



OCCUPATIONAL THERAPY ASSISTANT APPLICATION

One Stop Student Services - onestop@cw.edu – 208.562.3000 phone – 888.562.3216

PO Box 3010 – Nampa, ID 83653 – cw.edu

This form is used to apply for admission to the Associate of Applied Science in Occupational Therapy Assistant (OTA) Program. Students interested in the program must first apply for admission to the College of Western Idaho (CWI) and will be admitted as Health Science majors. Admission as a Health Science major does not guarantee admission to the OTA Program. Each fall semester fifteen (15) students are admitted to the program. Candidates not admitted to the fall cohort may be placed on an alternate list for admission in the event an opening occurs in that same cohort. If not admitted, applicants must reapply each year.

COLLEGE OF WESTERN IDAHO - OCCUPATIONAL THERAPY ASSISTANT PROGRAM APPLICATION (OTA-AAS)

LAST NAME		FIRST NAME	M.I.	CWI STUDENT ID		
ADDRESS			CITY	STATE	ZIP	CWI EMAIL
PHONE NUMBER (INCLUDING AREA CODE)				OTHER PREVIOUSLY USED NAMES		

APPLICATION INSTRUCTIONS

You must read and follow all steps to ensure a complete application. Only complete applications will be reviewed. Applications for the Fall 2021 program start are accepted from January 1st, 2021 through the application deadline of April 15th, 2021. No applications will be accepted after the deadline.

It is strongly recommended that you complete these steps *at least* a month prior to the Occupational Therapy Assistant program application deadline to ensure that all requirements are met.

STEP 1: APPLY TO THE COLLEGE OF WESTERN IDAHO

- Apply for **CWI Admission** and claim Health Sciences as your major. <https://apply.cwi.edu/application/create>
- Request **Official Transcripts*** to be sent by college of origin to: One Stop Student Services, MS 3000, P.O. Box 3010, Nampa, ID 83653
- If you have completed a Bachelor's or Master's degree, complete the **Bachelor's Degree Transfer Credit Request Form** and submit it to One Stop Student Services.

STEP 2: APPLY TO THE OCCUPATIONAL THERAPY ASSISTANT PROGRAM

- Complete the **OTA Program Application**. Your signature on the final page of the application acknowledges required attendance at the Applicant Information Session.
- Two professional references written on the **CWI OTA Professional Reference Form**. Professional references must be from a supervisor, manager, teacher, or co-worker.
- Enclose a copy of **Unofficial Transcripts** with all pre- and co-requisite courses and previous degrees highlighted.
- Complete the **Course Credit Verification Form** for all courses currently in progress.

- Include verification of completion of observation hours. Please note that the student has 3 options for completing this requirement. See OTA Student Handbook for more details.
- Submit an untimed writing sample of no more than 500 words answering one of the following questions: 1. Describe how participation in chosen occupations has had a positive impact on your life, or, 2. Describe how the inability to participate in chosen occupations has had a negative impact on your life. **Please note** that if the applicant completes the online modules for the observation requirement, he or she does not have to submit an untimed writing sample.

*If you are a degree-seeking student, official transcripts (high school, GED, or college/university) are required as part of the admission process. If you have attended another college or university, you may be able to use previous coursework to fulfill applicable prerequisite requirements.

STEP 3: PREREQUISITES & COREQUISITES

Prerequisites: To be eligible to apply to the OTA Program, you must have completed the following prerequisite courses with a grade of “C” or higher. Prerequisite courses must be completed prior to entering the program. If you are currently enrolled in a prerequisite class you may still submit an application; however, you must complete the course with a grade of “C” or higher. If the courses were taken elsewhere, completion of these courses is verified by the submission of your official transcripts. Course equivalencies are determined by the CWI Registrar’s Office. Courses will be verified by CWI staff and faculty. Please make sure all of your credits appear on your transcript. This can be verified by logging into myCWI and viewing your unofficial transcript in the Student Planning tool.

***Co-requisites:** For optimal consideration when applying, it is recommended that you complete as many of the courses listed below as possible. Courses must be completed with a grade of “C” or higher. Because the OTA Program is competitive entry, the more courses you have completed at the time of application, the more competitive your application will be. However, while you might wish to take the co-requisite courses below to gain additional application points, you are not required to complete these courses prior to application. Co-requisite courses may be taken once the student is admitted to the program.

PREREQUISITES	SCHOOL	YEAR	COURSE # AND TITLE (if taken elsewhere)	Credit Hours	Grade
HLTH 101: Medical Terminology (previously ALLH 101)					
ENGL 101: English Composition					
PSYC 101: Intro to Psychology					
BIOL 227: Anatomy and Physiology I					
BIOL 227L: Anatomy and Physiology Lab I					
BIOL 228: Anatomy and Physiology II					
BIOL 228L: Anatomy and Physiology Lab II					
COMM 101: Fundamentals of Oral Communication					
GEM 3: Math*					

STEP 4: OTHER REQUIRED MATERIALS

- Understand that attendance of the OTA Program Information Session in April is mandatory of all program applicants.

Submit a timed writing sample that will be completed at the OTA Program Information Session in April.

STEP 5: SIGN THIS APPLICATION

I certify that all the information provided in this application is true and correct to the best of my knowledge. I understand that falsification of information is cause for denial of admission/expulsion. Illegal use, possession, and/or misuse of drugs and/or a felony conviction may prevent me from obtaining employment as an occupational therapy assistant.

STUDENT SIGNATURE DATE

I understand that as part of the application process, I am required to attend a mandatory program overview held in late April in the Occupational Therapy lab, located in the Ada County Campus Quail Building, at 1450 S. Eagle Flight Way, Boise ID 83709

STUDENT SIGNATURE DATE

STEP 5: SUBMIT THIS APPLICATION

Submit application and all other required elements in a large sealed envelope to CWI prior to April 15th, 2021 at 4:00 p.m. Write your name and "Occupational Therapy Assistant Application" on the envelope. DO NOT staple any documents within your application. Special folders and/or binders are not recommended as they only make it more difficult and cumbersome to process your application.

Letters of recommendation can either be included in your submission packet or mailed directly from the reference professional. If letters are included in the submission packet, they must be in a sealed envelope with the author's signature across the seal. Letters of recommendation are confidential and applicants are not allowed access to them.

Mail to One Stop Student Services, College of Western Idaho, P.O. Box 3010, Nampa, ID 83653. Application packets can also be hand-delivered to any One Stop location on the Ada County Campus, Canyon County Campus, or The Micron Education Center in Nampa. Your hand-delivered submission will be date and time stamped and a receipt of submission will be given to you.

NO ADDITIONAL MATERIALS WILL BE ACCEPTED TOWARD YOUR APPLICATION AFTER PACKET SUBMISSION