

**Selective Admission
Requirements**

**Occupational Therapy
Assistant**

2018

Deadline for all requirements



February 15, 2018

The requirements for the Occupational Therapy Assistant program are different than the requirements for other Selective Admissions programs. Please read the entire packet carefully to assure that all requirements are completed before the deadline date.

**MACOMB COMMUNITY COLLEGE
SELECTIVE ADMISSION REQUIREMENTS
2018 Occupational Therapy Assistant**

Deadline for ALL requirements is February 15, 2018

To be considered for admission to the OCCUPATIONAL THERAPY ASSISTANT program, applicants are required to complete ALL requirements. ALL appropriate documentation must be on file at the Center Campus Records and Registration Office by the February 15, 2018 deadline for the program that begins Fall 2018. Macomb's Selective Admission programs have assessment and admission requirements that are considerably different than other Macomb programs.

It is encouraged that Selective Admission applicants attend a Selective Admission Seminar prior to placement testing and submitting an application to the program. This seminar will review the application process, program prerequisites and requirements. Refer to the link below to access the most current dates and times for the Selective Admission program seminars:

www.macomb.edu/SASeminar-others. Contact the Counseling and Academic Advising Office at 586.445.7999 to reserve a seat for a seminar.

APPLICATION REQUIREMENTS

1. Submit an Occupational Therapy Assistant application (see page 6). If you are not a current or former student at Macomb Community College you must also submit a Macomb Application for Admissions.
2. Arrange for OFFICIAL COLLEGE TRANSCRIPT(S) to be sent directly from **EACH** College attended to the Center Campus Records and Registration Office (see address below). In order to meet the deadline of February 15, 2018, applicants should request that their current name, date of birth and Macomb ID number be posted on their college transcript. **Macomb Community College transcripts are not required to be sent.** Transcripts that are issued to the student will not be accepted.

Send the Occupational Therapy Assistant application and transcripts to:

Macomb Community College
Center Campus Records & Registration Office G-110
44575 Garfield Rd.
Clinton Twp., MI 48038-1139

Applications can be faxed to: 586.226.4787 or **Emailed to:** records@macomb.edu

Official transcripts can be emailed to: transcripts@macomb.edu

3. The following courses must be completed by the Fall term prior to the application deadline of February 15, 2018. Candidates must successfully complete the following courses, or their equivalents at another accredited institution, as defined by Macomb Community College with a punitive grade of C (2.0 GPA) or better prior to the deadline date of February 15, 2018. A GPA will be calculated on pre-requisite courses of **ENGL-1180 or 1210, BIOL-2710 and PSYC-1010 only**. A grade of C- or lower is not acceptable.

BIOL-2710 – Human Physiological Anatomy

ENGL-1180 – Communications 1 OR **ENGL-1210** – Composition 1

PSYC-1010 – Introductory Psychology

In addition, if accepted into the OTA program the following two courses are required to be completed with a grade of C or higher before the start of the 2018 Fall semester:

HHSC-1030 – Orientation to Occupational Therapy (not used to calculate GPA for selective admissions)

PHIL-2100 – Introduction to Ethics (not used to calculate GPA for selective admissions)

4. Completion of the placement test (available at Macomb Community College): **The 2018 Selective Admissions requirements use the Accuplacer placement test for ranking. All applicants are required to take the placement test by the February 15, 2018 deadline date. Compass placement scores WILL NOT be used to determine ranking for 2018 Occupational Therapy Assistant Selective Admission Program.**

Applicants must complete the entire placement test, which includes Reading, college-level English, and Elementary Algebra.

Required Accuplacer scores for consideration in the OTA program include:

**78 or higher on the Reading component
5 or higher on the Writing component
50 or higher on the Elementary Algebra component**

Information regarding the schedule for placement testing can be found at <http://www.macomb.edu/future-students/apply-admissions/placement-testing/index.html> or by calling the Placement Testing Office at 586.445.7423 for South Campus or 586.286.2027 for Center Campus. It is highly recommended that you prepare for the placement test by going to the following website: <https://accuplacer.collegeboard.org/students/prepare-for-accuplacer>.

