



School of Occupational Therapy
P.O. Box 425648
Denton, TX 76204-5648
940-898-2801 Fax 940-898-2806

Dear MOT Applicant:

Thank you for requesting an application packet for the Master of Occupational Therapy (MOT) program. You have selected a program that is nationally recognized as one of the best. TWU has been graduating occupational therapy practitioners since 1947 and is the largest school of occupational therapy in the nation. With programs on the Dallas, Houston, and Denton campuses, the TWU School of Occupational Therapy is close to resources throughout the state of Texas and is invigorated by more than 25 full time faculty members with diverse areas of expertise and a strong commitment to teaching.

Enclosed you will find the following application materials:

- Instructions for online application for Graduate Admission at Texas Woman's University
- Application for the Master of Occupational Therapy program
- Plan To Complete Prerequisites
- Prerequisite information
- Applicant Recommendation Form and letter of instruction for supervisor
- Description of the Master of Occupational Therapy Program

The School of Occupational Therapy <http://www.twu.edu/occupational-therapy> uses a student-managed application process. You are responsible for obtaining official transcripts from all colleges and universities attended and including them with your application. By providing your own transcripts, you will be assured that your application process is not delayed for problems with receiving transcripts in a timely fashion.

Texas Woman's University's Master of Occupational Therapy program is accredited by the Accreditation Council of Occupational Therapy Education (ACOTE). Successful completion of the program allows the graduate to apply for the certification examination given by the National Board for Certification of Occupational Therapy (NBCOT). This examination serves as the licensing examination for most states. Please note that NBCOT may deny an individual's application to take the exam if he or she has a criminal felony conviction.

Please feel free to contact me at 940-898-2801 if you have any questions. We look forward to receiving your application. If you wish to obtain a catalog, contact the Office of Admissions at 940-898-3188. You can also visit the TWU website, <http://www.twu.edu/occupational-therapy>, for more information. The catalog is available online at <https://www.twu.edu/gradschool/graduate-catalog.asp>.

Sincerely yours,

Catherine Candler

Catherine Candler, PhD, OTR, BCP
Director, School of Occupational Therapy
Texas Woman's University

*ACOTE
PO Box 31220
Bethesda, MD 20824-1220
301-652-2682

THE MOT APPLICATION PROCESS

Students are admitted to the Dallas and Houston locations once a year in the fall semester. Applications are accepted year round for fall entry, but must be postmarked by **October 15** for assured consideration for entry in the subsequent fall semester.

REQUIREMENTS

- Completed online application to Texas Woman's University Graduate School
- Completed School of Occupational Therapy application packet
- Baccalaureate degree completed by time of enrollment
- Overall grade point average of 3.0 calculated on last 60 credit hours before completion of baccalaureate degree, overall grade point average of 3.0 on 12 graduate credit hours, if applicable.

Please note that undergraduate courses completed after the bachelor's degree are not considered as part of the undergraduate grade point average.

- Completion at the time of application of a minimum of 7 credit hours of prerequisite courses for the MOT program, four hours in the biological sciences and three hours in the behavioral sciences with an overall grade point average of 3.0. The remainder of [prerequisite courses](#) must be completed prior to enrollment in the program. Additional information concerning prerequisite courses is on page 3 of the application.
 - *Math Sciences*
 - Elementary Statistics
 - *Biological Sciences*
 - Anatomy & Physiology I
 - Anatomy & Physiology II
 - *Behavioral Sciences*
 - Developmental Psychology
 - Abnormal Psychology
 - *Other*
 - Medical Terminology
- Submitted plan to complete all prerequisites prior to enrollment (form is included).
- Overall grade point average of 3.0 on prerequisite courses completed for the MOT program.
- Recommendation Form completed by a licensed occupational therapist who can document a minimum of 20 contact hours of supervised observation with that individual therapist.
- International students:
 - Must submit documentation of all coursework completed outside the United States to the TWU Office of International Education for review. External review is not required.
 - Students for whom English is not the primary language of their home country, must satisfy the university's minimum TOEFL score (see www.twu.edu). International students may contact the Office of International Education directly at 940-898-3048 for more details.

