



2017 Physical Therapist Assistant Program Application Procedures

Applications will be accepted from April 1st through June 1, 2017.

Do not submit an application prior to April 1, 2017. It is the responsibility of each applicant to ensure that the application is complete and that all information is on file. Failure to attach any of the required information will result in a one (1) point deduction per item from the application score. You should retain copies of the application packet you submit. If you reapply to this or other programs in the future, information will not be released from previous application packets. The program destroys this information immediately after the application process concludes.

To assure that your application receives full consideration, please carefully complete each of the steps in the section that best describes you. If you have questions about accurately completing the application you are encouraged to attend an application/advising session, usually scheduled weekly during the April 1 – June 1 application period. Visit <http://ptaadvising.wordpress.com/> for details.

Wallace State Community College Students (No transfer classes, or not currently enrolled in classes to be transferred from another institution.)

Immediately after your final prerequisite course grades are posted, but not before April 1st:

1. Print and complete the PTA program application. Follow the directions carefully. Do not leave anything blank.
2. Print a student copy of your WSCC transcript. Highlight on your transcript each prerequisite course, course number, course name, credit hours and highest grade achieved. (List of prerequisites is below.) Attach to your PTA Program Application.
3. If you have taken or are currently enrolled in PTA 120 Introduction to Kinesiology, highlight that course as well.
4. On the WSCC transcript circle your cumulative ACT score. If the ACT score does not appear on your transcript, attach a copy of your ACT score report to your PTA program application.
5. Attach a copy of your observation hours to your PTA application. (Retain a copy of your observation hours for your records, hours submitted will not be released.) You may continue to add observation hours to your application all the way up until 8:00 a.m. on June 1st.
6. Before June 1st submit your PTA program application at a weekly application session, to a program advisor, or by mail. ALL information must be included for this packet to be complete. Information will not be accepted via fax – it must be delivered in person or received via mail by the June 1st application deadline date.

Transfer Students: (One month prior to submitting your application)

1. Request official transcripts of all previous coursework from any institutions that you are NOT CURRENTLY attending to be sent to the WSCC Admissions Office. Transcripts must be submitted from all institutions attended even if no prerequisite work was completed at that institution.
2. Submit your WSCC application to the Admissions Office.
3. Submit your high school transcripts or GED certificate to the WSCC Admissions Office.

(Immediately after your final prerequisite course grades are posted at the institution you are CURRENTLY attending:)

4. Request an official transcript from the institution that you are currently attending to be sent to the WSCC Admissions Office. Be sure this is sent AFTER your final prerequisite course grades are posted.
5. Print and complete the PTA program application. Follow the directions carefully. Do not leave anything blank.
6. Print a student copy of your WSCC transcript. This will assure you that you have been admitted to WSCC and allow you to see which prerequisite courses have been transferred in. Highlight on the WSCC transcript, each prerequisite course, course number, course name, credit hours and highest grade achieved. (List of prerequisites is below.) If you are unable to access and print a WSCC transcript, or if all of your prerequisite courses are not listed in the transfer section of your WSCC transcript, you must complete Step '7' below.
7. (This step is not required if you were able to successfully complete Step 6.) Print student copies of all transcripts that include any prerequisite classes. Please note, the transcript must show the name of the college. This includes prerequisites completed at WSCC. Highlight on each transcript each prerequisite course, course number, course name, credit hours and highest grade achieved. (List of prerequisites is below.) Attach to your PTA application. If you have taken or are currently enrolled in PTA 120 Introduction to Kinesiology, highlight that course as well.
8. Verify with the WSCC Office of Admissions that all official transcripts and other necessary information has been received. If not, contact transfer institutions from which transcripts are missing or submit necessary documents to complete your WSCC Admission file.
9. If your ACT is shown on one of the transcripts, circle the cumulative score. If the ACT score does not appear on your transcript, attach a copy of your ACT score report to your PTA application.
10. Attach a copy of your observation hours to your PTA application. (Retain a copy of your observation hours for your records, hours submitted will not be released.) You may continue to add observation hours to your application all the way up until 8:00 a.m. on June 1st.
11. Before June 1st submit your PTA program application at a weekly application session, to a program advisor, or by mail. ALL information must be included for this packet to be complete. Information will not be accepted via fax – it must be delivered in person or received via mail by the June 1st application deadline date.

