We are no longer accepting applications to this program for Fall 2010. This packet is for informational purposes only.

OCCUPATIONAL THERAPY ASSISTANT (Accelerated Option)
ADMISSION APPLICATION PACKET FALL 2010

Thank you for your interest in the Occupational Therapy Assistant Program (Accelerated Option) for Fall 2010. This application packet contains important information about admission requirements, the admission process, and program requirements.

Here are the Steps that must be followed to successfully apply to the program:

STEP 1: READ THE INFORMATION IN THIS PACKET
Please read all of the information in this packet carefully and follow all instructions. Admission to the Occupational Therapy Assistant Program (Accelerated Option) is highly competitive and has a selective admission process. It is your responsibility to assure that you accurately understand the information in this packet and follow it accordingly.

STEP 2: COMPLETE ALL ADMISSION CHECKLIST REQUIREMENTS
The Admission Requirements Checklist in this packet details admission requirements and other important information. You must complete all checklist items for your application to be considered complete and ready for review. Please note that it is the applicant’s responsibility for assuring that the application is complete and received. If any of the required items are incomplete/missing when you submit your application material, your application will not be processed (i.e. reviewed). We will mail it back to you.

STEP 3: SUBMIT YOUR COMPLETED APPLICATION
We will begin taking completed applications on September 28, 2009. All completed applications received by close of business on February 8, 2010 will be reviewed for potential acceptance to the program. While completed applications may be considered under the same procedure after this date because space remains available in the program or waitlist, there is no guarantee of such consideration. Applicants who submit completed applications between September 28, 2009 and February 8, 2010 will receive written notification of an admission decision in a letter postmarked by April 2, 2010. If offered admission, a non-refundable $100.00 deposit will be required to secure your acceptance to this Program.

- **Walk-in Submission**
  We strongly recommend that you submit your items in person so that we can review them with you to make sure that your application items are complete.

- **Mail-in Submission**
  As stated above, it is the applicant’s responsibility for assuring that the application is complete and received. You can mail the items to us (see the NSCC application form for address). However, if any of the required items are incomplete/missing when you submit your application material, your application will not be processed. We will mail it back to you.
ADMISSION REQUIREMENTS CHECKLIST
OCCUPATIONAL THERAPY ASSISTANT PROGRAM (Accelerated Option)

INSTRUCTIONS (Page 1 of 2): The last Column of this form is to be completed by the applicant. It identifies the admission requirements for this program.

<table>
<thead>
<tr>
<th>Checklist Item</th>
<th>Important Information</th>
<th>Applicant: initial below when complete (NOTE: Requirements are considered incomplete if in progress, scheduled, or requested)</th>
</tr>
</thead>
</table>
| Course Requirements Form:             | Complete the Course Requirements Form included in this packet. On this form, you will need to provide details on the successful completion of ALL of the following courses in the past (no time limits); OR provide information on how this requirement will be completed by July 31, 2010:  
  • Composition 1  
  • Composition 2 Elective  
  • Anatomy and Physiology 1  
  • Anatomy and Physiology 2  
  • Introduction to General Psychology  
  • Human Growth and Development (must cover life span from birth to death)                                                                 | Initial:                                                                                                                                                   |
| TEAS Exam: (taken within last 5 years) | The exam must be taken at NSCC. Applicants are limited to two attempts within a year; regardless of the program to which they are applying. Although there are no minimum required scores, each of the following sections must be taken: Reading; English; Math; and Science.                                                                 | Initial: See the TEAS Policy and procedure document in this packet for study/preparation information                              |
| Communications and Math Proficiency   | There are many ways to demonstrate this, including but not limited to: placement testing, by course work here or at another College, SAT scores, and some Entrance Exams. For details visit http://www.northshore.edu/includes/programs/basic.html | Initial:                                                                                                                       |
| NSCC Application for Admission        | This form must be completed for the year for which you are applying; regardless of whether you are a new or current student (a previously submitted application does not count).                                                                 | Initial:                                                                                                                       |
| Mandatory Information Session Form    | Applicants must attend a Mandatory Information Session. Upcoming dates are included in this packet. At the session, applicants will be given an Attendance Form to submit.                                                          | Initial:                                                                                                                       |
| Questionnaire                         | The questionnaire is included in this packet. A word-processed questionnaire must be submitted for the year in which you are applying.                                                                                       | Initial:                                                                                                                       |
Admission Requirements Checklist

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Description</th>
<th>Initial and check:</th>
</tr>
</thead>
<tbody>
<tr>
<td>High school transcript or GED score report</td>
<td>Submit an official copy of the high school transcript or GED score report. If you previously submitted the transcript or score report and attended classes within the past 5 years, then Enrollment likely has it on file.</td>
<td>Initial: _____ submitted now with packet of application material. _____ previously submitted</td>
</tr>
<tr>
<td>Official transcripts from <strong>all</strong> Colleges/Universities previously attended</td>
<td>Submit official transcripts from all Colleges/Universities previously attended. If the College/University will give an official transcript directly to you, then have them do so. This is the most efficient way for you to ensure that receipt of transcripts do not hold up your application. If you have previously submitted transcripts and have since completed courses or are currently registered for courses, then you need to submit an updated transcript. Transfer students from another accredited Occupational Therapy Assistant program must also provide: • an official transcript proving enrollment in Occupational Therapy courses within the last 3 years • course syllabi from all previous Occupational Therapy courses NOTE: informational interview may be required by the Department Chairperson</td>
<td>Initial: _____ submitted with this packet of application material. _____ mailed directly to NSCC _____ previously submitted (no new courses). NOTE: The sooner you start the transfer request process the better. It has been the College’s experience that it can take on average 1-2 months for transcript requests to be processed and sent to us from other colleges.</td>
</tr>
<tr>
<td>Student Handbook</td>
<td>Read the Student Handbook in its entirety. The <strong>Student Handbook</strong> can be accessed in the Library on the Lynn or Danvers campus or on the website: <a href="http://www.northshore.edu/departments">http://www.northshore.edu/departments</a> (select this program and scroll down to the Announcement section)</td>
<td>Initial:</td>
</tr>
</tbody>
</table>

**Evaluation Information**

Admission decisions are based on careful evaluation of all admission requirements detailed in the checklist. All submitted transcripts will be evaluated for overall academic performance/history and course work in specific subjects (including but not limited to science, English, behavioral sciences, health courses and math). Questionnaire evaluation includes but is not limited to the following: correct grammar/spelling, overall content and quality of answer (e.g. accuracy, thoroughness, and relevance to the question asked).

