ASSOCIATE OF APPLIED SCIENCE

PHYSICAL THERAPIST ASSISTANT

APPLICATION PACKET FOR PROGRAM ENTRY

FALL SEMESTER 2018
Welcome to the Idaho Consortium for Physical Therapist Assistant Education admissions process. If you’re filling out this form to apply for admission, you’ve come a long way! It contains a lot of detailed information, please read it thoroughly. The following will help you understand the requirements for admission and guide you through the process. There’s a lot here – read carefully. Do not hesitate to contact the program director, your health programs advisor, or other physical therapist assistant (PTA) program faculty with concerns or questions during the process. Contact information is below.

The Idaho Consortium for Physical Therapist Assistant Education abides by each member college’s practice of non-discrimination and therefore will not discriminate against any individual on the basis of race, color, religion, national origin, gender, age, disability, pregnancy, sexual orientation, or status as a Vietnam-era veteran.

Space in the program is limited; therefore, admission will be competitive, based on an objective point procedure that has been strategically set up to predict student success.

The program admits students as follows:
- 10 students every other year at the College of Southern Idaho (CSI) - there will not be a CSI cohort fall 2018,
- 14 students every year at the College of Western Idaho (CWI),
- 6 students every year at Lewis-Clark State College (LCSC), and
- 10 students every year at North Idaho College.

Students are accepted into a “cohort”, a group of students who start the program at the same time, enroll, and complete the same program courses, perform clinical education and graduate together as a group. The program may not be taken part-time – it is a full-time commitment.

Prior to making application to the program, individuals should give careful consideration to the mental and physical demands of the program and the pressures involved in undertaking the responsibilities of being a full-time PTA student.

Direct questions to:
- Jon Gardunia (NIC)   PTAE Program Director       jon.gardunia@nic.edu       (208) 665-5051
- Leah Wilsey (CWI)    Director of Clinical Education leahwilsey@cwidaho.cc   (208) 562-2052
- Wendy McIntosh (NIC) Advisor wendy.mcintosh@nic.edu (208) 769-3373
- Jacob Hornby (LCSC)  Advisor jmhornby@lcsc.edu       (208) 792-2441
- Specialist (CWI)  One Stop Student Services onestop@cwidaho.cc   (208) 562-3000
- Rene Rambur (CSI)   Health Programs Advisor rrambur@csi.edu       (208) 732-6730

Accreditation Status
Effective November 11, 2015 the Idaho Consortium for Physical Therapist Assistant Education at the College of Southern Idaho, the College of Western Idaho, Lewis-Clark State College, and North Idaho College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: 703-706-3245; email: accreditation@apta.org; website: http://www.capteonline.org.

-Keep this page-
Application Checklist

All materials must be postmarked no later than Thursday, March 22, 2018.

This sheet is provided for you to ensure that your application is complete.

You must fulfill all of the admission requirements specific to your selected college.

Admission Application to Your College
✓ Not necessary if you are a current student.

Application to the PTA Consortium Program
✓ This application must be complete.

Physical Therapist Assistant Reference Form
✓ Submit 2 completed reference forms (See page 4).

College Transcripts
✓ NOTE: The following applies only to students who are transferring credits in from another college. If you have taken courses only at the campus to which you are applying, IGNORE THIS STEP.

CSI: Official high school, college, and military transcripts must be on file with the Office of the Registrar prior to submitting your PTA application. It is your responsibility to confirm that your official transcripts are complete, up-to-date, and available for evaluation purposes prior to submitting your PTA application. (See page 2 for cohort offering information).

CWI: Official college and military transcripts must be received by the One-Stop Office prior to submitting your PTA application. It is your responsibility to confirm that your official transcripts are complete, up-to-date, and available for evaluation purposes prior to submitting your PTA application. If you hold an advanced degree, you must complete a Bachelor Equivalency Form and submit to One-Stop Office.

NIC/LCSC: Official college and military transcripts are to be submitted after you apply to the program but no later than the application deadline. It is your responsibility to confirm that your official transcripts are complete, up-to-date, and available for evaluation purposes immediately after submitting your PTA application.

