (designated One Stop advisor for OTA program) to start the suggested plan of study for general education and prerequisites courses.
- Attend freshman orientation “Meet Your Major” session with PD and AFWC to discuss prerequisite checkpoints for the OTA Core Courses (Professional Phase).
- Meet the following requirements across full course of study:
 - Must maintain a 2.75 GPA overall.
 - Must complete all general education with a passing grade.
 - Must complete all prerequisite courses with a “C” or higher.
 - Complete professional exposure activities prior to Checkpoint 3.

Prerequisite Checkpoint 2:

Who: traditional freshman, internal transfer students, external transfer students

When:

- Declare major as OTA (if applicable).
- Attend Checkpoint 2 OTA meeting to introduce and track prerequisite activities for the OTA Program Core Courses (professional phase)
- Internal Transfer Students must meet with: Rocio Serna
- External Transfer Students must meet with: Keri Walters
- Internal and external transfer students will attend a “Meet Your Major” session.
- All majors attend an informational session to discuss the clearance process to register for the OTA Core Program Courses.
 - Will need to apply in OTACAS the fall prior to start of program (ex: fall 2024 for fall 2025 start date)

Prerequisite Checkpoint 3:

Who: All OTA students

Deadline: **By November 30th** of your sophomore year



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Clearance Notification: May 1st (Spring semester of your sophomore year)

- Submit all prerequisite requirements to OTACAS portal for formal review by OTA program.
- At this Checkpoint, all students should have applied via OTACAS, and all requirements need to be completed.
 - Transcript reflecting GPA and prerequisite coursework.
 - Personal Statement
 - Summary of Professional Exposure Activities
 - Interview

Professional Exposure Experience- The professional Exposure experience can encompass a variety of options and will be discussed in Checkpoint 1 and Checkpoint 2.

Personal Statement- We invite you to share “how your lived experiences have influenced your interest in pursuing your OTA degree” in a 300–500-word personal statement. (Submit as PDF file)

Interview: Qualified candidates must have a successful interview with the OTA program.

Review process: The OTA program will review all applications and documentation that have been submitted during the application process to ensure candidates have met all the qualifications for final clearance into the OTA Program’s Core Courses. You will be notified of your clearance into the OTA Program Core Courses by May 1st (spring semester of your sophomore year).

- Students must complete all required Checkpoints (1-3) successfully to be cleared to register for OTA courses.
- The MU OTA Program clears students to register for OTA core courses every in the Spring of your sophomore year.
- When all 24 seats are filled, the remaining applicants will be placed on a waitlist for the next cohort available and will receive notification of their clearance status.
- **Please note:** if you are unable to be placed on the waitlist or do not meet all the checkpoint requirements, the OTA Program Director will meet with you to discuss your options.

After Clearance into the MU OTA Program:

1. Complete and submit the following required items to the Academic Fieldwork Coordinator no later than August 31st.



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

- a) Background check & Fingerprinting-
- b) Drug Screen-
- c) Physical- must include hearing and vision. The doctor will need to clear you of the essential functions and if needed, may recommend appropriate accommodation.
- d) Immunizations-complete all immunizations and communicable disease screenings:
 - Tetanus vaccination or booster within the last 5 years.
 - MMR vaccine (Measles/Mumps/Rubella) or an MMR titer
 - Varicella Titer
 - Hepatitis B Titer or vaccine record (if you just completed the series)
 - COVID-19 Vaccine- not required at MU but might be required at fieldwork site.
 - Influenza (flu)- not required at MU but might be required at fieldwork site; must be updated every year.
 - Tuberculosis (TB)- must be updated yearly.
 - Any waivers for Immunizations
- e) Certification in CPR: Current American Heart Association (AHA), Basic Life Support BLS or BCLS (adult, child, and infant). Must be updated every 2 years.
- f) Certification in HIPPA, OSHA, and Universal Precautions must be completed prior to the Level I Fieldwork Experiences.

(*Please note: Some of these admission requirements will need to be updated every year and some may be subject to updating if required by any fieldwork site.)

Graduation Requirements:

The OTA program includes 48 months of undergraduate and professional level courses that are distributed across 8 semesters at the bachelor's degree level (may differ for transfer students). Students must complete a total of 124 credits (112 didactic units and 12 clinical education units).