**Confirmation Statement**

When you can initial every checklist item (on this page and the previous pages) as complete, then sign the **confirmation statement below and submit** your application to the Enrollment Center in Lynn or Danvers (submit in person if possible, but you can mail it to the address on the NSCC application form):

I acknowledge that I have read all of the information in this admission application packet and the Occupational Therapy Assistant Program’s Student Handbook in its entirety. I acknowledge that it is my responsibility that I understand all of the information contained in these items by seeking further information/clarification from an Academic Advisor and/or other appropriate College personnel. Furthermore, I agree to comply with all College policies including but not limited to Program policies should I be granted admission to this program.

Signature: ___________________________ Date: ________________
Additional Important Information

1. **If you are accepted** you MUST attend a **Mandatory Orientation/Registration** day scheduled for **Thursday, May 20, 2010**.

2. **The program anticipates accepting approximately 12 students for Fall 2010.** The decision in response to your completed application will be: accepted to Occupational Therapy Assistant (Accelerated Option); accepted conditionally to Occupational Therapy Assistant (Accelerated Option); or wait list for Occupational Therapy Assistant (Accelerated Option); or denied admission to Occupational Therapy Assistant (Accelerated Option).

3. **Anatomy and Physiology 1 is required in the first semester of this program.** Please be advised that this course has the following prerequisite: High School biology with a grade of C or better taken within the last 5 years; BIO101, or BIO105 with a grade of C or better taken within the last 5 years; OR AP Biology Test with a score of 3 or better taken within the last 5 years; OR CLEP test with a score of 50 or better taken within the last 5 years. Accepted applicants will need to be able to meet this prerequisite by May 20, 2010 in order to ensure program acceptance requirements are met (or have already completed BIO103 with a C or higher).

4. Students interested in participating in an academic program that involves working with children, the disabled, or the elderly, or which includes a clinical affiliation, internship, or field placement with a private or public health care provider, may be required to undergo a **Criminal Offender Record Information (CORI) and/or Sex Offender Record Information (SORI) check(s).** Depending on the contents of student’s CORI(s) or SORI(s), participation in clinical, internship, or field placement course(s) may impact a student’s ability to complete program requirements.

5. **As part of the certification and licensure process a graduate must pursue in order to practice as an occupational therapy assistant,** individuals must apply to and pass the certification exam administered by the National Board for Certification in Occupational Therapy, Inc. (NBCOT). The NBCOT certification examination and Massachusetts licensure applications include specific questions pertaining to the type of felonies that directly relate to the safe, proficient, and competent practice of occupational therapy. A felony conviction may affect a graduate's ability to sit for the national certification exam and/or attain state licensure.

6. **Working as an Occupational Therapy Assistant is physically, mentally, and emotionally demanding.** Applicants who are offered admission must document their ability to perform all essential tasks with or without reasonable accommodation in order to begin the professional courses. If you are an otherwise qualified individual with a disability who seeks a reasonable accommodation, you need to contact the Office of Disability Services for eligibility determination for reasonable accommodation(s). A list of the essential tasks is in this packet under the section entitled, “Technical Standards for The Occupational Therapy Assistant Program”.

7. **All students must document immunity** to measles, mumps, rubella, varicella and Hepatitis B via immunization or titer; document inoculation against diphtheria and tetanus within the last 10 years; and to provide evidence of a negative TST (Tuberculin Skin Test) within 6 months or one negative chest x-ray per OSHA/CDC requirements following a positive TST. Require students to be in compliance with the current OSHA requirements and standard precaution training. **If you are accepted** a Health Packet will be mailed to you and must be thoroughly completed by your health care provider AS SOON AS POSSIBLE, but **no later than July 8, 2010**. Additionally, if accepted, you will be sent and will need to sign the Technical Standards form (a copy is included in this packet for your review as part of the admission application process).

8. Prior to beginning clinical placements, students must subscribe to **Student Liability Insurance**.

9. Prior to beginning clinical placements, students must document that they have **CPR certification** at the health provider level.

10. During the program, **students are responsible for their own transportation** to a variety of clinical facilities (which may or may not be accessible by public transportation).
Application for Admission

How to Apply for Admission

GENERAL INSTRUCTIONS
- Complete ALL information requested on the application form. An incomplete application will delay admissions processing.
- Submit proof of high school graduation, GED, a passing score on a federal Ability to Benefit test, or its equivalent. Some programs may require high school transcripts or GED scores.
- Submit official transcripts from each previous college listed on the application.

SUBMITTING YOUR APPLICATION
Submit all documents to the following address:
North Shore Community College, Enrollment & Student Records, PO Box 3340, Danvers, MA 01923

INFORMATION
- NO application fee is required.
- NSCC has an open admissions policy.
- Some programs have specific selection procedures and interviews may be required. Prospective students are encouraged to call or visit the Enrollment Office in Danvers at 1 Ferncroft Road, or the Lynn Campus at 300 Broad Street.
- Students interested in participating in an academic program that involves working with children, the disabled, or the elderly, or includes a clinical affiliation, internship, or field placement with a private or public health care provider, may be required to undergo a Criminal Offender Record Information (CORI) check and/or SORI (Sex Offender Registry Information) check prior to participation.
- CORI and SORI checks are not used in any way as admission criteria. Depending on the contents of a student’s CORI and/or SORI, participation in a clinical affiliation, internship, or field placement may be denied. Programs involving a clinical affiliation, internship, or field placement are marked with a ✓ on the list of NSCC Credit Degree & Certificate programs.
- For more information, please call 781-477-2107 or 978-762-4188. Admissions questions may also be emailed to: info@northshore.edu.

FINANCIAL AID
North Shore Community College awards millions of dollars in federal, state and institutional financial aid each year to eligible students. Many students miss out because they do not think they are eligible and do not complete the FAFSA (Free Application for Student Aid).

- Financial aid is available to matriculated students in eligible degree and certificate programs.
  A matriculated student is one who has met all admission requirements and has been accepted into a program of study as a degree or certificate candidate.
  A non-matriculated (non-degree status) student may enroll in a course or courses, but is not considered to be pursuing a degree or certificate and is not eligible for financial aid.
- Application materials are available in NSCC’s Office of Student Financial Services (978-762-4189, 781-477-2191) or online at www.fafsa.gov.
- If you need help with your financial aid application, please contact the Student Financial services website at www.northshore.edu/services/fa for a schedule of FAFSA workshops.
NSCC Credit Degree & Certificate Programs

Welcome! NSCC offers a wide variety of Associate Degree and credit Certificate Programs. To learn more about specific programs, such as locations, schedules and admissions requirements, please visit our website, email us, or call NSCC’s Admissions Department on the Lynn or Danvers campuses for more information.

www.northshore.edu • info@northshore.edu
NSCC Admissions Department: 781-477-2107 (Lynn) • 978-762-4188 (Danvers)

