



OCCUPATIONAL THERAPY DEPARTMENT ADMISSION POLICY

Mount Mary University's Occupational Therapy Program offers two entry level tracks designed for individuals with a bachelor's degree in any field who want to become a certified (registered) occupational therapist (OTR). Students can choose the Master of Science (M.S.) in Occupational Therapy Program or the entry-level Occupational Therapy Doctoral Degree Program (OTD). The submission of application materials will be for consideration of admission to **either** the Master's program **or** the OTD program. All admitted students will have the option of choosing their track. While the department will request that students provide early indication of the intended option, final selection will not be required until the second semester of the program. A maximum of **48 students** will be admitted to begin the program(s) in the fall semester.

Beginning July 21, 2022, all students wishing to apply to the program will be directed to use the Occupational Therapy Centralized Application Service (OTCAS). All application materials are submitted directly into the OTCAS system and all documents and instructions are found within the system (<https://otcas.liasoncas.com>)

*Any current Mount Mary University undergraduate student can contact the Graduate Admissions office (mmu-gradinfo@mtmary.edu) for guidance in application steps.

ACADEMIC PREPARATION/ PREREQUISITE COURSES

Occupational therapy is based on the foundation of communication skills, behavioral science, and biological science. The following prerequisite courses are considered indicators for successful completion of higher-level courses within the occupational therapy curriculum. For example, a student attaining a grade of BC or better in Physiology will be prepared to successfully complete OCT 536: Neuroscience for Rehabilitation. A student **must** demonstrate adequate preparation for courses in the major by meeting the following academic standards:

Prerequisite Course	Grade Requirement
Behavioral Science	
• Introductory Psychology	B
• Developmental Psychology (Must be a lifespan course. Child Psychology alone will not meet this requirement)	B
• Psychopathology/Abnormal Psychology	B
• Cultural Anthropology or Introductory Sociology	B
Biological Science	
• Human Anatomy	BC
• Human Physiology	BC
• Medical Terminology	B
Foundational Skills	
• College Composition II	B
• Statistics	B
• Oral Communication/Public Speaking	B
• Physics	BC
• Orientation to Occupational Therapy*	B

*The Orientation to Occupational Therapy course or equivalent is highly preferred by the admission committee and completion will provide applicants additional points in the application scoring process. While the course is not required for inclusion in the application process, students gain knowledge and understanding that may allow for greater insight when completing application materials.

A person who is taking prerequisite courses at other institutions is strongly encouraged to request guidance about which courses will transfer as equivalent to prerequisite requirements. Some courses may not meet the requirements for transfer, therefore pre-approval is encouraged. Additionally, all students must maintain a cumulative grade point average (GPA) of 3.0 or above (based on a 4.0 point grade system). The last 60 credits earned at all colleges attended will be calculated to determine recent academic history (GPA) and eligibility.

Note: Courses that are older than 10 years will not be transferred and must be repeated. Students may retake a prerequisite course **one time** in order to meet a prerequisite grade requirement. If the specified prerequisite grade is not attained upon one retake, a student is no longer eligible for admission to the occupational therapy program.

English Language Learners Applicants

Applicants who are English Language Learners (ELL) need to meet established criteria for acceptance into the occupational therapy program. ELL applicants must submit official Test of English as a Foreign Language (TOEFL) scores as part of the application process. TOEFL scores will not be accepted if older than two years. The occupational therapy program follows the National Board for Certification in Occupational Therapy (NBCOT) guidelines in determining minimum TOEFL scores. This includes:

- Total score: 89 with the following minimum section requirements:
- Reading: 18
- Speaking: 26
- Listening: 21
- Writing: 24

The program will also accept International English Language Testing System (IELTS) scores in lieu of TOEFL scores. However, the student must meet the equivalent scores to the TOEFL in order to demonstrate proficiency for admission. Applicants who have earned a bachelor's degree from an accredited U.S. college or university are waived from submitting TOEFL scores.