- Students must satisfactorily complete all didactic courses (124 credits) with a minimum GPA of 2.75.
- Students must successfully complete all clinical education with a grade of C or higher.
- Students must complete 16 weeks of Level II fieldwork and Baccalaureate Project within 6 months following the completion of the didactic portion of the program.
- Has satisfactorily completed the appropriate general education/core requirements for the degree.



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

- Students have up to 150% of the expected program completion time to complete all OTA coursework (36 months).



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Occupational Therapy Assistant Program Essential Functions Policy

Success in the Occupational Therapy Assistant curriculum requires a student to demonstrate the cognitive skills, psychomotor skills, communication skills, self-care abilities, and affective behaviors expected of an entry-level occupational therapy assistant. Entry-level occupational therapy assistants are competent clinicians who provide interventions to the general population of acute and rehabilitation clients in a variety of healthcare settings. The purpose of this document is to delineate the knowledge, skills, and professional behaviors deemed essential for completion of the Occupational Therapy Assistant Program and entrance into professional practice.

The following list is illustrative and does not represent an all-inclusive listing of the functions of an occupational therapy assistant. Throughout the OTA program, students will be assessed not only on their scholastic accomplishments, but also on their physical and emotional capacities to meet the full requirements of the OTA program's curricula and to graduate as skilled and effective practitioners.

The Occupational Therapy Assistant Program educates students as general practitioners, in accordance with the requirements of the Accreditation Council for Occupational Therapy Education (ACOTE). Occupational Therapy is a profession that includes several domains of practice, e.g., hospital based, school systems, and mental health. The various domains encompass skill sets that differ according to the setting and job. For this reason, occupational therapy assistant students must have knowledge and entry-level competence that spans all domains, so that they are prepared for employment in all areas of practice.

MU OTA is committed to the education of all qualified individuals, including persons with disabilities, who, with or without reasonable accommodation, can perform the essential functions of the Program. It is the policy of the Occupational Therapy Assistant Program to comply with the American with Disabilities Act (ADA). In accordance with federal regulations established by the ADA, Section 504 of the Civil Rights Act of 1973, and state and local requirements regarding students and applicants with disabilities, the following standards are described to assist each applicant/student in evaluating their prospect for academic and clinical success.

If a student cannot demonstrate the following skills and abilities, it is the responsibility of the student to request appropriate accommodation. The OTA program will provide reasonable accommodation if it does not fundamentally alter the nature of the program offered and does not impose an undue hardship such as those that cause a significant expense, difficulty or are unduly disruptive to the educational process.



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Motor Skills
1. Position and move clients or equipment. This includes bending, stooping, kneeling, reaching, and squatting while pushing and pulling loads up to 200 pounds while preventing injury to client and self.
2. Lift up to 50 pounds independently or up to 200 pounds with assistance while preventing injury to client and self.
3. Safely and effectively facilitate movement of the client's body during transfers, functional mobility training, positioning, examinations, and therapeutic interventions.
4. The OTA student needs to be able to assume standing, sitting, kneeling, or squatting positions. Clients may be totally dependent for physical assistance.
5. Ability to be mobile for three-to-four-hour intervals while safely assisting clients during functional mobility actions such as ambulation and transfers with or without equipment while preventing injury to client or self.
6. Manipulate objects/equipment of various sizes, shapes, temperatures, smells, and textures (e.g., dials, knobs, testing instruments, therapy balls, scissors, clamps, kitchen equipment, bathroom equipment, raw food, etc.).
7. Provide support and resistance to clients as needed through complex activities and movements while preventing injury to client and self.
8. Perform examination techniques and provide intervention to acutely ill clients without disturbing sensitive monitoring instruments and lines.
9. Maintain stable balance while performing intervention and examination techniques on clients who have compromised balance.
10. Possess the endurance to perform a variety of exertional activities for up to 8-10 hours with occasional rest breaks.
Sensory Skills
1. Examination techniques such as postural control assessment, vital sign assessment, muscle integrity/tension, wound description, and personal hygiene and continence assessment.
2. Gathering of information from equipment such as (but not limited to) biofeedback, visual perceptual testing equipment, driver testing equipment, kitchen cooking devices, pulse oximeters, auscultation, and blood pressure devices.
3. Safe application of gradient pressures during examination and intervention including manual muscle testing and joint mobilization.
Emotional Abilities
1. Possess the ability to manage a full client caseload and a rapidly changing practice environment. A full client caseload may vary from 7 to 10 sessions per day occasionally with two or more clients at one time to 14-18 clients per day in an outpatient clinical environment.