CREDIT DEGREE PROGRAMS
Accounting
Animal Care Specialist ość
Aviation Management
Aviation Science Professional Pilot
Biotechnology *
Business Administration
Third Semester Abroad
Business Administration Transfer @
Computer Applications
Computer Information Systems
Computer Networking
Computer Programming *
Computer Science Transfer *
Criminal Justice
Culinary Arts & Food Service
Developmental Disabilities ✓
Digital Graphic Design
Drug & Alcohol Rehabilitation ✓
Early Childhood Development ✓
Elementary Education Transfer Program
Engineering Science Transfer *
Energy Utility Technology *
Executive Administrative Assistant
Fire Protection & Safety Technology
Food Science & Safety
Health Science
Horticulture
Hotel Management
Human Service Practitioner ✓
Interdisciplinary Studies

Credit Degree Programs, continued
Legal Administrative Assistant
Liberal Arts ●
Liberal Arts International Management
Marketing
Medical Administrative Assistant
Nurse Education óst ✓
Nutritional Science & Diet Technology
Occupational Therapy Assistant óst ✓
Occupational Therapy Assistant
Accelerated Option óst ✓
Paralegal
Physical Therapist Assistant óst
Pre-Engineering
Radiologic Technology óst ✓
Respiratory Care óst ✓
Travel, Tourism & Hospitality
Veterinary Technology óst ✓

CREDIT CERTIFICATE PROGRAMS
Aesthetics & Skin Care óst ●
Animal Care Specialist óst
Biotechnology *
Computer Aided Design ●
Computer Applications
Computer Networking
Cosmetology óst ●
Criminal Justice
Culinary Arts & Food Service

Credit Certificate Programs, continued
Developmental Disabilities Direct Support ✓
Digital Graphic Design
Early Care & Education: Infant/Toddler Child Care ✓
Energy Utility Technology óst
English as a Second Language (Certificate of Completion)
Fire Protection & Safety Technology-FPS Professional Development
Gerontology ✓
Gerontology/Activities Specialist
Law Enforcement
Legal Office Support
Medical Assisting óst ✓
Medical Coding
Medical Office Support
Mental Health
Office Support @
Paralegal ●
Paraprofessional
Practical Nursing ✓
School Age Educator ✓
Substance Abuse Counseling
Surgical Technology óst ✓
Web Development ●
Wellness & the Healing Arts *
Youth Worker ✓

( Some programs have additional admissions requirements.)
NSCC Application for Admission

Please select a term:  
- Fall  
- Winter/Spring  
- Summer

LAST NAME

MIDDLE NAME

FIRST NAME

ANY PREVIOUS LAST NAME

ADDRESS

CITY

STATE

ZIP

ENTER SOCIAL SECURITY #:  
Optional, but required if seeking financial aid or tax credit.

DATE OF BIRTH:  
MONTH  
DAY  
YEAR

GENDER:  
- Female  
- Male

Contact Information

CELL PHONE:  
WORK PHONE:  

HOME PHONE:

EMAIL ADDRESS (PLEASE PRINT NEATLY):  

@

Personal Information

- Ethnicity Information:  Optional.
  ARE YOU HISPANIC OR LATINO?  
- Yes  
- No

ARE YOU:  Please check any that apply.

☐ American Indian or Alaska Native  
☐ Asian  
☐ Black or African-American  
☐ Native Hawaiian or Pacific Islander  
☐ Cape Verdean  
☐ White

- Military Information:  ARE YOU PRESENT OR FORMER MILITARY PERSONNEL?  
- Yes  
- No

ARE YOU THE SPOUSE OR CHILD OF A VETERAN?  
- Yes  
- No

- Academic Information:  PLEASE CHECK BOXES BELOW WHICH APPLY TO YOU. I AM:
  
☐ A Transfer Student (previously attended another college).  
☐ A First-Time Student (never attended college before).  
☐ An NSCC Graduate Seeking Readmission.  
☐ A Previous NSCC Student (non-graduate). Were you in a degree program?  
- Yes  
- No

- Residency Information
  
☐ U.S. Citizen  
☐ Resident Alien (Green card)  

If yes, enter Alien Registration number.  
If no, enter type of Visa.

WILL YOU REQUIRE A TEMPORARY STUDENT VISA (F-1) TO ATTEND NSCC?  
- Yes  
- No

Generally, in order to qualify for the in-state tuition rate, applicants must have proof of Massachusetts residency. A resident is defined as a person who has lived for at least six (6) months in Massachusetts, and who intends to remain in Massachusetts indefinitely. International students and, under most circumstances, Non-Resident Aliens are not eligible for Massachusetts resident rates.
Massachusetts Community Colleges In-State Tuition Eligibility Form

LAST NAME

FIRST NAME

MIDDLE NAME

ANY PREVIOUS LAST NAME

ADDRESS

CITY

STATE

ZIP

ENTER SOCIAL SECURITY #

Optional, but required if seeking financial aid or tax credit.

DATE OF BIRTH

MONTH

DAY

YEAR

STUDENT ID NUMBER

ARE YOU A U.S. CITIZEN? ☐ YES ☐ NO

ARE YOU A PERMANENT RESIDENT? ☐ YES ☐ NO

IF NOT, PLEASE COMPLETE THE FOLLOWING:

IF YOU ARE NOT A U.S. CITIZEN OR PERMANENT RESIDENT, PLEASE STATE YOUR VISA OR IMMIGRATION STATUS IN DETAIL:

Please check the in-state or reduced tuition eligibility category that applies to you:

☐ I HAVE BEEN A MASSACHUSETTS RESIDENT FOR SIX CONTINUOUS MONTHS AND INTEND TO REMAIN HERE.

As proof of my intent to remain in Massachusetts, I possess at least two of the following documents, which I shall present to the institution upon request. These documents* are dated within one year of the start date of the academic semester for which I seek to enroll (except possibly for my high school diploma). The institution reserves the right to make any additional inquiries regarding the applicant’s status and to require submission of any additional documentation it deems necessary. Please check-off those documents you possess as proof of your intent to remain in Massachusetts.

☐ VALID DRIVER’S LICENSE

☐ VALID CAR REGISTRATION

☐ MASS. HIGH SCHOOL DIPLOMA

☐ RECORD OF PARENTS’ RESIDENCY FOR UNEMANCIPATED PERSON*

☐ UTILITY BILLS*

☐ VOTER REGISTRATION*

☐ SIGNED LEASE OR RENT RECEIPT*

☐ EMPLOYMENT PAY STUB*

☐ STATE/FEDERAL TAX RETURNS*

☐ MILITARY HOME OF RECORD*

☐ OTHER

☐ I AM AN ELIGIBLE PARTICIPANT IN THE NEW ENGLAND BOARD OF HIGHER EDUCATION’S REGIONAL STUDENT PROGRAM.