Retesting is available and MUST meet all the Retesting Policy Requirements below:

- After the first placement test is taken and a student wishes to retest, they will be required to wait one week (7 calendar days) to retest.
 - All or part of the Accuplacer may be retaken for a fee.
 - Student will pay the retesting fee at the Cashier's Office and bring the receipt to the Placement Testing Office to present to the Placement Testing staff.
 - The student will retake the test and be given a Score Report. Score information will be uploaded to the student's record and the best score earned will be used.
 - Once a student retakes a specific module of the placement test, they may not retake that specific module for 120 days.
5. Attend MANDATORY Orientation - The program will hold a MANDATORY orientation meeting for all candidates admitted to the program sometime during the month of May. If you are selected as an alternate candidate, you must also attend the mandatory orientation.

RANKING

All applicants whose documentation is complete and on file by the deadline date are ranked according to the following criteria. Available seats are filled in the same rank order. All prerequisite courses must be completed by the deadline date with a grade of C (2.0 GPA) or better to be ranked.

The GRADE POINT AVERAGE (GPA) for ranking will be based on the three prerequisite courses (BIOL-2710, ENGL-1180 or ENGL-1210, and PSYC-1010) weighted at 50%; the other 50% is based on placement examination (½ Writing, ½ Reading).

PROCESSING

Applicants will be ranked in the Occupational Therapy Assistant program ONLY if they have applied and completed all the requirements to the program BEFORE THE FEBRUARY 15, 2018 DEADLINE DATE. The processing of all applicants (including filing, computations, and ranking) takes approximately three months following the deadline date. At that time, all applicants are notified by mail of the admission decision, no later

than May 15, 2018. Applicants who are not admitted may apply for the following year but will not be given preference by reason of having applied before.

Only those applicants selected for admission are required to submit a \$100.00 **non-refundable** fee to confirm acceptance into the program. Admission is conditional upon proof of health documentation required at the appropriate time by the Department of Health and Human Services.

Note: Some or all of the admission criteria listed above may constitute change from the past policy. Macomb retains the prerogative of changing admission procedures and requirements. Furthermore, students and prospective students bear the responsibility for keeping informed of college procedures and requirements.

CRIMINAL BACKGROUND CHECKS

Macomb Community College's clinical partners may not accept students who have been convicted of certain crimes into a clinical learning environment. Additionally, a felony conviction may impact an individual's eligibility to take the National Board for Certification in Occupational Therapy (NBCOT) certification examination. Therefore, students must undergo a Criminal Background Check, at their own expense, through CastleBranch.com in order to be considered for admission to the **Occupational Therapy Assistant** program.

NOTE: Students will get more information regarding the Criminal Background Check at the mandatory orientation.

OCCUPATIONAL THERAPY ASSISTANT PROGRAM WAITING PERIODS*

Macomb Community College's clinical partners may not accept students who have been convicted of certain crimes into a clinical learning environment. Additionally, a felony conviction may impact an individual's eligibility to take the National Board for Certification in Occupational Therapy (NBCOT) certification examination. Therefore, students must undergo a Criminal Background Check through **CastleBranch.com** in order to be considered for admission to the **Occupational Therapy Assistant** program.

Convictions occurring after acceptance into the program must be reported to the Associate Dean of the HHSC Dept immediately. A student is not eligible for admission to the Occupational Therapy Assistant program for a period of years following completion of all terms and conditions of sentencing for conviction of certain crimes. The precise number of years a student must wait following sentencing depends upon the nature of the offense. Generally speaking, the more serious the offense, the longer the students must wait before eligibility is restored. Macomb Community College has adopted the waiting periods specified in MCL 330.1134a. If a student has been convicted of a crime, the student should consult "Occupational Therapy Assistant Program Waiting Periods" BEFORE seeking admission to the Occupational Therapy Assistant program to determine the specific waiting period, if any, applicable to that conviction. Failure to disclose conviction of a crime listed in MCL 330.1134a is grounds for immediate dismissal from the Occupational Therapy Assistant program. If a student is convicted of a crime listed in MCL 330.1134a while in the Occupational Therapy Assistant program, the student will be immediately dismissed from the program.

Waiting Period

15 years

- A felony that involves the intent to cause death or serious impairment of a body function, that result in death or serious impairment of a body function that involves the use of force or violence, or that involves the threat of the use of force or violence.
- A felony involving cruelty or torture.
- A felony involving intentional or reckless harm to a vulnerable adult by a caregiver or person with authority over a vulnerable adult.
- A felony involving criminal sexual conduct.
- A felony involving abuse or neglect.
- A felony involving the use of a firearm or dangerous weapon.
- A felony involving the diversion or adulteration of a prescription drug or other medications.
- An attempt or conspiracy to commit any of the felonies listed above.