Physical Therapy Clinical Observation/Work Letter(s)
✓ A copy of documentation showing that you have completed a minimum of 16 hours of observation in a physical therapy clinical setting. All hours must be in observance of a physical therapist and/or PTA. You must include proof of hours with a letter from each clinical site, if observation occurred at more than one setting.

- Submit a letter from each clinical site where you observed,
- Letters must be on the facility’s formal letterhead,
- Letters must have the number of hours recorded, and
- Letters must signed/dated by the supervising physical therapist or PTA.

Individuals who work or have worked in a physical therapy setting may submit a letter with the same criteria.

-Keep this page-
Physical Therapist Assistant Reference Form

Applicant Instructions: This Reference Form must be submitted IN A SEALED ENVELOPE with your completed application.

The PTA Program requires (2) Application References: The Application Reference Form can be completed by any of the following persons: PT, PTA, Healthcare Provider, Professor, Instructor, Advisor or Employer. There may NOT be any familial relation between the student and person providing the reference.

Reference Instructions: The information provided on this form is completely confidential. At no time will the contents of this form be shared with the Applicant.

Return this Reference Form in a sealed envelope to applicant. Sign across the seal of the envelope for official recognition. Please be aware that you may be contacted if further information is needed concerning the applicant. Please answer the questions to the best of your ability.

Student/Applicant Information

Last Name:______________________First Name:______________________M.I:_________
Address:______________________City:______________________State:______Zip Code________

Reference

Name of person submitting Application Reference: _____________________________________________
Phone Number:______________________E-Mail: ____________________________________________

How long have you known the applicant? _____________________________________________

Please describe your relationship with the applicant: (check all appropriate boxes)
[ ] Colleague  [ ] Supervisor/Employer  [ ] Professor/Instructor

Please elaborate on above checked box(es): 

______________________________________________________________________________________

______________________________________________________________________________________

______________________________________________________________________________________

Please indicate your level of knowledge of the applicant:

<table>
<thead>
<tr>
<th>Training</th>
<th>General Knowledge</th>
<th>Minimal Knowledge</th>
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<tbody>
<tr>
<td>Thorough Knowledge</td>
<td>General Knowledge</td>
<td>Minimal Knowledge</td>
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<tr>
<td>Work Experience</td>
<td>Abilities</td>
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</tbody>
</table>

Do you believe, on the basis of ethical conduct, personal character, emotional maturity, and judgment, the applicant will be a credit to the profession of Physical Therapy?

[ ] Yes  [ ] No

If Yes, please explain:______________________________________________________________

______________________________________________________________________________________

______________________________________________________________________________________

______________________________________________________________________________________

Do you have any reservations about fully recommending this applicant for the PTA Program?

[ ] Yes  [ ] No

If Yes, please explain:______________________________________________________________

______________________________________________________________________________________

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______________________________________________________________________________________
Please rate the applicant’s traits based on your level of knowledge:

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<thead>
<tr>
<th>TRAIT</th>
<th>EXCELLENT</th>
<th>GOOD</th>
<th>FAIR</th>
<th>POOR</th>
<th>N/A</th>
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<td>Attention to Detail</td>
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<td>Personality</td>
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<tr>
<td>Attitude</td>
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<tr>
<td>Relationships with others/peers/subordinates</td>
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<td>Team-work</td>
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<td>Personal integrity and honesty</td>
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<td>Reliability</td>
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<td>Overall performance in past role(s) with your organization</td>
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<td>Calmness under pressure</td>
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<td>Competence</td>
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<td>Ambition</td>
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Additional Comments:
____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

Please feel free to attach a written letter of recommendation to this document.

____________________________________________________________________

Signature of person completing reference form

________________________
Date

- **NOTE:** Please place your Application Reference Form in a sealed envelope and sign over the closure. Have the applicant submit your sealed Application Reference Form with their completed application packet.
Transcripts

Transcripts are required only if you have taken courses and are transferring credits from a college OTHER than the one to which you are applying.