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

2. Recognize and respond appropriately and in a timely manner to potentially hazardous situations, including those that are life-threatening.
3. Possess the ability to accept responsibility for one’s own actions and decisions.
4. Possess the ability and sensitivity to interact with clients with various abilities and cultural differences.
5. Possess the ability to accept feedback in a manner that reflects the ability to learn from and integrate feedback.
Cognitive Skills
1. Identify and solve problems in a timely manner consistent with the demands of the situation.
2. Recall and retain information effectively to meet the minimal requirements of safely and effectively caring for clients.
3. Integrate and analyze information including information from client records, examination, and diagnostic tests to develop appropriate plans of action, as well as to provide a safe environment for the client and self.
4. Exercise good judgement and clinical reasoning in all aspects of client care.
5. Acknowledge limitations of knowledge and/or performance to obtain the appropriate support to provide optimal client care.
6. Ability to effectively integrate new information with current knowledge and practice to provide optimal client care.
Communication/Professional Behavior
Professional Behavior:
1. Possess the ability to effectively communicate with clients who have a wide range of impairments.
2. Possess the ability to interact effectively and positively with clients who have challenging interpersonal and communication skills.
3. Possess the ability to receive, write, and interpret written communication in both academic and clinical settings.
4. Record observations and plans legibly, efficiently, and accurately.
5. Maintain mature, sensitive, respectful, and effective relationships with clients, students, faculty, staff, and other professionals in academic and clinical environments including high stressful situations.
6. Possess the ability to use one’s intellectual abilities, exercise good judgement, and always display professional behavior. This includes, but is not limited to, expressions of empathy, respectfulness, use of authority, degree/quality of verbal interactions, use of body language and non-verbal communication.
7. Possess the ability to learn and abide by professional standards of practice.
8. Possess the ability to be prompt, arrive on time, and complete assignments on time.



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Table with 11 rows containing numbered list items and section headers: 'Communication Skills' and 'Self-Care Abilities'.

I, _____ the undersigned, have read and understand the essential functions policy for the Methodist University Bachelor of Science, Occupational Therapy Assistant Program. By signing below, I am acknowledging compliance with these standards to the best of my ability as specified above.

Signature

Date



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Professional Exposure Activities

****Note: You will need to have **30 hours** of observation to complete the professional exposure requirement prior to clearance into the OTA Program. The professional exposure activities are listed below along with a contact list for the in-person opportunities. You may choose to do all your hours in person if you would like. If you are unable to complete all the hours in person, you may choose to complete 20 hours with a virtual experience and 10 hours in person. All your hours cannot be virtual. If you are having trouble finding a place to volunteer, please reach out to either Dr. Gibson (OTA Program Director) at megibson@methodist.edu or Professor Myers (AFWC) at amyers@methodist.edu.*

In-person Opportunities:

- **Volunteer with a program that serves occupational therapy clients-** Serving with an organization can help expand your knowledge of the challenges, strengths, and needs across and within different client populations. Examples include Meals on Wheels, Summer camps for children with developmental or chronic conditions (Victory Junction), long term-care facilities (skilled nursing or assisted living), adaptive sports program, and Special Olympics. Students will be provided with a log to keep track of all their hours.
- **Participating in On-campus OT-related Club Events (SOTA, COTAD, HOSA, DREAM)-** Become a member of one or all the health profession clubs on campus and engage in the events these clubs' host. To gain professional exposure hours, you will need to volunteer your time with that club for any event or fundraiser that the club is putting on or participating in. We may also hold some group professional exposure experiences, which you will be notified about.

