APPLICATION INFORMATION AND QUALIFICATIONS

Professional Master of Science (MS)
Master of Occupational Therapy (MOT)

For Students with an Undergraduate Degree in a Discipline other than OT

Thank you for your interest in the Department of Occupational Therapy at Colorado State University. We offer both Master of Science (MS) and Master of Occupational Therapy (MOT) degrees. While both degree options are practice-oriented and prepare students to apply research evidence to support best practice, they have different capstone requirements for graduation as described below.

- To meet the Graduate School’s capstone requirements for graduation, MS students complete an independent research thesis through a carefully mentored research process (Graduate School Plan A). The **MS degree** is thus recommended for students who want to become directly involved in research while earning their degrees and who may imagine completing a PhD in the future and future roles as researchers and educators. Interested applicants are encouraged to learn about the programs of research conducted by faculty in the department in order to match their research interests with those of possible mentors. Applicants are also welcome to contact individual faculty members to explore mentoring and thesis possibilities prior to their admission into the program (www.ot.chhs.colostate.edu/faculty-staff).

- To meet the Graduate School’s capstone requirements for graduation, MOT students complete a capstone project in their final semester of study (Graduate School Plan C). This capstone project is designed to help students integrate learning across all of their courses and fieldwork experiences and to advance their expertise related to a specialty focus area. The **MOT degree** is thus recommended for students who, while committed to evidence-based practice, do not envision conducting research as a central activity either while studying to become occupational therapists or in their future careers.

Generally, students select their degree option during their first semester of study. Students may also change their degree choice during the first academic year. **This application consequently serves as an application to both the MS and MOT degree programs.** Please review the following directions and requirements carefully. If you have questions, please contact us at 970-491-6243 or otinfo@colostate.edu.

APPLICATION INFORMATION:

- Application Deadline - January 15, 2014
- Notification of Acceptance – March 1, 2014

Admission is governed by the standards of the Graduate School and the Department of Occupational Therapy at Colorado State University. As noted above, the OTCAS application, CSU’s Graduate School application and OT Departmental materials must be submitted by January 15, 2014. Applicants should note that this deadline is **much earlier** than the April 1, 2014 deadline stated on the Graduate School’s website (http://graduateschool.colostate.edu/prospective-students/apply/application-deadline-dates.aspx), and plan accordingly. The OTCAS application, OT departmental materials and the Graduate School application must be submitted by the same deadline (January 15, 2014).

Applications are reviewed after January 15, 2014. **Students whose application materials are not complete by the application deadline will not be considered for admission.** Final admission is contingent upon successful completion of prerequisites and an undergraduate degree.
• **Specialization:** The Occupational Therapy program prepares students as generalists per national accreditation standards. While the program does not offer certifications in specialty areas of practice, students may develop a specialty focus through their choice of an elective (MOT degree option) or through completion of their capstone requirements (MOT and MS degree options).

• Both MS and MOT programs accept only full-time students.

**Minimum Qualifications, Fall 2014:**

• **Undergraduate Grade Point Average (GPA):** All applicants must have a minimum undergraduate cumulative GPA of 3.0 on a 4.0 scale to be considered for enrollment per the rules established by the Graduate School at Colorado State University.

• **Feasible plan to complete undergraduate degree:** For applicants currently completing their first undergraduate degree, satisfactory completion of that degree must occur prior to fall admission into the master’s program.

• **Feasible plan to complete all prerequisites:** For applicants currently taking prerequisite courses, satisfactory completion must occur prior to beginning fall semester classes in the master’s program. The minimum accepted grade for any prerequisite is a C. Note that high grades on completed prerequisites improve chances for admission.

• **Graduate Record Examination (GRE):** Applicants are required to take all three sections of the GRE General Test. No minimum score is required. Applicants must take this exam, receive their score in the mail and send a copy by e-mail to the Occupational Therapy Department by the application deadline. In addition, applicants are required to request an official score be sent to CSU (#4075) from the GRE Testing Service. Although the official score is not required by the application deadline, the official score must be received by CSU and will be used to verify information sent by e-mail to the Occupational Therapy Department.