SELECTION PROCESS

- The Occupational Therapy Admissions Committee reviews all complete application packets. Individuals from this group are selected and invited to attend an on-campus interview at either the Houston Campus or the Dallas Campus. During the time on campus, prospective students are asked to complete a writing task, and interview with faculty and area clinicians. Applicants will also have the opportunity to interact with students already in the program during this process.

- The Admissions Committee meets approximately two weeks after the interview. Students are recommended for acceptance on the basis of academic proficiency, ratings by clinical supervisor and interviewers, and ability to communicate well in writing. All applicants are notified in writing as to acceptance status.

IF ACCEPTED INTO THE MOT PROGRAM PROOF OF IMMUNIZATION RECORD AND A BACKGROUND CHECK WILL BE REQUIRED.

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 most states require licensure in order to practice. A felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.

INSTRUCTIONS FOR SUBMITTING APPLICATION

Step 1: Apply to the Graduate School at Texas Woman's University

Navigate online to www.twu.edu/admissions/ to begin the process. Applications will not be processed by the School of Occupational Therapy without Graduate School application.

Step 2: Complete 20 volunteer hours under the supervision of an occupational therapist

Contact an occupational therapist and arrange for 20 hours of observation of occupational therapy practice under his or her supervision. Present the occupational therapist with the enclosed recommendation form and instruction letter. As indicated in the instruction letter provide the supervising therapist with an envelope for the recommendation form to be sealed and signed. You will submit this with your application packet. Note – The School of Occupational Therapy does not refer applicants to specific clinical sites or therapists for observation hours. This choice is the responsibility of the applicant. Typically occupational therapy practitioners are glad to provide this service to persons interested in joining the profession.

Step 3: Obtain two sets of official transcripts from all institutions of higher education attended

Official transcripts only are accepted. Be certain to include all post-secondary colleges/universities attended. Missing transcripts may delay or prevent processing of your application.

Step 4: Complete the *Plan for Completion of Prerequisites* form

Attach copies of course descriptions of prerequisites taken at schools other than TWU. Include course descriptions of courses completed and courses planned. Do not leave any blanks on this form. To verify whether a course meets prerequisite requirements contact the School of Occupational Therapy admissions secretary at 940-898-2801 or lspratling@twu.edu.

Step 5: Apply to the School of Occupational Therapy

Complete the enclosed *Master of Occupational Therapy Application* form.

Step 6: Mail your application packet

Place all application materials (listed below) in a 9" x 12" envelope

_____ Graduate School application completed online (no paper mail in)

_____ Sealed & signed envelope containing the MOT Applicant Recommendation form completed by a licensed occupational therapist who can document a minimum of 20 contact hours of supervised observation

_____ Two sets of official transcripts from all colleges and universities attended

_____ Plan for Completion of Prerequisites with course descriptions

_____ Master of Occupational Therapy Application

_____ Mail to:

Texas Woman's University
School of Occupational Therapy
PO Box 425648
Denton, TX 76204-5648

Prerequisites for MOT program at TWU

Prerequisite courses may be taken at any accredited school, including area community colleges, as long as essential content is met. It is not necessary that the course title be the same as below; it is the course content/description that is the critical issue. ***Courses not taken at TWU should be pre-approved prior to application to the program. For evaluation and approval of courses taken outside TWU please contact our Admissions Secretary at (940) 898-2807 or ot@twu.edu.***

Mathematical Sciences:

Elementary Statistics (3 semester credit hours) Frequency distributions; graphical representation, measures of central tendency and dispersion; normal curve; hypothesis testing/confidence intervals. **TWU: Math 1703.**

Texas Common Code: MATH 1342 Elementary Statistical Methods

Biological Sciences:

Human Anatomy and Physiology (4 – 8 semester credit hours) Functional anatomy of the muscular and nervous system, and physiology of major human organ systems. Lecture/lab (nervous system not required) **TWU: Zool 2033/2031** Note: Some colleges offer separate courses in anatomy and physiology. Some offer A & P as a combined course within one semester. These alternatives usually satisfy the A & P requirement.

Texas Common Code: BIOL 2401/2402 Anatomy & Phys. I/Anatomy & Phys II

Behavioral Sciences:

Developmental Psychology (3 semester credit hours) Development of personality and learning across the life-span. **TWU: Psych 1603** (General Psychology is usually a prerequisite to Dev. Psych).

Texas Common Code: PSYC 2312 Human Development or PSYC 2314 Lifespan Growth & Dev.