Virtual Opportunities:

- **ClinicWeb: Introduction to OT observation hours-** can be found at www.clinedwed.com. This opportunity costs \$49.99 and provides access to the whole course for 120 days. Once the course is completed you will receive a Certificate of Completion which will need to be uploaded in OTACAS as evidence of your virtual observation hours. This course introduces students to a wide breath of practice areas and allows for observation of real OT clinicians and clients. The course also introduces students to the OT framework language.
- **Udemy Occupational Therapy: Fundamentals of Occupational Therapy-** This opportunity costs \$59.99. Once the course is completed you will receive a Certificate of Completion which will need to be uploaded in OTACAS as evidence of your virtual



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

observation hours. This course will help students gain an understanding of the role and importance of occupation in our lives; identify the various careers involved in the OT process; recognize the role of OT in rehabilitation; and learn about the principles of OT intervention and ethical considerations that guide it. (There are 6 sections, 16 lectures)

- **Simucase Guided Observation Program-** can be found at www.simucase.com. Below is a list of topic areas and videos that you will need to watch for observation hours. You can log these hours onto your timesheet as you complete each video.
- To see each observation video, type occupational therapy into the search bar, scroll down to observation videos and click on videos (not tutorials). In the top search bar choose intervention in the second drop down box, and then the topics in the third drop down box. After you have chosen the topic area, hit search and then search for the video listed below by the name. You must watch all videos associated with the name listed.
 - **Activities of Daily Living-** Owen S., Damen, Alaina, Ed
 - **Behavioral and Mental Health-** Debbie, Group Therapy, and Aidan
 - **Early Intervention-** Delilah and Clare
 - **Instrumental Activities of Daily Living-** Nate, Pat, and Frank
 - **Inter-professional and Intra-professional Practice-** Braelyn and Nico
 - **Neurological-** Ganine and Ed
 - **Vision and Perception-** Jacqueline

List of Contacts for Certain Locations:

Please click on the link below to view the list of contacts for the professional exposure experiences.

https://methodistu-my.sharepoint.com/:w:/g/person/amyers_methodist_edu/EUxFLHg-f0dGjLUdOBfK6awBAcX3Mj6sr9Xi-8j4kf9qTg?rttime=ZqkEjevl20g



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Instructions for the Professional Exposure Verification Forms and Attendance Log (You will find all forms within this packet)

1. Students are to complete 30 hours of professional exposure experience as part of the clearance requirements into the MU OTA Program.
2. Students may perform all 30 hours in person, however if they are unable to perform all hours in person then students may perform 10 hours in person and 20 hours virtually.
3. If you choose to perform the 30 hours in person and are completing hours at different sites, you must fill out the Occupational Therapy Professional Exposure Verification and Attendance log for each place you go to. If you are splitting between virtual and in person, you can fill out one just for your virtual hours and then a second for the in-person hours.
4. For your in-person hours, you must have the supervisor or therapist sign to verify that you have completed your hours. If you are performing virtual hours, you must log the date and time of when you started the virtual session. Some virtual opportunities will have a certificate of completion. Those will also need to be uploaded into OTACAS.
5. Once your hours have been completed, you must answer the Professional Exposure Questions and then write a summary of all your experiences and what you learned.

If you have any questions regarding any of these forms or about the professional exposure experiences, please reach out to Dr. Gibson (OTA Program Director) at meqibson@methodist.edu or Professor Myers (AFWC) at amyers@methodist.edu.



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Occupational Therapy Professional Exposure Verification

Instructions to Supervisor/Therapist: Your evaluation and comments regarding this student’s performance is very important to us. Please complete the following performance task assessments. This form will be reviewed as part of the clearance into the MU OTA Program. Thank you!

Applicant’s Name: _____ Date: _____

Facility: _____

Address: _____

Telephone: (____) _____

Supervisor/Therapist Name: _____ Signature: _____

G= Good

F=Fair

P= Poor

N= No opportunity to observe

Table with 6 columns: Performance Tasks, G, F, P, N, Comments. Rows 1-6 describe tasks like social skills, punctuality, safety judgement, etc.

Total Observation hours completed: _____ (This information is required)

Do you recommend this applicant to become a member of the OT profession? Yes No

Additional Comments:



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Professional Exposure Attendance Log

Instructions:

- Please return this required form with your Occupational Therapy Observation Verification Form and all other required documents.
• Please complete this sheet for each of your in-person and virtual professional Exposure Experiences.

Student Name:

Facility:

Table with 5 columns: Date, Time in, Time Out, Total Time, Specify if virtual/ OT or Supervisor Signature. Includes a total row at the bottom.

I certify that the student has completed the professional exposure hours as indicated in the attendance record as shown.

OT/Supervisor Name: _____ Date: _____

OT/Supervisor Signature: _____ Date: _____

Facility Address: _____ Facility Phone Number: _____



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Professional Exposure Questions

Instructions: Please answer the following questions once you have completed your experiences observing, volunteering, and engaging in virtual professional exposure experiences. Please sign the form once completed and submit it to OTACAS with all other required documents.