☐ I AM A MEMBER OF THE ARMED FORCES (OR SPOUSE OR UNEMANCIPATED CHILD) ON ACTIVE DUTY IN MASSACHUSETTS.

Certification of Information

I certify that this information is true and accurate. I understand that any misrepresentation, omission or incorrect information shall be cause for disciplinary action up to dismissal, with no right of appeal or to a tuition refund.

Signature of Applicant

I certify that all above information is true.

Date

Signature of Parent

If applicant is under 18 years of age.

Date

For official use. Do not write in this box.

I have reviewed the above information in order to determine applicant’s eligibility to receive the in-state tuition rate. Based on my review I have determined this applicant:

☐ IS eligible for the in-state tuition rate.

☐ IS NOT eligible for the in-state tuition rate.

☐ I am unable to make a determination at this time. The following additional information has been requested from the applicant:

Authorized College Personnel Signature

Date
Educational Objectives

Choose A or B:

A. I INTEND TO PURSUE A DEGREE OR CERTIFICATE PROGRAM. Please refer to NSCC Degree & Certificate Programs list.

FIRST CHOICE: ____________________________________________

Some programs have specific admissions requirements. If you do not meet these requirements, your program of study will default to your second choice.

SECOND CHOICE: ____________________________________________

B. I PREFER UNSPECIFIED STATUS. I DO NOT INTEND TO CHOOSE A PROGRAM OF STUDY AT THIS TIME. I understand I am not eligible for financial aid unless I choose a program of study.

Choose from A or B:

A. IF YOU ARE APPLYING TO AN NSCC DEGREE OR CERTIFICATE PROGRAM, SELECT THE GOAL WHICH BEST DESCRIBES YOU.

☐ I AM PLANNING TO GRADUATE WITH A DEGREE OR CERTIFICATE

☐ I AM TAKING ONE OR MORE COURSES TO TRANSFER

OR

B. IF YOU HAVE NOT YET SELECTED AN NSCC PROGRAM, SELECT THE GOAL WHICH BEST DESCRIBES YOU.

☐ I AM TAKING ONE OR MORE COURSES TO TRANSFER.

☐ I AM TAKING ONE OR MORE COURSES TO UPGRADE OR LEARN NEW JOB/Academic SKILLS.

☐ I AM TAKING COURSES FOR PERSONAL GROWTH.

☐ I AM NOT READY TO DECLARE AT THIS TIME.

Educational Background

1). HIGH SCHOOL EDUCATION  ☐ HIGH SCHOOL GRADUATE  ☐ GED RECIPIENT  ☐ DID NOT GRADUATE

<table>
<thead>
<tr>
<th>NAME OF HIGH SCHOOL OR GED TEST CENTER</th>
<th>CITY</th>
<th>STATE</th>
<th>YEAR</th>
</tr>
</thead>
</table>

☐ YES ☐ NO  HAVE YOU PASSED A FEDERAL ABILITY TO BENEFIT TEST (ATB)? DATE OF TEST: _____________

☐ YES ☐ NO  ARE YOU A HIGH SCHOOL TECH PREP STUDENT?

☐ YES ☐ NO  DID YOUR MOTHER OR FATHER GRADUATE FROM A 4-YEAR COLLEGE?

☐ YES ☐ NO  WILL YOU HAVE RECEIVED A BACHELOR'S OR PROFESSIONAL DEGREE BY THE TIME YOU ENTER NSCC?

☐ YES ☐ NO  IS ENGLISH YOUR NATIVE LANGUAGE?

2). COLLEGE EDUCATION ☐ COLLEGE GRADUATE ☐ DID NOT GRADUATE

<table>
<thead>
<tr>
<th>NAME OF COLLEGE</th>
<th>CITY</th>
<th>STATE</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>GRADUATION DATE/DEGREE RECEIVED</th>
<th>DATES OF ATTENDANCE</th>
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<th>NAME OF COLLEGE</th>
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<table>
<thead>
<tr>
<th>GRADUATION DATE/DEGREE RECEIVED</th>
<th>DATES OF ATTENDANCE</th>
</tr>
</thead>
</table>

Signature Required

X

Signature of Applicant
I certify that all above information is true.

Date

X

Signature of Parent
If applicant is under 18 years of age.

Date
Additional Interests

Did you know? The following opportunities are available to you while attending NSCC. Please review and check below if you would like additional information. Some programs have eligibility requirements.

- Financial Aid
- Career Planning
- Dual Enrollment Program
  Enrichment program for high school students
- Mass Transfer Program & Transfer Agreements
  Admission to four-year colleges and universities guaranteed provided certain requirements are met. For more details on a list of participating four-year colleges and universities, contact NSCC’s Student Support & Advising Center (978-762-4036, 781-477-2132).
- Honors Program
  An opportunity for academic challenge, social networking, and enhanced transfer opportunities
- Presidential Scholars
  A leadership development opportunity, including a scholarship, for incoming high school graduates
- STEP
  High school or home-schooled students can take college courses to finish requirements for a high school diploma.
- ESL Classes
  I am interested in learning English as a second language.

Or, one of NSCC’s supportive learning communities:

- TRiO/Student Support Services
  An academic and college adjustment program for first generation or low-income students
- Women in Transition
  A program for women who have been out of school for many years.
- Project Enable
  An evening program for students with a GED
- Challenges, Choices, and Change
  A full-time program that combines academics and personal development to empower women and build a foundation for success.
- Bridges to the STARS
  A program for women and minorities interested in science, math, or technology.
**TECHNICAL STANDARDS FOR OCCUPATIONAL THERAPY ASSISTANT**

**General Job Description:** Works under the supervision of occupational therapist(s) in the delivery of occupational therapy services within a variety of institutional and community-based settings for persons of all ages whose functional performances (occupational performances) in home, school, workplace or community life are hindered by physical, developmental and/or emotional disability. Assists in the evaluation, planning, and implementation of skilled interventions that are designed to facilitate a client’s meaningful participation in life by restoring, reinforcing and enhancing performance in daily life activities, diminishing or correcting pathology, and promoting and maintaining health. Intervention includes therapeutic use of self; therapeutic use of preparatory methods, purposeful activities, and occupation-based activities; consultation; and education.

**To the Student:** As you reflect upon the general job description of an occupational therapy assistant (OTA) and pursue application to the OTA Program, please carefully assess your personal physical, sensory, communication, and cognitive/behavioral and social/behavioral abilities in reference to the technical standards identified for program participation. All OTA students must meet these defined technical standards. Please contact the Occupational Therapy Assistant Program at 978-762-4176 if you require more specific information about the OTA Technical Standards and program requirements related to these standards.

