

**Physical Therapist Assistant  
School of Health Professions  
Application Information**

Dear Applicant,

Thank you for your interest in the Physical Therapist Assistant (PTA) Program at NorthWest Arkansas Community College. Please review the following information carefully, as it outlines the requirements and steps necessary for consideration into the professional phase of the program.

**Application Requirements**

To be considered for admission into the PTA Program, you must:

- Complete all prerequisite courses by the end of the Spring semester of the application year.
- Submit the PTA Program application and signed informed consent forms through the online portal by March 1.

We accept no more than 18 qualified applicants into the professional phase each June. Applicants will be offered a position based on the provided ranking system.

Important Note: If you have taken Clinical Kinesiology more than twice, a 10-point deduction will be applied to your overall score.

**Informed Consent Forms**

These forms confirm that you have been informed of critical program requirements.

**Scholarship Information**

NWACC Foundation's scholarship application period is open from October 1 – March 1 at <https://nwacc.awardspring.com>.

When you complete the application, the system will automatically match you to all eligible scholarships. For assistance, email [scholarships@nwacc.edu](mailto:scholarships@nwacc.edu).

**Selection Process**

Applicants must:

- Complete an interview with the PTA Selection Committee (scheduled in late Spring).

- Understand that the final percentile score in PHTA 2105 Clinical Kinesiology accounts for 34% of your ranking. No substitutions are allowed for this course.
- See the ranking formula for full details.

### **Additional Requirements**

- **Criminal Background Check:** Offenses may prevent completion of clinical rotations and/or eligibility for the NPTE exam.
- **Observation Hours:** Complete 9 hours of observation at three different physical therapy sites (minimum 3 hours per site). Schedule early to meet deadlines.
- **Physical Examination:** Submit a signed Physician Certification of Essential Functions and Physical Abilities form after your physical exam.
- **Transcripts & Immunizations:** Provide official transcripts for prerequisite courses taken at other institutions to the NWACC Registrar. Submit proof of required immunizations (measles and rubella if born on or after January 1, 1957) to both the Registrar and the Health Professions Division.

### **Checklist & Timeline**

Use the provided checklist to organize and submit all required documents in the correct order. The timeline will help you track deadlines and anticipate communication from the program.

### **Questions?**

Email the Health Professions Advisor at [hpadvisor@nwacc.edu](mailto:hpadvisor@nwacc.edu) or the PTA Program Director at [nviriden@nwacc.edu](mailto:nviriden@nwacc.edu).

Kindest regards,

Nick Virden, PT, DPT

*Board-Certified Clinical Specialist in Orthopaedic Physical Therapy  
Certified Strength and Conditioning Specialist*

## REQUIREMENTS AND SELECTION

A grade of “C” or above in ALL required prerequisite courses is required to be considered for acceptance into the PTA Program. Students must also earn a “C” or higher in all PTA Program Professional courses to remain in the PTA Program and graduate with an AAS in PTA.

All prerequisite courses must be completed by the end of the Spring semester you are applying for consideration into the professional phase of the PTA Program that begins in June.

### PRE-REQUISITE COURSES

HIM 1001 Intro to Medical Terminology

BIOL 2214 Anatomy and Physiology I

BIOL 2224 Anatomy and Physiology II

ENGL 1013 English Composition I

PSYC 2003 General Psychology

PHTA 2103 Clinical Kinesiology in Physical Therapy

MATH 1003 Survey of Technical Math OR MATH 1204 College Algebra

ENGL 1023 English Composition II OR ENGL 2013 Technical Writing

CISQ 1103 Intro to Computer Information OR HIM 1123 Electronic Health Records

Selection of qualified applicants for the PTA Program is based on a point system used to rank applicants. Applicants with the highest points, as determined by the point ranking system, will be offered a position in the PTA Program.

Enrollment is limited by class size: The Physical Therapist Assistant Program may only admit 18 students per year in June. The top-ranked students who meet all the criteria will receive an invitation for admission into the PTA Program. If any students offered admission decline the invitation, applicants on the alternate list will be notified and offered a position beginning with the first alternate based on total points.