1. In your own words, what is Occupational Therapy?

2. Describe the main responsibilities of the Occupational Therapist and the Occupational Therapy Assistant.

3. Identify at least four (4) areas/practice settings for the OTR/L or OTA/L



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

4. If there was no OT at the place of your professional exposure experience, explain how OT would be valuable in that setting. If there was OT present, how was it beneficial to that setting?

5. What is an interdisciplinary team? List the professionals that can typically be part of the team. What are some benefits of working with an interdisciplinary team?

Reaction to Professional Exposure Experience

Instructions to Applicant: At the end of your professional exposure experiences, complete use the following page to summarize your reactions to the experience.

Student Name: _____

Student Signature: _____ Date: _____

Facility: _____

Type of Setting: (circle) Physical Disabilities Mental Health Pediatrics Geriatrics Other

Total Professional Exposure Hours Completed: _____



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

In the space below, summarize what you learned about Occupational Therapy from these experiences.



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

MU OTA Physical Form

Student Instructions:

- Occupational Therapy Assistant students cleared for the Bachelor of Science, Occupational Therapy Assistant Program at Methodist University are required to have an annual physical examination.
- Please fill out all the student sections of the MU Physical and Immunization Form that can be found at <https://www.methodist.edu/life-at-mu/health-wellness/health-services/>
- Please have either your primary care physician, an urgent care doctor, or a health provider at MU.
- This form must be completed by an M.D., D.O., P.A. or A.R.N.P so please make sure you ask for this type of provider.
- **Optional:** If declining the Influenza (flu) and COVID 19 vaccination, please fill out the waivers. Please note, this will impact your fieldwork placement and could delay your matriculation through the program.
- Once completed please return forms to the Academic Fieldwork Coordinator.

Physician Instructions: (to be completed by a licensed health practitioner M.D., D.O., P.A., A.R.N.P.)

- The applicant is requesting this health examination as they are enrolled in the Bachelor of Science, Occupational Therapy Assistant Program at Methodist University.
- The purpose of this examination is to ascertain whether the applicant's health is adequate to enter the occupational therapy assistant program that requires physical and emotional stamina and contact with patients in clinical settings.
- Should you have any questions regarding this form, please call the Academic Fieldwork Coordinator at 910-482-5664 or email at amyers@methodist.edu.
- The health history should be completed by the applicant, prior to the physician's examination.
- Thank you for your assistance.

Disclosure and Certification Statements

I hereby grant permission for the release/disclosure of health screening medical information between and among authorized college, clinical facilities, and hospital personnel.

Applicants Signature

Date



OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Notice to Prospective Students

Students aspiring to become occupational therapy assistants in the United States must graduate from an **Accreditation Council for Occupational Therapy Education (ACOTE)** accredited university to be eligible to sit for the **National Board for Certification in Occupational Therapy (NBCOT)** exam. Methodist University is currently seeking accreditation for the Bachelor of Science in Occupational Therapy Assistant (BSOTA) degree by **ACOTE** of the **American Occupational Therapy Association (AOTA)**.

The MU OTA Program was granted CANDIDACY STATUS by ACOTE, during its meeting held in April 2023. The program must now have a pre-accreditation review, complete an onsite evaluation, and be granted Accreditation Status before its graduates are eligible to sit for the national certification examination for the occupational therapy assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the graduate will be a Certified Occupational Therapy Assistant (COTA). In addition, the State of North Carolina requires licensure to practice. Should the program not receive accreditation, graduates would not be able to sit for the NBCOT board or obtain a state license. Note that a felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.

For more information about accreditation and the national certification, contact:

Accreditation Council for Occupational Therapy Education (ACOTE)
6116 Executive Boulevard, Suite 200
North Bethesda, MD 20852-4929
(301) 652-6611/ accred@aota.org
www.acoteonline.org

National Board for Certification in Occupational Therapy (NBCOT), Inc.
One Bank Street, Suite 300
Gaithersburg, MD 20877-4150
(301) 990-7979/ info@nbcot.org
www.nbcot.org

I, _____ (print) have read and understand the implication of the above disclosure. My questions have been answered to my satisfaction.

Prospective Student

Date

Advisor Signature

Date

Program Director Signature