• **International Students:** In addition to the previous qualifications, non native English speakers must demonstrate
  - Minimum TOEFL score of 94 on internet-based exam or
  - Minimum TOEFL score of 587 on paper-based exam or
  - Minimum IELTS score of 7.0

**Evaluation of Application:**

Complete applications that meet the minimum qualifications are reviewed by the admissions committee. Acceptance decisions are based on multiple factors include the following:

• **Cumulative undergraduate GPA**
  - Students who are currently completing their first bachelor’s degree, the GPA will be computed based on completed coursework.
  - Students who are in the process of completing a second bachelor’s degree or a master’s degree, the GPA will be computed based on the most recently and highest completed degree.

• **GRE scores**

• **Number of prerequisites completed (the more the better)**

• **Grades obtained in prerequisite courses**

• **Life Experience Essay** (submitted online to Occupational Therapy Department)

• **Personal Statement** (submitted in OTCAS application)

• **References** (submitted in OTCAS application)
APPLICATION PROCEDURES

Professional Master of Science (MS)
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Applicants must complete and submit all of the following items by January 15, 2014:

- OT Centralized Application Service (OTCAS) Application
- CSU Graduate School Online Application
- OT Departmental Application Materials
  - Life Experience Essay
  - Prerequisite course completion information and course syllabi/descriptions
  - Unofficial transcripts for courses completed for college credit through fall semester/quarter 2013
- Copy of GRE score report

OTCAS Application

- Application is available at:
  www.otcas.org
  - Apply online by January 15, 2014 at 11:59 pm EST

CSU Graduate School Online Application

- Application is available at the Graduate School web site at:
  http://graduateschool.colostate.edu/index.asp?url=apply
  - Apply online by January 15, 2014
    Please note: Applications are only accepted for Fall 2014 admission

OT Departmental Application Materials (Link will be available September 3, 2014)

- Submit the following information online by January 15, 2014 on the OT Department Materials website at:
  https://www.cahs.colostate.edu/otgradapp

1. Life experience essay
   Formatting:
   - 12-point font, double-spaced, 1 inch margins
   - maximum length - 900 words

   Reflect on experiences you have had with people different than yourself in one or more of the following ways: race, ethnicity, socioeconomic status, political orientation, sexual orientation, culture, religion, gender, age. What did your experience teach you about yourself? How do you think your experience will influence your career path and your thinking as an occupational therapist?
   - Create in Word and save as either Word or PDF document and upload to OT Department Materials website
2. Prerequisite information and course syllabi/descriptions
   • Plan for completing prerequisite courses including course title, institution, semester/quarter and year. Grade received in course is required if course has been completed.
   • Course descriptions/syllabi for Brain and Behavior and Anatomy and Physiology requirements. Syllabi for Colorado State University courses are not required.

3. Unofficial transcripts for courses completed for college credit through fall semester/quarter 2013
   Transcripts can be a copy of an official transcript or an unofficial transcript obtained through your school’s web site.

**GRE Scores (All three sections of general test)**
1. Submit copy of GRE score report as an attachment to otappmaterials@colostate.edu
2. Request official GRE scores to be sent directly to CSU (#4075).
Application Packet Check-Off Sheet

Professional Master of Science (MS)
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Application Deadline Date
- January 15, 2014 at 11:59 EST – OT Centralized Application Service (OTCAS) application
- January 15, 2014 – CSU Graduate School online application
- January 15, 2014 – OT Departmental application materials
- January 15, 2014 – GRE scores (all three sections of general test)

A complete application packet consists of the following:
1. OTCAS Application:
   _____ Online application was submitted on or before January 15, 2014
   www.otcas.org

2. CSU Graduate School Online Application:
   _____ Online Application was submitted on or before January 15, 2014
   (http://graduateschool.colostate.edu/index.asp?url=apply)
   _____ $50 application fee has been paid

3. OT Departmental Application Materials: (Link will be available September 3, 2014)
   Information submitted to https://www.chhs.colostate.edu/otgradapp/
   _____ Life experience essay has been written according to prompt described on page 3 of the
   OT Application Procedures and was uploaded to the OT Department Materials website by January
   15, 2014
   _____ Prerequisite information was completed online on the OT Department Materials website by
   January 15, 2014
   _____ Website URL or course syllabi/descriptions for Brain and Behavior and Anatomy and Physiology
   requirements were entered on the OT Department Materials website by January 15, 2014 (Syllabi
   for Colorado State University courses are not required.)
   _____ Unofficial transcripts for courses completed for college credit through fall semester/quarter 2013
   have been uploaded to the OT Department Materials website by January 15, 2014