In the event of a tie in total points for the last space in the PTA Program class, the student with the highest grade and percentile score in PHTA 2105 Clinical Kinesiology will be offered the position.

Students are ranked based on the following Selection Criteria:

100/292 = 34.2%	PHTA 2105 Clinical Kinesiology in PT
72/292 = 24.7%	A&P I, A&P II, Medical Terminology
60/292 = 20.5%	ENGL Comp I & II, General Psychology, Intro to Computers, & Survey of Professional Math OR College Algebra
60/292 = 20.5%	Interview
292/292 = 100%	Total points possible

### **DEGREE AUDIT INFORMATION:**

If you are transferring credits from another institution and/or want to determine if you have met the pre-requisite courses for the PTA Program, you may request a degree audit.

A degree audit identifies a student's progress toward an NWACC degree plan and determines the specific credits that NWACC will allow to a student from another institution. There is no charge for a degree audit.

Who should request an audit? Students will want to request a degree audit only if they plan to receive a degree from NWACC.

When should a student request an audit?

- If a student has completed coursework successfully at another institution
- Before a degree audit can be completed, official transcripts from all institutions attended must be on file in the Enrollment Support office.

## **CHECKLIST**

Your application must contain the following information to be considered complete. If your submission is not complete, you will not be considered for admission.

The deadline to submit the PTA Program Traditional Application and required documents is March 1<sup>st</sup> via the online application portal.

Items to be submitted to the Enrollment Support Office:

- Official Transcript(s) to transfer course credit\*
- Immunization records (Measles and Rubella if born after 1/1/57)

Physical Therapist Assistant Program Application Packet:

- Clinical Observation Form
- Physician Certification of Essential Functions and Physical Abilities
- Copy of immunization records (Measles and Rubella if born after 1/1/57)
- Curriculum Informed Consent Form
- Observation Informed Consent Form
- PTA Program Selection Criteria & Course Substitutions Informed Consent Form
- Program and Admission Requirements Informed Consent Form
- Licensure/Certification Form Informed Consent Form
- Clinical Placement Informed Consent Form
- Clinical Placement Requirements Health insurance, background check, and urine drug screen Informed Consent Form
- Additional Program-Related Costs Informed Consent Form
- Student Health, Physician Certification, Physical Condition, and Disability Policy/Informed Consent Form

\*Course Substitution: If a student believes they have taken a pre-requisite course at another institution or NWACC equivalent to an NWACC course needed for the PTA degree and did not receive credit accordingly, a course substitution may be requested. The student must meet with the Health Professions Academic Advisor to determine if the course is eligible for a course substitution. If so, they will be directed to the appropriate academic division to complete the request. The academic division of the course is in will then determine if a course substitution can be given. There are no course substitutions for Clinical Kinesiology.

## TIMELINE AND SELECTION PROCESS

The chart below is for informational purposes only to inform applicants of the timelines regarding the PTA Program Application & Selection Process

DATE:

- March 1 – PTA Program Application and application materials due by 4:00 pm.
- Third week of March – Application file checked for completeness and we will begin the interview process. Please watch your NWACC email for available dates and times.
- End of Spring Semester – If the applicant completed program pre-requisites at another institution during the Spring semester, they MUST have the course instructor email the final grade to the PTA Program Director ASAP after the final is taken.
- End of Spring Semester – The applicant's rank will be tallied, and notification of acceptance or denial will be sent via NWACC email.
- Summer registration – accepted applicants register for Summer PTA Program Courses
- June – PTA Program Professional Courses begin

**Physical Therapy Clinic Observation Confirmation Form**

Thank you for allowing applicants to the NorthWest Arkansas Community College Physical Therapist Assistant Program to observe physical therapy practice at your facility. This requirement may be met by observation, volunteer or work hours. Observation must consist of a minimum of 3 hours at 3 different facilities.