10 years

- A felony, or an attempt or conspiracy to commit a felony, other than felony with a 15-year waiting period set forth above.
- A misdemeanor involving the use of a firearm or dangerous weapon with the intent to injure, the use of a firearm or dangerous weapon that results in a personal injury, or a misdemeanor involving the use of force or violence or the threat of the use of force or violence.
- A misdemeanor involving intentional or reckless harm to a vulnerable adult by a caregiver or person with authority over a vulnerable adult.
- A misdemeanor involving criminal sexual conduct.
- A misdemeanor involving cruelty or torture.
- A misdemeanor involving abuse or neglect.

5 years

- A misdemeanor involving cruelty if committed by an individual who is less than 16 years of age.
- A misdemeanor involving home invasion.
- A misdemeanor involving embezzlement.
- A misdemeanor involving negligent homicide.
- A misdemeanor involving larceny.
- A misdemeanor of retail fraud in the second degree.
- A misdemeanor involving assault, fraud, theft, or the possession or delivery of a controlled substance.

3 years

- A misdemeanor for assault if there was no use of a firearm or dangerous weapon and no intent to commit murder or inflict great bodily injury.
- A misdemeanor of retail fraud in the third degree.
- A misdemeanor involving the manufacture, delivery, or possession of a controlled substance.

1 year

- A misdemeanor involving the manufacture, delivery, or possession of a controlled substance, if the individual, at the time of conviction, is under the age of 18.
- A misdemeanor for larceny or retail fraud in the second or third degree if the individual, at the time of conviction, is under the age of 16.

***This document was prepared for information purposes only. In the event of a conflict between the statements in this document and the language of MCL 330.1134a, MCL 330.1134a shall control. Please see MCL 330.1134a or consult your attorney for additional information.**

2018 Selective Admissions Occupational Therapy Assistant Application



Submission Deadline: February 15, 2018

Note: All prerequisite courses must be completed by the deadline date with a grade of C (2.0 GPA) or better to be ranked.

1 Student I.D. Number: **OR** Social Security Number:

2 _____ 3 _____
Last Name First Middle Prior Last Name

4 _____ 5 _____
Street Number Street Name or P.O. Box Additional Address Information (I.E; Apt., Bldg, Lot, Etc.)

6 _____ 7 _____ 8* _____
City, State, Zip Code Area Code (Home Phone No.) Area Code (Cell Phone No.) Email Address

Area Code (Home Phone No.) Area Code (Cell Phone No.) Date of Birth (Month/Date/Year)

* **Optional**—Information will be kept confidential and will not be used as a factor in the admission process.

9 High School Last Attended: _____
High School City State

10 A. High School Graduation Date: _____ B. GED Completion Date: _____

11 List below all colleges and universities attended other than Macomb Community College. List most recent first. **Failure to list all colleges/universities previously attended will result in immediate disqualification.**

<u>Name</u>	<u>City & State</u>	<u>Dates of Attendance</u>	<u>For Office Use Only</u>
_____	_____	_____	<input type="checkbox"/> Received
_____	_____	_____	<input type="checkbox"/> Received
_____	_____	_____	<input type="checkbox"/> Received
_____	_____	_____	<input type="checkbox"/> Received

I certify that all my responses are true to the best of my knowledge. I understand the policies and procedures published in the College Catalog, and on the website (www.macomb.edu) are the official source of information for Macomb Community College.

Signature Today's Date

For Office Use Only				
	Date		Taken at	Term
Accuplacer Elementary Algebra Score:		BIOL-2710		
Accuplacer Reading Score:		PSYC-1010		
Accuplacer Writing Score:		ENGL-1180 OR ENGL-1210		
Incomplete: Letter Sent:				
Complete Letter Sent:				
PERC Restrictions:				

Send to: Macomb Community College, Center Campus Records & Registration Office, G-110, Selective Admission Area, 44575 Garfield Road, Clinton Township, MI 48038-1139.
Applications can be faxed to: 586.226.4787 or Emailed to: records@macomb.edu.
Official transcripts can be emailed to: transcripts@macomb.edu.