If accepted to this program, you will be required to sign a Technical Standards form (a copy of which appears below for your review as part of the application process). Do NOT sign this form at this time.

*Performance Level: O = occasionally 50-74%; F = frequently 75-89%; C = constantly 90-100%*

<table>
<thead>
<tr>
<th>PHYSICAL STANDARDS</th>
<th>Performance Level*</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LIFT:</strong> medium work strength to carry/maneuver heavy equipment</td>
<td>O</td>
</tr>
<tr>
<td>fully/partially support weight of client during transfers to and from various surfaces (bed, chair, wheelchair, mat, toilet, tub, car, etc.) and when engaging client in functional ambulation</td>
<td>F</td>
</tr>
<tr>
<td><strong>BEND/STOOP:</strong> to adjust body parts, clothing and/or equipment when engaging clients in functional daily life activities in all areas of occupation (ADL, IADL, Work, Education, Play/Leisure, and Social Participation); for developmental activities</td>
<td>F</td>
</tr>
<tr>
<td><strong>KNEEL:</strong> to assist clients who may fall or faint; to perform C.P.R.; to assist clients with mat activities, developmental activities and functional daily life activities in all areas of occupation (ADL, IADL, Work, Education, Play/Leisure, and Social Participation)</td>
<td>F</td>
</tr>
<tr>
<td><strong>CROUCH:</strong> to manage wheelchair parts and hospital beds, equipment adjustment, storing materials; to assist with lower body ADL training; to assist client in seated activities from bed, chair, wheelchair and/or mat</td>
<td>O</td>
</tr>
<tr>
<td><strong>CRAWL:</strong> for developmental interventions; engage in mat activities</td>
<td>O</td>
</tr>
<tr>
<td><strong>REACH:</strong> for retrieval of items in closets, cabinets, etc.; to adjust equipment; to guard clients</td>
<td>F</td>
</tr>
<tr>
<td><strong>HANDLE:</strong> sustained grasp and manipulate body parts during intervention; grasp and manipulate tools/equipment and modalities used in OT service delivery, including but not limited to pens/pencils, craft supplies, educational supplies, personal care items; positioning devices, functional mobility equipment, physical agent modalities, PB cuffs, protective gloves, gowns and masks; computers and assistive technology; adaptive equipment; suspension equipment, etc.</td>
<td>C</td>
</tr>
<tr>
<td>PHYSICAL STANDARDS</td>
<td>Performance Level*</td>
</tr>
<tr>
<td>--------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td>DEXTERITY: use fine motor skills when performing standardized tests (dynamometer, goniometer, etc.); constructing orthotic devices/splints; writing/documenting; adjusting knobs, dials, and BP cuffs; donning and doffing protective gloves, masks and gowns</td>
<td>F</td>
</tr>
<tr>
<td>STAND: stand extended periods of time and for majority of working shift</td>
<td>C</td>
</tr>
<tr>
<td>WALK: within facility environment (internal) for assigned shift</td>
<td>C</td>
</tr>
<tr>
<td>WALK: within facility environment (external grounds – even and uneven surfaces) for functional mobility training</td>
<td>O</td>
</tr>
<tr>
<td>PUSH/PULL: wheelchairs, hospital beds, scooters, hoyer lifts, and other equipment including but not limited to IV poles, oxygen tanks, portable devices</td>
<td>F</td>
</tr>
<tr>
<td>BALANCE: to assist clients with functional activities, including mobility (even and uneven surfaces)</td>
<td>F</td>
</tr>
<tr>
<td>ENDURANCE: to manage full-time equivalent Level 2 fieldwork experiences and assigned work shifts</td>
<td>C</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SENSORY STANDARDS</th>
<th>Performance Level*</th>
</tr>
</thead>
<tbody>
<tr>
<td>TACTILE: Feel to palpate muscle contractions and circulatory pulses; palpate bony landmarks and identify joint articulation; exert the necessary pressure to form splints; to discern skin texture and temperature to discriminate hot and cold modalities</td>
<td>F</td>
</tr>
<tr>
<td>AUDITORY: Hear verbal directions and requests from health care team and clients/families; hear heart sounds through a stethoscope; hear breath sounds; hear client distress sounds and calls for assistance up to 10 feet away; hear environmental safety alarms; hear for effective communication between clients/families/co-workers</td>
<td>C</td>
</tr>
<tr>
<td>VISUAL: See in detail to observe and detect client's movements, facial expressions and performance during individual and group intervention; see to observe and attend to the behaviors and needs of up to 10 individuals in a group session; see from a distance to observe client behaviors and performance; see in detail to detect changes in skin integrity, sweating, skin color, swelling, muscle atrophy, and gestures of non-verbal communication; see to detect safety hazards in the environment (water on floor, cords, and other small items) that could pose danger to a client’s mobility/functional performance; see in detail to detect/assess BP (manometer dial) and ROM (goniometer) Read numbers, letters, printed, typed and cursive writing in fine print; read paper and computerized files/records; read dials on modality equipment; read manuals and forms for administering and scoring standardized tests; read client records; read to collect information and screening data in English; read directions accompanying equipment; read to research subject matter</td>
<td>C</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COMMUNICATION STANDARDS</th>
<th>Performance Level*</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPEAK: In English language in clear and concise manner; to communicate in person and by phone with clients, families, significant others, the health care team, and community (report factual data orally; interview clients/family; explain role of occupational therapy and purpose of interventions)</td>
<td>C</td>
</tr>
<tr>
<td>RESPOND: To clients with communication disorders (aphasia, hearing loss), or those who use ESL</td>
<td>F</td>
</tr>
<tr>
<td>COMMUNICATION STANDARDS</td>
<td>Performance Level*</td>
</tr>
<tr>
<td>------------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td><strong>COMPREHEND:</strong> Oral and written language, including health care terminology in order to communicate with clients, families, significant others, health care providers, and community</td>
<td>C</td>
</tr>
<tr>
<td><strong>WRITE:</strong> In English, clearly and legibly for recording client specific data and general service delivery information in handwritten charts and computerized systems of documentation; In proper English using various electronic communication systems (email, etc.) to communicate with educational and professional community</td>
<td>C</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COGNITIVE/BEHAVIORAL and SOCIAL/BEHAVIORAL STANDARDS</th>
<th>Performance Level*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Think critically for sound clinical judgment in the delivery of occupational therapy services (plan and implement appropriate client-centered interventions; problem solve to make adjustments in therapeutic interventions based on appropriate and inappropriate physiological and psychological responses by clients; determine need for consultation with occupational therapist and other health care providers/team members)</td>
<td>C</td>
</tr>
<tr>
<td>Function safely, effectively, and calmly under demanding and stressful situations</td>
<td>C</td>
</tr>
<tr>
<td>Remain alert to surroundings, potential emergencies; respond to client situations including falls, pain, changes in physical and/or mental status.</td>
<td>C</td>
</tr>
<tr>
<td>Prioritize multiple tasks and maintain composure while managing multiple tasks simultaneously.</td>
<td>C</td>
</tr>
<tr>
<td>Sustain concentration to attend to demanding and continuous tasks throughout work shift (direct client care and service management tasks)</td>
<td>C</td>
</tr>
<tr>
<td>Exhibit social skills necessary to interact effectively with clients, families, supervisors, co-workers and community members of the same or different cultures with respect, compassion, politeness, tact, collaboration, teamwork, and discretion.</td>
<td>C</td>
</tr>
<tr>
<td>Maintain personal hygiene consistent with close personal contact associated with client care.</td>
<td>C</td>
</tr>
<tr>
<td>Display attitudes/actions consistent with the core values and ethical standards of the occupational therapy profession.</td>
<td>C</td>
</tr>
<tr>
<td>Display attitudes/actions to effectively engage in the supervisory process including acceptance of feedback, modifying behavior in response to feedback, and providing feedback.</td>
<td>C</td>
</tr>
<tr>
<td>Display attitudes/actions to approach workplace problems in a mature and responsible manner; seek and utilize effective strategies to resolve problems</td>
<td>C</td>
</tr>
<tr>
<td>Abide by established policies and procedures of educational and health care institutions.</td>
<td>C</td>
</tr>
</tbody>
</table>