**Observation #1**

Facility Name & Phone #: \_\_\_\_\_

Date & Hours Spent: \_\_\_\_\_

PT or PTA Name (please print): \_\_\_\_\_

PT or PTA Signature: \_\_\_\_\_

**Observation #2**

Facility Name & Phone #: \_\_\_\_\_

Date & Hours Spent: \_\_\_\_\_

PT or PTA Name (please print): \_\_\_\_\_

PT or PTA Signature: \_\_\_\_\_

**Observation #3**

Facility Name & Phone #: \_\_\_\_\_

Date & Hours Spent: \_\_\_\_\_

PT or PTA Name (please print): \_\_\_\_\_

PT or PTA Signature: \_\_\_\_\_

I certify that the information given is complete to the best of my knowledge. I understand that submission of false information is grounds for denial of admission or immediate suspension if enrolled.

\_\_\_\_\_  
Student Name (Print)                      Date

\_\_\_\_\_  
Student Signature                      Date



## **Physician Certification of Essential Functions for Physical Therapist Assistant Program**

Students who wish to pursue a career in Physical Therapy Assistant must meet the following essential minimal physical, mental, and job standards to complete the educational activities in the Physical Therapist Assistant program.

Admission to the NWACC Physical Therapist Assistant program is conditional on the candidate's ability to satisfy these professional standards, with or without reasonable accommodation. Reasonable accommodations will be made on an individual basis. Students who have special needs are encouraged to identify themselves to the Program Director and the Disability Resource Center for reasonable accommodations. Reasonable accommodations will be based on current documentation provided to the Disability Resource Center.

The following professional standards and essential skills are functions that must be met with or without reasonable accommodations: The American Physical Therapist Association lists their Professional Standards as "Essential Qualifications" as listed below:

### **Motor Skills:**

Candidates shall have sufficient motor function to execute movements required to provide general care and treatment to patients in all healthcare settings. [For example: For the safety and protection of the patients, the candidate must be able to perform basic life support, including CPR, and function in an emergency situation. The candidate must be able, within reasonable limits, to safely assist a patient in moving, for example, ambulating, transferring from a chair to a bed, examination table, or from a wheelchair to another location.

### **Sensory/Observation:**

A candidate must be able to acquire the information presented through demonstrations and experiences in the basic and profession's sciences. He or she must be able to observe a patient accurately, at a distance and close at hand, and observe and appreciate non-verbal communication when performing an assessment and intervention or administering treatment. The candidate must be capable of perceiving the signs of disease and infection as manifested through physical examination. Such information is derived from images of the body surfaces, palpable changes in various organs and tissues, and auditory information (patient voice, heart tones, and lung sounds).

### **Communication:**

The candidate must communicate effectively and sensitively with other students, faculty, staff, patients, family, and other professionals. He or she must express his or her ideas and

feelings clearly and demonstrate a willingness and ability to give and receive feedback. A candidate must be able to: convey or exchange information at a level that allows the development of a health history; identify problems presented; explain alternative solutions; and give directions during treatment and post-treatment. The candidate must be able to communicate effectively in oral and written forms in English. The candidate must be able to process and communicate information on the patient's status with accuracy in a timely manner to healthcare team members. The appropriate communication may also rely on the candidate's ability to make a correct judgment in seeking supervision and consultation in a timely manner.

**Cognitive:**

A candidate must be able to measure, calculate, reason, analyze, integrate and synthesize in the context of undergraduate professional study. The candidate must be able to read and comprehend extensive written material quickly. He or she must also be able to evaluate and apply information and engage in critical thinking in the classroom and clinical setting.

**Behavioral/Emotional:**

A candidate must possess the emotional health required to fully utilize his or her intellectual abilities, exercise good judgment, and prompt completion of all responsibilities attendant to the diagnosis and care of patients and families. In addition, s/he must maintain mature, sensitive, and effective relationships with patients, students, faculty, staff, and other professionals under all circumstances, including highly stressful situations. The candidate must have the emotional stability to function effectively under stress and to adapt to an environment that may change rapidly without warning and/or in unpredictable ways. The candidate must be able to experience empathy for the situations and circumstances of others and effectively communicate that empathy. The candidate must know that his or her values, attitudes, beliefs, emotions, and experiences affect his or her perceptions and relationships with others. The candidate must be able and willing to examine and change his or her behavior when it interferes with productive individual or team relationships. The candidate must possess the skills and experience necessary for effective and harmonious relationships in diverse academic and working environments.

