Roane State Community College
Occupational Therapy Assistant Program (OTA)

General Admissions Information

All applicants must follow the procedures below to be considered for admission to the OTA program.

1. Apply and be admitted to Roane State Community College

2. Meet the minimum academic requirements for Allied Health Science degree programs as outlined below:

   - Students **under** 21 years of age must attain a composite score of 20 or above on the ACT taken within the last 3 years OR attain a GPA of 2.50 or better after completion of at least 9 semester hours of general education courses required for the OTA program prior to the published application deadline.
   - Students **21 years of age or older** must attain a GPA of 2.50 or better after completion of 9 hours of general education courses required for the OTA program prior to the published application deadline. These requirements are listed in the college catalog under the OTA program.
   - Complete any required learning support courses

3. Complete the electronic AHS application located under the Student tab in RaiderNet by the published application deadline.

4. Complete 8 hours of observation in **each** of two different practice settings (total of 16 hours).

   - Practice settings may include inpatient hospital, outpatient, school systems, long-term care facilities, assisted living centers, or any other facility that offers occupational therapy services
   - Applicants are responsible for identifying and contacting the facility to schedule observation hours
   - The supervisor must be an occupational therapist (OT) or occupational therapy assistant (OTA) with a **minimum of one year of experience**
   - The supervisor may not be related to the applicant
   - Observation hours should not be completed in a facility where the applicant has been employed
   - Provide the supervisor with the Occupational Therapy Assistant Program Recommendation Form

**Note:** the OTA program does not maintain a list of sites for observation hours.
5. Submit the recommendation forms by the published application deadline. Forms must be **scanned** and sent electronically to hsnadmissions@roanestate.edu. Include the words “OTA Recommendation” and the first and last name of the applicant in the subject line.

- Incomplete recommendation forms will not be considered
- Recommendation forms submitted after the published deadline will not be considered
- Do **not** fax, mail, or hand-deliver recommendation forms

6. Applicants must be able to meet the Core Performance Standards outlined on the Occupational Therapy Assistant program website.

7. Up to 60 total applicants will be invited to interview based on preliminary point rankings. Final rankings following the interview component will determine the class selection.

8. Notification of status (acceptance or denial) will be sent through RaiderNet email only.

9. Status emails are expected to be sent by the end of the first full week in May.

10. Applicants selected for the OTA program must confirm their acceptance per directions in the status email. Failure to respond by the published deadline will result in forfeiture of position in the incoming class.

11. Applicants who are not admitted and choose to reapply for the next academic year must resubmit all program applicant materials (AHS electronic application and recommendation forms).
Occupational Therapy Assistant Admissions Point System

Part 1. Preliminary point ranking of applicants for students over 21 or students under 21 with 9 or more completed college hours for general education requirements listed in the OTA Degree Plan

There are 30 possible preliminary points. Preliminary points are awarded for:

- the number of general education hours completed toward the OTA degree plan by the end of the fall semester preceding the application deadline;
- the applicants’ GPA for the completed general education courses required in the OTA degree plan and;
- the average ratings on recommendation forms submitted by OT or OTA supervisors for the applicants’ observation/volunteer hours
- Additionally, applicants may earn points for earning grades of a B or an A in BIOL 2010 and BIOL 2020. Note: these points are only awarded for B’s or A’s earned on the first attempt in the course. Repeating BIOL 2010 and/or BIOL 2020 may increase the student’s GPA standing, but will not result in new or additional bonus points.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Description</th>
<th>Points Breakdown</th>
<th>Maximum Points</th>
</tr>
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</table>
| Hours completed   | Number of general education credit hours completed toward the OTA degree plan | 14 - 20 hrs. – 2 pts.  
9 - 13 hrs. – 1 pt.                                                                 | 2              |
| GPA               | Calculated on general education courses that are  
1) required by the OTA degree plan and 2) completed by the end of fall semester preceding application deadline | 3.75 - 4.0 – 12 pts.  
3.5 – 3.74 - 10 pts.  
3.25 – 3.49 – 8 pts.  
3.0 – 3.24 – 6 pts.  
2.75 – 2.99 – 4 pts.  
2.5 – 2.74 – 2 pts.  
Below 2.5 – not eligible | 12             |
| Recommendations   | Ratings from two OT or OTA supervisors are averaged | Time management - 0 – 2 pts.  
Professionalism - 0 – 2 pts.  
Interpersonal skills - 0 – 2 pts.  
Knowledge of OT - 0 – 2 pts.  
Overall - 0 – 4 pts. | 12             |
| Other             | Earned A or B in first attempt in BIOL 2010 and/or BIOL 2020 | A – 2 pts.  
B – 1 pt. | 4              |
Part 1. Preliminary point ranking of applicants for students under 21 with fewer than 9 or more completed college hours for general education requirements listed in the OTA Degree Plan

There are 30 possible preliminary points. Preliminary points are awarded for:

- ACT scores
- the average ratings on recommendation forms submitted by OT or OTA supervisors for the applicants’ observation/volunteer hours

<table>
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</table>
| ACT scores        | Composite score on ACT taken within last 3 years for applicants under 21 years of age who have not completed 9 college hours | 28 or higher – 18 pts.  
26 – 27 – 15 pts.  
24 – 25 – 12 pts.  
22 – 23 – 9 pts.  
20 – 21 – 6 pts.  
below 20 – not eligible | 18                          |
| Recommendations   | Ratings from two OT or OTA supervisors are averaged                          | Time management - 0 – 2 pts.  
Professionalism - 0 – 2 pts.  
Interpersonal skills - 0 – 2 pts.  
Knowledge of OT - 0 – 2 pts.  
Overall - 0 – 4 pts. | 12                          |

Part 2. Applicant interviews

Up to 40 qualified and eligible Oak Ridge cohort and up to 20 East TN Alliance Distance Education cohort applicants will be invited to interview based on preliminary point rankings. Please review the following information carefully about the interview process:

- Invitations to interview will be sent through RaiderNet email only
- Interview invitation emails are expected to be sent by April 15th
- Candidates must confirm the interview per directions in the invitation email
- Interviews are expected to last for ~1.5 hours
- Interviews are held on the Oak Ridge campus
- Interviews are expected to be held during the third and fourth weeks of April
- Interview points will be added to preliminary points
- The class will be selected from applicants who participate in the scheduled interview
There are 60 possible interview points. See summary below:

<table>
<thead>
<tr>
<th>Components</th>
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<th>Criteria</th>
<th>Maximum Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal interview</td>
<td>Applicants will be interviewed by a COTA/L and 2nd year OTA student</td>
<td>Professionalism, communication, self-knowledge, overall recommendation</td>
<td>20*</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*averaged</td>
<td></td>
</tr>
<tr>
<td>Group activity and discussion</td>
<td>In small groups, applicants will participate in goal-directed activity and/or discussion</td>
<td>Interpersonal skills, teamwork, creativity, problem solving, flexibility, participation, verbal communication, insight</td>
<td>20*</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*averaged</td>
<td></td>
</tr>
<tr>
<td>Written reflection</td>
<td>Submission of a timed, written reflection of the interview experience</td>
<td>Self-reflection, analysis, written communication</td>
<td>10*</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*averaged</td>
<td></td>
</tr>
<tr>
<td>Faculty recommendation</td>
<td>Independent ratings of OTA faculty</td>
<td>Highly recommend – 10 pts. Recommend – 5 pts. Do not recommend – 0 pts.</td>
<td>10*</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*averaged</td>
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</tbody>
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Updated January 2016