APPLICATION INFORMATION AND QUALIFICATIONS

Professional Master of Science (MS) and 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, 2016
• Notification of Acceptance – March 16, 2016

Admission is governed by the standards of the Graduate School and the Department of Occupational Therapy at Colorado State University. Undergraduate degree must meet accreditation standards accepted by Colorado State University. As noted above, the OTCAS application, CSU’s Graduate School application and OT Departmental materials must be submitted by January 15, 2016. Applicants should note that this deadline is much earlier than the April 1, 2016 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, 2016).

Applications are reviewed after January 15, 2016. 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.
DEPARTMENT OF OCCUPATIONAL THERAPY
Colorado State University
Fort Collins, CO 80523

- **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 2016:**

- **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 request their official score be sent to CSU (#4075) from the GRE Testing Service and must report their scores in the OTCAS application by the application deadline. 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 unofficial information reported in the OTCAS application.
- **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 GPA**
  - For applicants who are currently completing their first bachelor’s degree, the GPA will be calculated on all courses completed for college credit from all institutions attended.
  - For applicants who have already completed an undergraduate degree, the GPA will be calculated on all courses completed for college credit, from all institutions attended, prior to receiving the undergraduate degree.
  - For applicants who have completed a second bachelor’s degree or a master’s degree, the GPA will be calculated on the most recent or highest completed degree.
- **GRE scores**
- **Progress toward completion of prerequisite courses**
- **Grades obtained in prerequisite courses**
- **CSU OT Master's Admissions Essay (submitted online to Occupational Therapy Department)**

Admissions scores are calculated and each applicant ranked based on the above factors. Applicants’ personal statements and references, submitted through OTCAS, may be considered in final decisions pertaining to scholarships, graduate teaching assistantships, and graduate research assistantships.
APPLICATION PROCEDURES

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

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

Applicants must complete and submit all of the following items by January 15, 2016:

- OT Centralized Application Service (OTCAS) Application
- CSU Graduate School Online Application
- OT Departmental Application Materials
  - CSU OT Master’s Admissions Essay
  - Prerequisite course completion information and course syllabi/descriptions
  - Unofficial transcripts for courses completed for college credit through fall semester/quarter 2015
- Unofficial GRE scores reported on OTCAS
- Official GRE scores requested to be sent to Colorado State University

OTCAS Application

- Application is available at: www.otcas.org
- Apply online by January 15, 2016 at 11:59 pm EST (Please note this submission deadline is based on Eastern Standard Time - two hours earlier than the submission time for the two components of the application listed below.)

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, 2016 at 11:59 pm MST
  - Please note:
    - CSU Graduate School applications are only accepted for Fall 2016 admission
    - Personal statement in CSU Graduate application: Type “See essay sent to Occupational Therapy Department”. The personal statement in the CSU Graduate School application is not required.
    - Official transcripts: Applicants do not need to send official transcripts to the Occupational Therapy Department at the time of application. These official transcripts will be required if applicant is offered provisional admission to the program.

OT Departmental Application Materials

- Submit the following information online by January 15, 2016 on the OT Department Materials website at: https://www.chhs.colostate.edu/OTGradApp/ (Link will be available September 1)

  1. CSU OT Master’s Admissions Essay

  Applicants will read an article and respond to questions related to the article. Directions for the essay responses will be specified, including font size and word count, on the OT Department Materials website (https://www.chhs.colostate.edu/OTGradApp/) where the essay is uploaded.
Questions will be based on the following article:


2. Prerequisite information and course syllabi/course descriptions

- Prerequisite courses: Include course title, institution, semester/quarter and year for all courses. Grade received in course is required if course has been completed.
- Course descriptions/syllabi for Brain and Behavior and Anatomy and Physiology requirements:
  - Course descriptions/syllabi for Colorado State University courses are not required.
  - The following courses meet our Brain and Behavior requirement; therefore, course descriptions/syllabi are not required for the following: Neuroanatomy, Behavioral Neuroscience, Neurophysiology, Neuropsychology, Physiological Psychology, Cognitive Neuroscience, Biological Basis of Behavior, Neurobiology and Biological Psychology.