**Professional Conduct:**

Candidates must possess the ability to reason morally and practice ethically. Candidates must be willing to learn and abide by professional standards of practice. S/he must possess compassion, empathy, altruism, integrity, honesty, responsibility, and tolerance. Candidates must be able to engage in patient care delivery in all settings and deliver care to all patient populations, including but not limited to children, adolescents, adults,

developmentally disabled persons, medically compromised patients, and vulnerable adults.

**Physical Abilities:**

Static strength (the ability to exert maximum muscle force to lift, push, pull, or carry objects) and flexibility (the ability to bend, stretch, twist, or reach with your body, arms &/or legs). Physical abilities include standing, walking, sitting, lifting, carrying, pushing, pulling, and/or hand function. Strength classification is Medium Work: Exerting 20 to 50 pounds of force occasionally, and/or 10 to 25 pounds of force frequently, and/or greater than negligible up to 10 pounds of force constantly to move objects.

NWACC strives to provide reasonable accommodation as necessary to allow a PTA student to be successful. If you need accommodation, please get in touch with the NWACC Office of Disability Services.

I certify that \_\_\_\_\_ (student name) is able to perform the essential functions and physical demands of a physical therapist assistant.

\_\_\_\_\_  
Clinic Name

\_\_\_\_\_  
Physician Name Print

\_\_\_\_\_  
Physician Signature                      Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Student Name (Print)

\_\_\_\_\_  
Student Signature                      Date

## Curriculum Informed Consent Form

Curriculum for entrance into the program for summer

- The Physical Therapist Assistant degree program consists of 29 hours of general education courses and 50 hours of Physical Therapist Assistant professional core courses for 79 credit hours in the Associate of Applied Science (A.A.S) degree in Physical Therapist Assistant.
- A grade of “C” or above in ALL required pre-requisite courses is required to be considered for acceptance into the PTA Program. Students must also earn a “C” or higher in all PTA Program Professional courses to remain in the PTA Program and graduate with an AAS in PTA.
- All prerequisite courses must be completed by the end of the spring semester May to be considered eligible for consideration into the professional phase of the PTA Program that begins in June.

### PRE-REQUISITE COURSES

BIOL 2214 Anatomy & Physiology I BIOL 2224 Anatomy & Physiology II

CISQ 1103 Intro to Computer Information OR HIM 1123 Electronic Health Records ENGL 1013 English Composition I

ENGL 1023 English Composition I OR ENGL 2013 Technical Writing

PHYS 2003 General Psychology AHSC 1001 Medical Terminology

MATH 1003 Survey of Technical Math OR MATH 1203 College Algebra

PHTA 2105 Clinical Kinesiology in Physical Therapy

Professional Core PTA Program Courses: Students accepted into the PTA Program must complete all professional courses with a “C” or higher to remain in the program. Students must take all required courses each semester and attend full-time. The Professional

Courses begin in June, and students will complete the program in August of the following year.