*Performance Level: O = occasionally 50-74%; F = frequently 75-89%; C = constantly 90-100%*

* Applicants who are offered admission must document their ability to perform all essential tasks with or without reasonable accommodation in order to begin the professional courses. If you are an otherwise qualified individual with a disability who seeks a reasonable accommodation, you need to contact the Office of Disability Services for eligibility determination for reasonable accommodation(s). For those applicants offered admission, you will be asked to self certify by signing the Technical Standards which are included in the Health Forms packet that you will be required to complete no later than July 8, 2010.
Submit applications for Lynn testing to:
Kerry Schwarz, 781-593-6722 x 6682
or Teresa Cheung, 781-593-6722 x 6695
300 Broad Street, LE232
Lynn, MA 01901

Submit applications for Danvers testing to:
Janet Kimball, 978-739-5432
or Jane Saunders, 978-739-5429
1 Ferncroft Road DB213, PO Box 3340
Danvers, MA 01923

<table>
<thead>
<tr>
<th>Month</th>
<th>Date</th>
<th>Day</th>
<th>Time</th>
<th>Month</th>
<th>Date</th>
<th>Day</th>
<th>Time</th>
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<td>4</td>
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<td>Dec</td>
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<td>Monday</td>
<td>11:30 am - 3:30 pm</td>
</tr>
<tr>
<td>Dec</td>
<td>17</td>
<td>Thursday</td>
<td>9:00 am – 1:00 pm</td>
<td>Dec</td>
<td>11</td>
<td>Friday</td>
<td>9:00 am - 1:00 pm</td>
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<td>Jan</td>
<td>7</td>
<td>Thursday</td>
<td>2:00 pm – 6:00 pm</td>
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<tr>
<td>Jan</td>
<td>14</td>
<td>Thursday</td>
<td>9:00 am – 1:00 pm</td>
<td>Jan</td>
<td>14</td>
<td>Thursday</td>
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<td>21</td>
<td>Thursday</td>
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</tr>
<tr>
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<td>28</td>
<td>Thursday</td>
<td>2:00 pm – 6:00 pm</td>
</tr>
<tr>
<td>Feb</td>
<td>4</td>
<td>Thursday</td>
<td>9:00 am – 1:00 pm</td>
<td>Feb</td>
<td>4</td>
<td>Thursday</td>
<td>2:00 pm – 6:00 pm</td>
</tr>
<tr>
<td>Feb</td>
<td>8</td>
<td>Monday</td>
<td>9:00 am – 1:00 pm</td>
<td>Feb</td>
<td>11</td>
<td>Thursday</td>
<td>2:00 pm – 6:00 pm</td>
</tr>
<tr>
<td>Feb</td>
<td>18</td>
<td>Thursday</td>
<td>9:00 am – 1:00 pm</td>
<td>Feb</td>
<td>22</td>
<td>Monday</td>
<td>9:00 am – 1:00 pm</td>
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<tr>
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<td>15</td>
<td>Monday</td>
<td>9:00 am – 1:00 pm</td>
<td>Mar</td>
<td>22</td>
<td>Monday</td>
<td>9:00 am – 1:00 pm</td>
</tr>
<tr>
<td>Mar</td>
<td>25</td>
<td>Thursday</td>
<td>9:00 am – 1:00 pm</td>
<td>Mar</td>
<td>29</td>
<td>Monday</td>
<td>9:00 am – 1:00 pm</td>
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<td>Apr</td>
<td>8</td>
<td>Thursday</td>
<td>9:00 am – 1:00 pm</td>
<td>Apr</td>
<td>12</td>
<td>Monday</td>
<td>9:00 am – 1:00 pm</td>
</tr>
<tr>
<td>Apr</td>
<td>22</td>
<td>Thursday</td>
<td>9:00 am – 1:00 pm</td>
<td>Apr</td>
<td>26</td>
<td>Monday</td>
<td>9:00 am – 1:00 pm</td>
</tr>
<tr>
<td>May</td>
<td>6</td>
<td>Thursday</td>
<td>9:00 am – 1:00 pm</td>
<td>May</td>
<td>10</td>
<td>Monday</td>
<td>9:00 am – 1:00 pm</td>
</tr>
</tbody>
</table>

Schedule subject to change.

- **SPACE IS LIMITED.** Your completed testing application and $60.00 money order are required to reserve a seat.
- **A driver's license or other photo ID with signature is required for admission to testing.**
- **The use of calculators, dictionaries or other aids is not permitted.**
- **RESCHEDULING** – Rescheduling with 24 hours notice, student must pay a $10.00 rescheduling fee (money order only).
- **NO-SHOW Policy:** Students who fail to attend their scheduled session without notifying the testing center 24 hours in advance will be considered a "no show" and must pay an additional $25.00 fee to reschedule (money order only).
- **Report 15 minutes early to either campus on the day of testing.**
- **Parking is available in college parking lots -- park within the white lines on either campus or in the MBTA garage ($2.00) on Broad Street across from the Lynn Campus. The Lynn campus is accessible by public transportation via the commuter rail from North Station on the Newburyport or Rockport trains, or the bus (#441/442 Marblehead) from Haymarket Square.**

**Preparation for the Test is STRONGLY Recommended**

Study guides are available on reserve in both NSCC libraries, online at [www.atitesting.com](http://www.atitesting.com) or in the college bookstores. For bookstore information, call Danvers: 978-762-4046 or Lynn: 781-477-2127.