Each applicant will be notified by mail if you are accepted into the program. Letters will also be sent to individuals who are not accepted into the program. As no information regarding individual admission status will be given via telephone, please do not call the Admissions or PTA departments to obtain your status.

All Students:

If you are seeking Financial Aid, you must complete all of the FAFSA Application process prior to the published financial aid deadline (usually June 1). If you are admitted to the PTA Program and you fail to meet this deadline, you will be unable to register for classes and access program resources. This will forfeit your place in the class unless alternate payment arrangements are made.

PTA Program Prerequisite Class Listing

Class	Credit Hrs	Class	Credit Hrs
ORI 101*	1	BIO 201	4
ENG 101	3	BIO 202	4
HUM	3	PSY 200	3
SPH 106	3	PSY 210	3
MTH 100	3	HIT 110	3

*WSCC students only. Exempt if transferring in at least 12 credit hours.



2017 Physical Therapist Assistant Program Application

Applications will be accepted from April 1 through June 1, 2017, at 8:00 a.m.

Applications received after the deadline will be considered on a space available basis.

COPIES OF ALL TRANSCRIPTS, ACT SCORE & OBSERVATION HOURS MUST BE ATTACHED.

(Retain copies of each item submitted. Information will not be released from submitted applications.)

Failure to attach required information will result in a one (1) point deduction per item from the applicant's score.

Have you completed each of the following steps? (Prior to APPLICATION to the program, the following must be complete.)

- Yes No WSCC college application submitted to WSCC Admissions Office, declaring PTA as major. A student re-entry application must be submitted to the Admissions Office for any student who has not attended WSCC within the last 2 semesters.
- Yes No Official transcripts from all colleges previously attended submitted to WSCC Admissions.
- Yes No Proof of high school graduation (transcripts) or GED certificate submitted to WSCC Admissions.
- Yes No I have viewed and understand the WSCC Health Division Background Policy (<http://www.wallacestate.edu/programs/health-division>)
- Yes No I have viewed and understand the WSCC Health Division Drug Screening Policy (<http://www.wallacestate.edu/programs/health-division>)
- Yes No Not Applicable If seeking financial aid, submit FAFSA Application by June 1st deadline (www.fafsa.gov) — School Code: 007871

Full Name: Mr. Ms. Mrs.

(Circle the name by which you are called.)

Last Name

First Name

Middle Name

Maiden

Mailing Address _____

Date of Application: _____

City _____

WSCC Student No: _____

State _____ Zip _____

Social Security No: _____

Home Phone: _____

Emergency Contact: _____

Cell Phone: _____

Relationship: _____

Work Phone: _____

Emergency Contact Phone: _____

Email Address: _____

If you are applying to more than one allied health or nursing programs, please list each program in order of preference for admission. If you are selected for admission to more than one of these, you will be admitted to the program most preferred. If you are only applying to PTA, put 'PTA' on line 1.

1. _____ 2. _____ 3. _____

Have you previously been enrolled in any WSCC health care related program? Yes No Which program(s): _____

No

STUDENTS PLEASE COMPLETE THE BELOW INFORMATION:

Grade	Class	Credit Hrs	School Attended	Course Number & Name (If different from listed)
	ORI 101* Orientation to College	1	WSCC only	Exempt if transferring 12+ credit hours.
	ENG 101 English Composition I	3		
	HUM* Humanities/Fine Arts Elective	3		
	SPH 106 Fundamentals of Oral Comm.	3		
	MTH 100 Intermediate College Algebra	3		
	BIO 201 Human Anatomy & Physiology I	4		
	BIO 202 Human Anatomy & Physiology II	4		
	PSY 200 General Psychology	3		
	PSY 210 Human Growth & Development	3		
	HIT 110 Medical Terminology	3		
	PTA 120* Introduction to Kinesiology	3	WSCC only	Must be taken at WSCC.

*See WSCC catalog for additional information on these courses.