4. GRE scores:
   _____ Copy of GRE score report (all three sections of general test) has been sent by e-mail to the
   Occupational Therapy Department by January 15, 2014 (otappmaterials@colostate.edu)
   _____ Official GRE score report has been requested and is being sent directly to CSU (#4075)

5. For International students only:
   In addition to the materials listed above, the following items must be submitted to Colorado State
   University:
   _____ TOEFL has been completed and score has been self-reported on OTCAS application
   _____ Official TOEFL score report has been requested and is being sent directly to CSU (#4075)
Transcripts for US and Canadian institutions:
Submission of transcripts for college-level courses:
- Transcripts are required from every institution you have attended even if courses are listed on another transcript.
- Transcripts are required from every institution you have attended even if courses do not apply to prerequisite requirements.
- College transcripts are required for all college level courses taken while in high school.
- Transcripts are required for study abroad courses. If the study abroad courses were sponsored by an institution in the U.S. and the courses and grades are listed on that U.S. transcript, transcripts from the international institution are not required. If courses and grades do not appear on the US transcript, transcripts are required from the international institution.

Transcripts for non-US and non-Canadian institutions:
Submission of Foreign Transcript Evaluation (Transcripts are not required)
- Course-by-course equivalency report from an international transcript evaluation service must be received by OTCAS by application deadline date

Applicants admitted to the OT program:
Upon notification of acceptance, additional information is required to be sent to the Occupational Therapy Department at CSU:
- Admitted applicants must send official transcripts for all college courses completed. All offers are provisional based on OTCAS-reported courses and unofficial transcripts sent to the CSU Department of Occupational Therapy. Official verification of academic coursework occurs upon receipt of official transcripts sent to the CSU Department of Occupational Therapy.
- In addition, official transcripts for any remaining prerequisites and completion of undergraduate degree must be submitted to the OT Department before classes begin in August.

Questions? Please call 970-491-6243 or contact us at otinfo@colostate.edu.
**PREREQUISITE COURSES & DESCRIPTIONS:**

Completion of the following courses can be accomplished through enrollment (on campus or online) at an accredited college, university, or community college. *Pass/fail courses or grades below a C are not accepted as prerequisite coursework.*

Applicants can be in the process of completing the prerequisites when applying to the program; however, all prerequisites must be completed before the program begins in August.