An online practice test available for a fee from the test publisher, ATI testing. For more information visit [www.atitesting.com](http://www.atitesting.com).

**NSCC also offers non-credit prep courses for the TEAS test.**

For more information, call Corporate and Community Ed at (978) 236-1200.
Mail or drop off applications:
Danvers Campus - CAS DM213
Janet Kimball or Jane Saunders
1 Ferncroft Road, P O Box 3340
Danvers, MA  01923
P 978-739-5432 or 978-739-5429
Janet Kimball or Jane Saunders
1 Ferncroft Road, P O Box 3340
Danvers, MA  01923
P 978-739-5432 or 978-739-5429
Lynn Campus – CAS LE232
Kerry Schwarz or Teresa Cheung
300 Broad Street
Lynn, MA  01901
P 781-593-6722 x 6695 or x 6275

I. GENERAL INFORMATION
Acceptance decisions for Health programs are made by the Enrollment and Student Records Office in consultation with
the program coordinators. Decisions are based on an evaluation of examination scores and other data (e.g., program
application, school records and questionnaires). Call ext. 4187 or 4188 with questions regarding program
application/admission.

TEAS Requirements for NSCC Health Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>TEAS Required</th>
<th>Sections Required</th>
<th>Scores Required</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Reading</td>
<td>English</td>
</tr>
<tr>
<td>Nurse Education (NE)</td>
<td>Yes</td>
<td>ALL</td>
<td>85%</td>
</tr>
<tr>
<td>Occupational Therapy Assist. (OTA)</td>
<td>Yes</td>
<td>ALL</td>
<td>*</td>
</tr>
<tr>
<td>Occupational Therapy Assist. Accelerated (OTX)</td>
<td>Yes</td>
<td>ALL</td>
<td>*</td>
</tr>
<tr>
<td>Physical Therapy Assistant (PTA)</td>
<td>Yes</td>
<td>ALL</td>
<td>*</td>
</tr>
<tr>
<td>Practical Nursing (PN)</td>
<td>Yes</td>
<td>ALL</td>
<td>85%</td>
</tr>
<tr>
<td>Radiological Tech (RT)</td>
<td>Yes</td>
<td>ALL</td>
<td>85%</td>
</tr>
<tr>
<td>Respiratory Care (RC)</td>
<td>Yes</td>
<td>ALL</td>
<td>85%</td>
</tr>
<tr>
<td>Veterinary Tech (VT)</td>
<td>Yes</td>
<td>ALL</td>
<td>*</td>
</tr>
</tbody>
</table>

* = Section is required but no minimum score has been determined.

The “Test of Essential Academic Skills” (TEAS) is a computerized test composed of multiple-choice questions organized
into four sections, which measure reading ability, basic mathematics skills, science and English grammar. It is a timed
test published by Assessment Technologies Institute (ATI Testing), LLP. Testers should plan to spend approximately 4
hours at the test center. The use of calculators, dictionaries or other aids is not permitted.

Section     # of Questions     Time Allowed
1. Reading   40 questions      50 minutes
Paragraph comprehension, inferences and conclusions
2. Mathematical Skills 45 questions 56 minutes
Metric conversions, fractions, decimals, percentages and algebraic equations
3. Science 30 Questions 38 minutes
Basic science and logical thinking
4. English and Language Usage 55 questions 65 minutes
Measures knowledge of punctuation, grammar, and sentence structure

Students applying to the Health programs at North Shore MUST take the TEAS test at either the Danvers or
Lynn campus of North Shore Community College. Scores from other institutions will not be accepted.

II. ELIGIBILITY
Any individual may take the TEAS Test at the Center for Alternative Studies and Educational Testing. It is
recommended that applicants for the Fall Semester of 2010 register to take the test as early as possible. The
attached schedule of testing dates is designed to provide ample opportunity for applicants to test and submit applications to Enrollment and Student Records.

III. PREPARATION

Students are strongly encouraged to prepare for this exam. The test publisher, ATI, has several study aids available to students wishing to take the TEAS test. The TEAS Study Manual is available on reserve at the NSCC libraries, at the NSCC College Bookstores or online at www.atitesting.com. An online practice test is available for a fee from the ATI website (atitesting.com).

NSCC also offers non-credit prep courses for the TEAS test. For more information, consult the college website or call Corporate and Community Ed at (978) 236-1200.

IV. APPLICATION AND PAYMENT PROCEDURES

Testing appointments will be scheduled only when a MONEY ORDER and completed TEAS testing application have been received by the Testing Center. Applications are processed on a first-received/first-scheduled basis. A letter confirming your testing appointment and receipt of payment will be sent to you.

- TEAS TESTING FEE: $60.00 MONEY ORDER ONLY payable NSCC (non-refundable).
- RESCHEDULING FEE: Students who reschedule with 24 hours notice must pay a $10.00 rescheduling fee (money order only).
- “NO-SHOW” FEE: Students who fail to attend their scheduled testing session without notifying the testing center 24 hours in advance will be considered a “no show” and must pay a $25.00 “no show” fee to reschedule (money order only).

V. ADMISSION TO THE TEST

A photo ID (valid driver’s license or school ID with photo) is required for admission to a testing session. Report to ROOM LE232 (Lynn) or ROOM DB213 (Danvers) fifteen minutes before the start time of the test.

VI. SCORING & RETEST POLICY

Students receive their individual TEAS score reports immediately upon completion of the exam. Students can also access their score reports by logging into www.atitesting.com. The test administrator will send copies of the student’s scores to the Enrollment Office at NSCC for the student's file.

Applicants to the Health programs may take the test a total of two (2) times per academic year (July 1, 2009 – June 30, 2010), therefore should not take the test unless properly prepared. See item III, Preparation, for more information.

VII. CONFIDENTIALITY

The Center for Alternative Studies and Educational Testing will not provide information to any external sources regarding an individual's test scores unless written permission is received from the student. This policy is in accordance with the student confidentiality policy of North Shore Community College.

VIII. ACCOMMODATIONS

Students seeking testing accommodations should visit the Disability Services web site at www.northshore.edu/disability to learn about the process of documenting eligibility and requesting appropriate testing modifications. Please note that Disability Services requires documentation 4-6 weeks prior to testing.