If each of the classes above appear on your WSCC unofficial transcript, attach only a student copy of that WSCC transcript. If not, please attach a student copy of each college transcript indicated above to this application. Using a highlighter mark the course name, course number, credit hours, and highest grade achieved for each of the prerequisite courses listed above. You must also submit official transcripts from ALL colleges attended to the WSCC Office of Admissions. Your application is not complete until these official copies are received. It is your responsibility to verify that they have been received and that they include the final course grades for all of your prerequisite coursework.

- Yes No Student copies of college transcripts attached. Yes No Copies of ALL college transcripts are on file at WSCC Admissions.
- Yes No Copy of ACT score attached. Yes No Copy of Observation hours attached. (Retain a copy for your files)

ACT SCORE (18 minimum) _____ Observation Total Hours (24 hours minimum) _____ # of Observation Facilities (2 Min) _____

This application expires June 2, 2017

Student Signature

Date

Mail completed application to:

Physical Therapist Assistant Program
Attn: Alina Adams (#95)
Wallace State Community College
P. O. Box 2000, Hanceville, AL 35077-2000

For official use only:

Date Application Received: _____
Application Reviewer's Initials: _____
Application Complete: Yes No
Additional documentation required: _____

It is the policy of the Alabama Community College System Board of Trustees and Wallace State Community College, a postsecondary institution under its control, and the Physical Therapist Assistant Program, that no person shall, on the grounds of race, color, sex, religion, national origin, disability, sexual orientation, or age, be excluded from participation in, be denied benefit of, or be subjected to discrimination under any program, activity, admission treatment or employment.



Physical Therapist Assistant Program Clinical Experience Documentation Form

(Print a separate form for each facility)

Name of Applicant _____ Facility Name: _____
 WSCC Student #: _____ Facility Address: _____
 Social Security #: _____ City: _____ State: _____
 Phone: _____

The PTA program requires that applicants complete a minimum of 24 quality hours in at least two Physical Therapy Departments. Additional hours beyond the minimum (and up to a maximum of 400 hours) will improve the application score and is recommended. By quality experience we mean actual time spent observing physical therapy patient care, not time spent observing department "down time". Credit should not be given for anything outside of physical therapy patient care activities (i.e., lunch, secretarial duties, videos, time spent with occupational therapy, etc.) Hours of observation must be performed under a Physical Therapist or Physical Therapist Assistant.

Do not use this form to document hours worked as a physical therapy aide. For hours worked as a physical therapy aide have your employer's human resources office print a physical therapy work history and have that form signed by your supervising PT/PTA, or, your supervising PT/PTA can write a letter on company letterhead documenting total work hours.

	DATE	STARTING TIME HR MIN AM/PM	ENDING TIME HR MIN AM/PM	# of Hours (Rounded to the nearest quarter hour)
1.	/ /	:	:	
2.	/ /	:	:	
3.	/ /	:	:	
4.	/ /	:	:	
5.	/ /	:	:	
6.	/ /	:	:	
7.	/ /	:	:	
8.	/ /	:	:	
9.	/ /	:	:	
10.	/ /	:	:	
11.	/ /	:	:	
12.	/ /	:	:	
13.	/ /	:	:	
14.	/ /	:	:	
15.	/ /	:	:	
16.	/ /	:	:	
17.	/ /	:	:	
18.	/ /	:	:	
19.	/ /	:	:	
20.	/ /	:	:	
21.	/ /	:	:	
22.	/ /	:	:	
23.	/ /	:	:	
24.	/ /	:	:	

TOTAL DAYS (This Page)	TOTAL HOURS (This Page)
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I certify that the hours listed above were performed by me in physical therapy. I also certify that these are physical therapy (not occupational therapy) hours and are not being duplicated for any other WSCC health program application. I understand that the WSCC Admissions Committee may verify this document for authenticity and realize that falsification of this document will result in my application to the PTA Program being withdrawn from consideration.

 Student Signature Date

I certify that the hours listed above were spent under my supervision or the supervision of one of my licensed physical therapy coworkers and involve the observation of direct physical therapy patient care. **If this sheet is not completely filled in, I have placed my initials beside the final hour(s) completed.**

 Supervising Therapist Signature License # Date