Arrange for your official transcripts to be sent to your applicable college in order to be evaluated and reflected in your records. It is not necessary to enclose a copy of transcripts with your PTA application.

**Example:** If you have taken all your required general education/prerequisite courses at NIC and you are applying to attend the program at NIC, no transcripts are necessary.

If you took all but two of your general education/prerequisite courses at NIC, took one required course at CSI and one required course at CWI, you must have your CSI and CWI official transcripts sent to NIC for evaluation.

**Note:**
It is highly recommended that students with transfer credits view their transcript evaluations before the application deadline to assure that they have courses that meet the prerequisite admission requirements for the Associate of Applied Science Degree, Physical Therapist Assistant.

**Please note:** It is possible that transcripts received during the application period may not be evaluated until after the application deadline, therefore, it is essential that you follow the college's requirements for evaluation of transcripts and do so in a timely manner.
IMPORTANT ADDITIONAL INFORMATION:

It is the student’s responsibility to ensure that all required information is submitted and that documentation of all requirements is included in the application.

- Repeated courses: courses may be repeated once to improve a grade, no matter when the course was first taken. The latest, most recent grade will be used in the program admissions scoring process. If a course has been taken three or more times (repeated more than once), no application points will be awarded for that course.

- Application points will only be given for courses that have been completed prior to the application period, have a grade of C/2.0 or higher, and are included on official transcripts. In-progress coursework will not be awarded points toward program admission.

- If you are accepted, please be aware that the program is intense and will require the majority of your time and efforts. **Attendance** at each scheduled lecture and lab is mandatory. **Participation** in each scheduled lecture and lab is mandatory. From the start of the program, you will be expected to conduct yourself in a manner that is required for all health care providers. Merely showing up will not suffice – you must be invested in the program and in your studies. Please do not apply if you know that you do not have the enthusiasm, drive, and desire to immerse yourself in the program and in the profession. If you have questions in this regard, please speak with a member of the faculty or your advisor.

Any materials received after the deadline will not be considered.
Application for Admission
Fall 2018

- Place a check on the line of the consortium-member college to which you are applying and submit materials to the address listed below by March 22, 2018.

- Remember, if you have not applied to the college itself, you must apply to the college as well as the PTA Program.

- If you are applying to multiple locations, you must submit application materials to each location and rate which college is your first choice, second choice, and so on.

- If it isn’t already a requirement of your college, we recommend submitting all your PTA application documentation together in one envelope clearly marked, “PTA Application.” Please do not use staples.

- No additional materials will be accepted toward your application after the due date.

- Make and keep a copy of all application materials that you turn in.

If you are applying to multiple colleges: place a 1 for first choice, a 2 for second choice, etc., on the line next to the college name below. If more than one college is selected, an admissions application to each college must be submitted to that institution. Note: If you apply to more than one college and you are selected to attend one of the colleges you’ve indicated, you cannot change to another college campus once you’ve agreed to attend the campus of your acceptance. If you are applying to one college only, place a √ on the line for that college:

___ College of Western Idaho
Attention: One Stop
P.O. Box 3010, MS 3000
Nampa, Idaho 83653

___ North Idaho College
Admissions Office
1000 W Garden Ave
Coeur d’Alene ID 83815

___ Lewis-Clark State College
(Please note: LCSC PTA applicants submit materials to the NIC location and must apply for admissions to NIC)

___ College of Southern Idaho (Not applicable fall 2018)
Health Sciences and Human Services Department
Attn: Rene Rambur
PO Box 1238
Twin Falls, ID 83303-1238

Submit this page - Keep a copy of all materials turned in
Application for Admission
Fall 2018

Student Identification Number ____________________________________________

Name ________________________________________________________________
Last First Middle Preferred Name

Other Names Appearing on Records _______________________________________

Current Mailing Address ________________________________________________
Street Address City County State Zip

Home Phone ___________________________ Cell Phone _______________________

Preferred E-Mail _______________________________________________________

Please list all colleges attended:

<table>
<thead>
<tr>
<th>Name of College, Trade School, etc.</th>
<th>City &amp; State</th>
<th>Dates Attended</th>
<th>Grad. Date</th>
<th>Degree Earned</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

-Submit this page-
Please read and sign:

- I hereby certify that the information contained in this application is true and complete to the best of my knowledge.