3. Unofficial transcripts for courses completed for college credit through fall semester/quarter 2015

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. Report unofficial GRE scores on OTCAS

2. Request official GRE scores to be sent directly to CSU (#4075).
Application Packet Check-Off Sheet

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

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

Application Deadline Date

- January 15, 2016 at 11:59 EST – OT Centralized Application Service (OTCAS) application
(Please note: Because of the different time zones, the OTCAS submission deadline is two hours earlier than the submission deadline for the CSU Graduate School online application and the OT Departmental application materials.)
- January 15, 2016 at 11:59 MST – CSU Graduate School online application
- January 15, 2016 at 11:59 MST – OT Departmental application materials
- January 15, 2016 at 11:59 EST – All three sections of GRE scores reported to OTCAS

A complete application packet consists of the following:

1. OTCAS Application:
   - Online application was submitted on or before January 15, 2016

2. CSU Graduate School Online Application:
   - Online Application was submitted on or before January 15, 2016
   - (http://graduateschool.colostate.edu/index.asp?url=apply)
   - $60 application fee has been paid

3. OT Departmental Application Materials:
   - CSU OT Master’s Admissions Essay has been written according to the questions for the assigned article as described on page 3 of the OT Application Procedures and was submitted to the OT Department Materials website by January 15, 2016
   - Prerequisite information was completed online on the OT Department Materials website by January 15, 2016
   - 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, 2016 (Syllabi for Colorado State University courses are not required.)
   - Unofficial transcripts for courses completed for college credit through semester/quarter 2015 have been uploaded to the OT Department Materials website by January 15, 2016

4. GRE scores:
   - GRE scores (all three sections of general test) have been reported on the OTCAS application by January 15, 2016
   - 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 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 for overseas US institution coursework:
- Transcripts are required for study abroad courses. If study abroad courses were sponsored by the institution in the US and the courses and grades are listed on the US 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 international (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 the department 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 reported course grades 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 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 admitted students must complete all prerequisites before the program begins in August.

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<tr>
<th>Course</th>
<th>Requirements</th>
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<tr>
<td><strong>Brain and Behavior</strong></td>
<td>Course (minimum of 3 semester credits) must include structure and function of the human brain. The following course titles meet this requirement, <strong>have been approved by our department, and do not need to be reviewed:</strong> Neuroanatomy, Behavioral Neuroscience, Neurophysiology, Neuropsychology, Physiological Psychology, Cognitive Neuroscience, Biological Basis of Behavior, Neurobiology, Biological Psychology, PSYC 2012 Biological Psychology (via distance learning at the University of Colorado-Boulder) and the following approved CSU courses: BMS 345, PSY 252, PSY 458 or PSY 454 available on-campus or online (<a href="http://www.online.colostate.edu">www.online.colostate.edu</a>).</td>
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<td><strong>Anatomy and Physiology</strong></td>
<td>Human anatomy and physiology may be taken as separate courses or as a combined anatomy and physiology course. If anatomy/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. (Approved CSU equivalent courses: BMS 301 Human Gross Anatomy, BMS 300 Principles of Human Physiology.) CSU equivalent online courses: BMS 300 Principles of Human Physiology and BMS 310 Anatomy for the Health Professions. (<a href="http://www.online.colostate.edu">www.online.colostate.edu</a>)</td>
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<td><strong>Lifespan Development</strong></td>
<td>Courses in human development or developmental psychology that cover physical, cognitive and psychosocial human development across the entire lifespan (minimum of 3 semester credits). (Approved CSU equivalent courses: HDFS 101, PSY 175.) Available on-campus or online (<a href="http://www.online.colostate.edu">www.online.colostate.edu</a>).</td>
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<td><strong>Statistics</strong></td>
<td>Any basic college-level statistics course (minimum of 3 semester credits). (Approved CSU equivalent courses: STAT 201, STAT 204, STAT 301, STAT 307, STAT 311.) Available on-campus or online (<a href="http://www.online.colostate.edu">www.online.colostate.edu</a>).</td>
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<td><strong>Abnormal Psychology</strong></td>
<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. (Approved CSU equivalent course: PSY 320.) Available on-campus or online (<a href="http://www.online.colostate.edu">www.online.colostate.edu</a>).</td>
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<td><strong>Introduction to Occupational Therapy</strong></td>
<td>General introduction to the field of occupational therapy (minimum of 1-3 semester credits). The course should include content on history of the profession, the OT Practice Framework, and the Code of Ethics. (Approved CSU equivalent course: OT 110.) We do not require that this course be completed at Colorado State University; however, if you chose to take the CSU course, it is available online (<a href="http://www.online.colostate.edu">www.online.colostate.edu</a> – search OT 110) during spring and summer semesters.</td>
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| Medical Terminology | General medical terminology course for the health and human service professions. (Approved CSU equivalent course: OT 215.) Available on campus or online (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. |
| Biomechanics of Human Occupation | All accepted students must complete Biomechanics of Human Occupation, OT 450 through CSU in the summer before starting the program in August. This course is offered only to admitted students and occurs only during the summer session (www.online.colostate.edu). Please note: This course is offered as a web-based/in class lab hybrid, and students will be required to attend a daily two-hour laboratory on campus (Monday-Thursday over four weeks). Students are required to be on campus for class beginning Monday July 18 - August 12, 2016. |