IX. ACADEMIC DISHONESTY

The use of calculators, dictionaries or other aids is not permitted on the TEAS test. Other rules are posted throughout the Testing Center. Students who fail to comply with these rules face disciplinary action according to NSCC student guidelines. Disciplinary action may include: forfeited test scores, ineligibility for refunds, and the student may be deemed permanently ineligible for services of the testing center.
APPLICATION

NAME ___________________________________________ Student ID (if known) ____________
          last        first        Middle I.

ADDRESS ________________________________________________________________

street    city    state    zip

TELEPHONE: ___________________________ DATE OF BIRTH ___________________________

EMAIL: ___________________________ SIGNATURE _________________________________

Have you taken this examination before? Yes ___ No _____

If yes, please specify when: ___________________________ (month/year)

Preferred Testing Campus: ____________________ Requested Testing Date: _______________________

To reserve a seat for testing on either campus, submit application and fees to:

DB213 – Janet Kimball or Jane Saunders
North Shore Community College
1 Ferncroft Road, PO Box 3340
Danvers, MA  01923

OR

LE232 – Kerry Schwarz or Teresa Cheung
North Shore Community College
300 Broad Street
Lynn, MA  01901

All payments must be made by money order only.

$60.00 TEAS TESTING FEE    MONEY ORDER payable NSCC (non-refundable).

Application and fees must be received in the Testing Center in order to reserve a seat.

RESCHEDULING FEE:

• STUDENTS WHO RESCHEDULE WITH MORE THAN 24 HOURS NOTICE MUST PAY A $10.00 RESCHEDULING FEE (MONEY ORDER ONLY).

• STUDENTS WHO FAIL TO GIVE 24 HOURS NOTICE WILL BE CHARGED A $25.00 FEE TO RESCHEDULE (MONEY ORDER ONLY).
This questionnaire is NOT an application for admission. Instructions, page one: Please complete this page by printing all of your answers. Attach additional sheet(s) if needed or submit a resume (make sure your name is on each additional sheet).

Name: __________________________________________________ Soc Sec #:_______________________

Address: ___________________________________________________________________________________

Day Time Phone: (____)_______________________ Evening Phone: (____)___________________________

Cell Phone: (____)_________________________________ Email: __________________@________________

Are you applying to transfer Occupational Therapy Assistant credits from another program of study? Yes  No

Please PRINT all answers (or attach a word processed resume):

<table>
<thead>
<tr>
<th>Your current job:</th>
<th>Employer:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dates:</td>
<td>Duties and Responsibilities:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prior job(s)</th>
<th>Employer/Facility:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dates:</td>
<td>Duties and Responsibilities:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Related Healthcare or Human Service Experience</th>
<th>Employer/Facility:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dates:</td>
<td>Duties and Responsibilities:</td>
</tr>
</tbody>
</table>

Please proceed to the next page and follow the instructions.
Instructions page 2: Please answer all following questions. Evaluation of the answers includes but is not limited to grammar, spelling, as well as overall content and quality of the answers (e.g. accuracy, thoroughness, and relevance to the question asked). Handwritten applications will not be accepted. Make sure your name is on each of the page(s) submitted.

1. Demonstrate your research into the field of occupational therapy by briefly describing the roles and responsibilities of an occupational therapy assistant in two areas of practice.

2. Describe the personal attributes and accomplishments you believe will contribute most to your effectiveness as an occupational therapy assistant.

3. Describe your plan for balancing personal life and academic responsibilities in order to optimize your ability to be successful in this rigorous program.

4. Explain your reasons for entering the field of occupational therapy at the assistant level (as an occupational therapy assistant).
**OCCUPATIONAL THERAPY ASSISTANT (Accelerated Option)**

**COURSE REQUIREMENTS FORM**

INSTRUCTIONS: Applicants must complete the second and third columns of the following table:

<table>
<thead>
<tr>
<th>Required Course (NSCC course code)</th>
<th>College/University where course was completed OR will be completed</th>
<th>Provide the date of completion OR the anticipated date of completion (must be by July 31, 2010)</th>
</tr>
</thead>
<tbody>
<tr>
<td>e.g. Composition 1 (CMP101)</td>
<td>NSCC</td>
<td>completed: Fall 2001</td>
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<tr>
<td></td>
<td></td>
<td>anticipated completion:</td>
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<tr>
<td>e.g. Anatomy and Physiology 1 (BIO103)</td>
<td>College X</td>
<td>completed:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>anticipated completion: 5/20/10</td>
</tr>
<tr>
<td>e.g. Introduction to Psychology</td>
<td>NSCC</td>
<td>completed: <em>CLEP exam on 5/14/09</em></td>
</tr>
<tr>
<td></td>
<td></td>
<td>anticipated completion:</td>
</tr>
<tr>
<td>Composition 1 (CMP101)</td>
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<td>completed:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>anticipated completion:</td>
</tr>
<tr>
<td>Composition 2 Elective (CMP104-150)</td>
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<td>completed:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>anticipated completion:</td>
</tr>
<tr>
<td>Anatomy and Physiology 1 (BIO103)</td>
<td></td>
<td>completed:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>anticipated completion:</td>
</tr>
<tr>
<td>Anatomy and Physiology 2 (BIO104)</td>
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<td></td>
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<td>anticipated completion:</td>
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<tr>
<td>Introduction to General Psychology (PSY102)</td>
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<tr>
<td></td>
<td></td>
<td>anticipated completion:</td>
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<tr>
<td>Human Growth and Development (PSY118)</td>
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<td>completed:</td>
</tr>
<tr>
<td></td>
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<td>anticipated completion:</td>
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</tbody>
</table>

**Note:** if taken at another college, the course(s) must cover the life span from birth to death
MANDATORY INFORMATIONAL SESSION

OCCUPATIONAL THERAPY ASSISTANT PROGRAMS [OT AND OTX]

Applicants to the Occupational Therapy Assistant Program are required to attend one of the scheduled information sessions with the Department Chair. Come to learn more about the admissions process and the program. Please bring any questions you may have. This information should enable you to make a more informed decision about NSCC’s Occupational Therapy Assistant Programs and the various options of study (i.e., part-time, full-time, accelerated OTX).

All sessions will be held at the Danvers Campus
Health Professions Building
1 Ferncroft Road   Danvers

Wednesday, January 27, 2010     3:00 p.m. – 4:15 p.m.     209DH*
Tuesday, February 23, 2010      3:30 p.m. – 4:45 p.m.     202DH
Monday, March 15, 2010          4:00 p.m. – 5:15 p.m.     202DH
Thursday, April 22, 2010        3:45 p.m. – 5:00 p.m.     202DH

* Last session prior to February 8, 2010 deadline where all submitted applications will be reviewed for possible acceptance.

with

Maureen Nardella

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Email: maureen.nardella@northshore.edu