- I understand that any misrepresentation or falsification of information is cause for denial of admission or expulsion from college.

- I understand that if I am accepted into the PTA Consortium Program, my admission will be conditional, dependent upon the background check. I also understand that the results of this check may prevent me from admission to the program.

- I understand that I will also have requirements to meet prior to participating in the program’s clinical education components. These include, but are not limited to: CPR certification, TB testing, and other blood tests.

- I understand that, if accepted, I must attend the mandatory orientation session (date to be announced).

- I understand that if accepted at a consortium college campus, I must attend all courses and labs at that campus – no change of location will be permitted.

Applicant’s Signature ________________________________ Date ________________________________

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-Submit this page-
**Application Score Sheet**

Grades earned in courses appearing on the official transcript at the application deadline and that meet the requirements for the Associate of Applied Science Degree in Physical Therapist Assistant will be evaluated for points according to the point scale listed below.

- **Only the Prerequisite Courses** must be completed and recorded by the application deadline.
- Other completed **General Education** courses are listed below and awarded points based on recorded, official grades. These are not required for admission but will increase the overall application score.
- Courses that are not completed and therefore not recorded on transcripts receive no points – including those that are currently in progress.

**Total Possible Points: 28**

<table>
<thead>
<tr>
<th>Prerequisite Courses</th>
<th>Grade</th>
<th>Point Scale</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anatomy &amp; Physiology 1 (BIOL 227 @ NIC &amp; CSI, ANAT 211 @ CWI, BIOL 252 @ LCSC) *</td>
<td>A = 8</td>
<td>B = 6</td>
<td>C = 4</td>
</tr>
<tr>
<td>Medical Terminology (CAOT 179 @ NIC, ALLH 101 @ CSI, HLTH 101 @ CWI, MEDPT 173 @ LCSC)</td>
<td>A = 5</td>
<td>B = 4</td>
<td>C = 3</td>
</tr>
<tr>
<td>English Composition (ENGL 101 @ All Schools)**</td>
<td>A = 4</td>
<td>B = 3</td>
<td>C = 2</td>
</tr>
<tr>
<td>Required General Education Math (MATH 123 or higher @ All Schools)</td>
<td>A = 4</td>
<td>B = 3</td>
<td>C = 2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Education Courses</th>
<th>Grade</th>
<th>Point Scale</th>
<th>Points Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anatomy &amp; Physiology 2 (BIOL 228 @ NIC &amp; CSI, ANAT 212 @ CWI, BIOL 253 @ LCSC) *</td>
<td>A = 2</td>
<td>B = 1</td>
<td>C = 0</td>
</tr>
<tr>
<td>Psychology (PSYC 101 @ All Schools)</td>
<td>A = 1</td>
<td>B = 1</td>
<td>C = 0</td>
</tr>
<tr>
<td>Communication (COMM 101 @ All Schools)</td>
<td>A = 1</td>
<td>B = 1</td>
<td>C = 0</td>
</tr>
<tr>
<td>Reference Form (possible 2 points)</td>
<td></td>
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<td>2</td>
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</tbody>
</table>

* *Must have been taken within the past seven years*

**ENGL 102 may be substituted if completed with higher grade than ENGL 101**

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<tr>
<th>Residency</th>
<th>In-State</th>
<th>1</th>
</tr>
</thead>
</table>

In the event there are applicants that are tied with an equal number of points, and the number of applicants outnumber the remaining open positions in the program, the following system will be used to determine who is selected:

- Tied applicants who have provided official documentation of military service will be placed at the top of their point category. Please place check mark for applicable military service.

If there continues to be a tie, then GPA, on completed requirements will be used to rank the remaining tied applicants. If there still continues to be a tie, then,

a random drawing of all the remaining tied applicants will be held for the final program slot/s.

- Submit this page -