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<tr>
<th>Course Category</th>
<th>Course Requirements</th>
<th>Course Details</th>
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<tbody>
<tr>
<td><strong>Brain and Behavior</strong></td>
<td>Course must appear on your transcript as taken in the year 2004 or later.</td>
<td>Course (minimum of 3 semester credits) include structure and function of the human brain including neuronal communication, plasticity, and the biological basis of behavior. CSU equivalent courses: BMS 345, PSY 458 or PSY 454. A distance learning course at the University of Colorado-Boulder also meets this requirement: Biological Psychology 1, PSYC 2012 (Section 641). Other courses which typically meet this requirement include: Behavioral Neuroscience, Neurophysiology, Neuropsychology, and Physiological Psychology.</td>
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<tr>
<td><strong>Anatomy and Physiology</strong></td>
<td>Course must appear on your transcript as taken in the year 2004 or later.</td>
<td>Human anatomy and physiology (minimum of 4-8 semester credits) may be taken as separate courses or as a combined anatomy and physiology course. If anatomy and physiology is offered as a two or three part sequence, all courses in the sequence must be completed. The physiology content must include all human body systems and the anatomy content must include anatomical structure of the muscular, skeletal and nervous systems (including spinal cord) and weekly labs on human anatomy using cadavers, CD ROM material, skeletons or three dimensional models. (CSU equivalent courses: BMS 301 Human Gross Anatomy, BMS 300 Principles of Human Physiology)</td>
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<tr>
<td><strong>Lifespan Development</strong></td>
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<td>Courses in human development or developmental psychology that cover the physical, cognitive and psychosocial human development across the entire lifespan (minimum of 3 semester credits). Available on-campus or online (<a href="http://www.online.colostate.edu">www.online.colostate.edu</a>). (CSU equivalent course: HDFS 101, PSY 175).</td>
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<td><strong>Statistics</strong></td>
<td>Course must appear on your transcript as taken in the year 2004 or later.</td>
<td>Any basic statistics course (minimum of 3 semester credits) that includes graphs, descriptive statistics, confidence intervals, hypothesis tests and correlation. Available on-campus or online (<a href="http://www.online.colostate.edu">www.online.colostate.edu</a>). (CSU equivalent course: STAT 201, STAT 204, STAT 301, STAT 307, STAT 311.)</td>
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<td><strong>Biomechanics of Human</strong></td>
<td>All accepted students must complete (Biomechanics of Human Occupation, OT 450) through CSU before starting the program in August. CSU offers OT 450 as a web-based/in-class lab hybrid during the summer session (<a href="http://www.online.colostate.edu">www.online.colostate.edu</a>).</td>
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<td><strong>Abnormal Psychology</strong></td>
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<td>Broad and introductory course (minimum of 3 semester credits) on abnormal psychology to help students become familiar and more comfortable with the phenomena traditionally known as mental illness. (CSU equivalent course: PSY 320) Also available via DVD (<a href="http://www.online.colostate.edu">www.online.colostate.edu</a>).</td>
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<td><strong>Sociology or Anthropology</strong></td>
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<td>Courses that address how society and culture affect one's thinking and behavior (minimum of 3 semester credits). Ethics and cultural diversity courses can meet this requirement. Available on-campus or online (<a href="http://www.online.colostate.edu">www.online.colostate.edu</a>). (CSU equivalent courses: ANTH 100, ANTH 200, ETST 316, IE 270, PHIL 205, SOC 100, SOC 105, SOC 205).</td>
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<td>Course</td>
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<td>Introduction to Occupational Therapy</td>
<td>General introduction to the field of occupational therapy (minimum of 2 semester credits). (CSU equivalent course: OT 110). CSU offers OT 110 as a web-based course for resident CSU students during the spring and summer sessions. Also, this course is offered for off-campus students during the spring and summer sessions (<a href="http://www.online.colostate.edu">www.online.colostate.edu</a>).</td>
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| Medical Terminology          | General medical terminology course for the health and human service professions. (CSU equivalent course: OT 215). CSU offers OT 215 as a web-based course for resident CSU students during the fall and spring sessions. Also, this course is offered for off campus students during the fall, spring and summer sessions ([www.online.colostate.edu](http://www.online.colostate.edu)). Other options include:  
  • A certificate of completion form from a hospital-based medical terminology course.  
  • Students may independently prepare to take a comprehensive multiple-choice Medical Terminology Challenge Exam upon entry into the program. Students are allowed two exam attempts within the first two weeks of the fall semester. A minimum score of 80% is required to pass the exam and meet the medical terminology requirement. Students taking this independent study route are encouraged to study the text by Brooks (5th, 6th or 7th edition). *Exploring Medical Language*, Mosby. |
| Human Disease/Conditions Exam only | Upon entry into the program, students will be required to take a comprehensive multiple choice Human Disease/Conditions Exam based on independent preparation using Atchison, B.J. & Dirette, D.K. (4th edition): *Conditions in Occupational Therapy*, Lippincott Williams & Wilkins. This exam is given during the first two weeks of fall classes and a minimum passing score of 80% is required.  
**A study guide is provided below.**  
Chapter 1: Revisit this chapter periodically and apply concepts to each subsequent chapter  
For each chapter (2 – 21):  
1. Define key terms  
2. Identify common abbreviations used  
3. Describe the condition including common signs and symptoms; etiology or course of the disease; causes; impact on occupational performance or participation of the individual, family or significant others; and impact on client factors.  
4. Differentiate different types or levels of conditions  
5. Describe common medical management  
To supplement independent preparation, students may elect to take formal coursework. Completion of a formal course will not substitute for passing the human disease/conditions exam. |