SUBMISSION OF APPLICATION MATERIALS

Personal skills of problem solving and communication are necessary for occupational therapy practice. Problem solving skills include the ability to identify difficulties and generate solutions. Communication includes the ability to interact effectively with others and show empathy for persons who have illness or disability. The attitudes of altruism and integrity are foundations for developing professional ethical standards. These attitudes include demonstrating genuine interest in helping others and being honest about oneself and others. A student must demonstrate adequate personal skills for the program by completing the following application materials.

- Application narrative
- Two recommendation forms
- Four hours of shadowing a registered occupational therapist (Form A Verification and Form B Reflection)
- Ten hours of human service (Form A Verification and Form B Reflection)

Lack of honesty in relation to academic or personal preparation will result in the applicant being ineligible for admission.

Application materials may not be older than **two years**. Completed applications will be reviewed for an admission decision at the next scheduled application review date, which is held every January (following the January 15th application materials due date). Applications are scored by a committee using a point system

(explained below). Qualified applicants will be admitted to a cohort group **only if space is available**. If capacity is reached, a limited waitlist will be started and waitlisted applicants can request to be reviewed again at the next application review date if no seat becomes available. An application may be considered a maximum of **two times**. Any applicant not admitted after two readings will be considered ineligible for admission.

If all seats are not filled after the January reading then a rolling admission will be considered for additional applicants up until the start of the fall semester.

DETERMINING RANK ORDER FOR ADMISSION

A point system will be utilized to rank applicants. The Occupational Therapy Department Admissions Committee reviews admission materials and assigns points based on a rubric. Points are awarded based on performance in academic preparation and personal preparation. For example, point considerations may include, but are not limited to:

- Applicants with a higher grade point average receive more points than applicants with a lower grade point average.
- Applicants whose narrative and reflection statements show personal insight, professional writing ability, and understanding about occupational therapy receive more points.
- Applicants with strong performance in prerequisite courses (without retakes) receive more points.
- Applicants who have completed courses at Mount Mary University receive additional points, with more points awarded for higher course credit totals completed at Mount Mary.

If two applicants receive the same amount of points, the overall GPA on the last 60 credits earned will be used to determine the rank order.

A cohort of up to 48 students will be admitted to begin the program(s) each fall (August). The accepted students will be comprised of those with an intention to complete the entry level M.S. or the entry level OTD. The numbers in each group will represent student preference/choice and will not be determined in advance. The rank order will not be impacted by M.S. or OTD program intention and all applicants will be assessed using the same criteria.

Applicants will be notified via mail or email once admission decisions are complete. Applicants will also be notified about their admission status in the occupational therapy program as one of the following:

- Full Acceptance
- Acceptance on Conditional or Probationary Status (conditional on completing specific criteria successfully)
- Waitlisted (limited numbers of applicants will be waitlisted)
- Denied due to failure to meet criteria for admission
- Denied due to capacity (waitlist is full – can request to be reconsidered for admission to a cohort group the following year)

Questions regarding the application process and admission to Mount Mary University's Occupational Therapy Program can be directed to the O.T. Department at 414-930-3059 or mmu-ot@mtmary.edu or the graduate admissions office at 414-930-3049 or mmu-gradinfo@mtmary.edu.

Accreditation

The entry-level occupational therapy master's degree program is **accredited** by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 6116 Executive Boulevard, Suite 200, North Bethesda, MD 20852-4929. ACOTE's telephone number c/o AOTA is (301) 652-AOTA and its Web address is www.acoteonline.org. Graduates of the program will be eligible to sit for the national certification examination for the occupational therapist administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be an Occupational Therapist, Registered (OTR). In addition, all states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. Note that a felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.

The entry-level occupational therapy doctoral degree program has applied for accreditation and has been granted **Preaccreditation Status** by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 6116 Executive Boulevard, Suite 200, North Bethesda, MD 20852-4929. ACOTE's telephone number c/o AOTA is (301) 652-AOTA and its web address is www.acoteonline.org. The program must complete an on-site evaluation and be granted Accreditation Status before its graduates will be eligible to sit for the national certification examination for the occupational therapist administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be an Occupational Therapist, Registered (OTR). In addition, all states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. Note that a felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.