Abnormal Psychology (3 semester credit hours) Study of psychopathology including mood disorders and psychotic behavior, defenses, and abnormality in relationship to normal behavior. **TWU: Psych 2513** (General Psychology is usually a prerequisite to Abnormal Psych).

Other:

Medical Terminology (3 semester credit hours) A systems approach to the language of medicine, including the analysis and utilization of word roots, combining forms, prefixes, suffixes, and medical terms; emphasis on written and spoken medical vocabulary **TWU: HS 3033**

These courses must be completed prior to beginning any MOT courses. It is not necessary that they all be completed prior to the application process. However, at least 4 credit hours of Biological Sciences and 3 credit hours of Behavioral Sciences must be complete at the time application is made. Essential content is identified along with the specific courses available at TWU and the equivalent course code.

PLAN TO COMPLETE PREREQUISITES – Dallas/Houston MOT

Course descriptions of the prerequisite courses offered at Texas Woman's University Denton campus are printed on page 3. You can use these descriptions to help determine if the courses you have taken at other schools meet the requirements. For evaluation and approval, the Admissions Committee makes the final decision. Attach to this form the course descriptions for the courses you have completed, and for those you plan to complete. Be sure to post grades received for all completed prerequisites. (Some schools offer coursework in different lecture/lab organization than outlined below. If this applies to you, please indicate below as appropriate).

To apply for admission to the MOT program at TWU, applicant **must** have completed, before application is submitted, at least 4 credit hours in the Biological Sciences and 3 credit hours in the Behavioral Sciences listed below. Remaining prerequisites must be completed prior to entering MOT program.

<u>Course</u>	<u>Course Prefix & Number</u>	<u>School</u>	<u>Semester/Year</u>	<u>Credit Hours</u>	<u>Grade</u>
<u>Mathematical Sciences</u> Elementary Statistics					
<u>Biological Sciences</u> Anatomy & Physiology I					
Anatomy & Physiology II					
<u>Behavioral Sciences</u> Developmental Psychology (across the life span)					
Abnormal Psychology					
Medical Terminology					



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Dear Occupational Therapist:

This letter is to request your assistance with the selection of students for the occupational therapy program. As part of the application process, prospective students are required to spend a minimum of 20 hours of observation under the supervision of a registered occupational therapist. The applicant must have the attached recommendation form completed by an OTR with whom the applicant has volunteered. We prefer that the experience offer opportunity for the applicant to interact with patients. We request that a single OTR take responsibility for supervising and rating the applicant. Applicants are not permitted to supply additional recommendations.

Attached you will find the form with which to rate the applicant's performance. Your comments will be held in confidentiality. The applicant is to supply you with an envelope in which to place the completed and signed form. Please provide all requested information, sign the form, place it in the envelope, seal it, and sign across the seal. The applicant will include this sealed envelope with the application and other required forms.

We thank you for your willingness to assist in the process of selecting occupational therapy students who will be an asset to the profession.

Sincerely,

Catherine Candler

Catherine Candler, PhD, OTR, BCP
Director, School of Occupational Therapy
Texas Woman's University

RATING SCALE: (circle the number closest to your impression of the applicant)

SA=Strongly agree/5 A=Agree/4 NO=No opinion/3 D=Disagree/2 SD=Strongly disagree/1

Comments are encouraged as you see fit, and are requested if you circle 1 or 2.

	SA	A	NO	D	SD
1. Demonstrates good listening skills. Comments:	5	4	3	2	1
2. Communicates effectively with clients and staff. Comments:	5	4	3	2	1
3. Exhibits adaptability and flexibility. Exhibits common sense. Comments:	5	4	3	2	1
4. Demonstrates appropriate affects, interest and attentiveness are engaged. Comments:	5	4	3	2	1
5. Demonstrates effective interpersonal skills. Relates appropriately to clients and staff. Comments:	5	4	3	2	1
6. Shows dependability/ reliability/ promptness. Comments:	5	4	3	2	1
7. Relates well to person in authority. Comments:	5	4	3	2	1
8. Follows directions well. Asks questions for clarification. Comments:	5	4	3	2	1
9. Appearance is appropriate to the setting. Comments:	5	4	3	2	1
10. Would you be willing to have this applicant return?	YES	NO			