### Summer Session (10 credit hours)

PHTA 2101 Basic Principles of Physical Therapy

PHTA 2121 Basic Principles of Physical Therapy Lab

PHTA 2222 Communication & Documentation

PHTA 2114 Basic PT Tests and Measures

PHTA 2112 Basic PT Tests and Measures Lab

**Fall Semester (17 credit hours)**

PHTA 2252 Life Span Development

PHTA 2231 Theory & Treatment Techniques

PHTA 2232 Theory & Treatment Techniques Lab

PHTA 2283 Physical Therapy Procedures I

PHTA 2202 Physical Therapy Procedures I Lab

PHTA 2241 Gait Analysis Training

PHTA 2242 Gait Analysis Training Lab

PHTA 2213 Pathophysiological Conditions

PHTA 2271 Clinical Experience

**Spring Semester (17 credit hours)**

PHTA 2332 Special Topics

PHTA 2301 Physical Therapy Procedures II

PHTA 2302 Physical Therapy Procedures II Lab

PHTA 2362 Therapeutic Exercise

PHTA 2333 Therapeutic Exercise Lab

PHTA 2391 Neurophysiology

PHTA 2392 Neurophysiology Lab

PHTA 2352 Clinical Internship I

PHTA 2361 Pediatrics

PHTA 2371 Pediatrics Lab

**Summer Session (6 credit hours)**

PHTA 2403 Clinical Internship II

PHTA 2413 Clinical Internship III

I have received information regarding the curriculum & curriculum requirements to be considered eligible for acceptance into the PTA Program. If accepted into the PTA Program's professional component, I must take and pass all professional courses with a "C" or higher to remain in the PTA Program.

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Student Name (Print)

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Student Signature

Date



## **Informed Consent & Course Substitutions Informed Consent**

Selection of qualified applicants into the PTA Program is based on a point system used to rank applicants. The 14-18 applicants with the highest points using the point ranking system will be offered a position in the PTA Program. Enrollment is limited by class size: The Physical Therapist Assistant Program may only admit 14 - 18 students per year in June. The top ranked 14 - 18 students who meet all the criteria will receive an invitation for admission into the Physical Therapist Assistant Program. If any of the students offered admission decline the invitation, applicants on the alternate list will be notified and offered a position beginning with the first alternate based on total points.

In the event of a tie in total points for the last space in the PTA Program class, the student with the highest grade and percentile score in PHTA 2105 Clinical Kinesiology will be offered the position.

All pre-requisite courses must be passed with a "C" or higher to meet the PTA Program requirements.

Students are ranked based on the following Selection Criteria:

100/292 = 34.2%	PHTA 2105 Clinical Kinesiology in PT
72/292 = 24.7%	A&P I, A&P II, Medical Terminology
60/292 = 20.5%	ENGL Comp I & II, General Psychology, Intro to Computers, & Survey of Professional Math OR College Algebra
60/292 = 20.5%	Interview
292/292 = 100%	Total points possible

\*Course Substitution: If a student believes they have taken a pre-requisite course at another institution or NWACC that is equivalent to an NWACC course needed for the PTA degree and did not receive credit accordingly, a course substitution may be requested, and the student must meet with the Health Professions Academic Advisor to determine if the course is eligible for a course substitution. If so, they will be directed to the appropriate academic division to complete the request. The academic division the course is in will then determine if a course substitution can be given. There are no course substitutions for Clinical Kinesiology.

I have read and understood the statements relating to the PTA Program selection process and course substitutions. I have viewed the sample selection form worksheet in this packet indicating how the points are tallied.

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Student Name (Print)

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Student Signature

Date

I am currently repeating the following prerequisite courses:

Course Name Institution where you are taking the course

## **Program and Admission Requirements Informed Consent**

### **Student Records and Confidentiality:**

The PTA Program maintains all records in a confidential manner according to the Family Educational Rights and Privacy Act (FERPA) of 1974. See NWACC College Catalog for details.

### **PTA Program Curriculum Work Recommendation:**

The PTA Program curriculum is very demanding, with many hours of in- & out-of-class time required. It is recommended that students work no more than 10 hours/week. Applicants accepted into the professional component of the PTA Program must take and pass all professional courses offered each semester with a “C” or higher to remain in the PTA Program. Students who do not meet the requirement of a “C” or higher in any course may be dismissed from the PTA Program subject to their right to appeal.

### **Program and Clinical Placement Requirements:**

For students to be placed in the clinical setting for clinical experiences and clinical internships, they must have and provide proof of health insurance, criminal background check, urine drug screen, annual TB skin test, additional immunizations, and CPR Certification. Students will be required to follow other clinical facility policies. In addition, students may be required to go to healthcare institutions outside Northwest Arkansas for clinical internships at the student’s expense.

### **Notice of nondiscrimination:**

NorthWest Arkansas Community College is committed to a policy of nondiscrimination involving equal access to education and employment opportunities to all, regardless of sex, race, age, religion, color, national origin, handicap or veteran status.

The Administration further extends its commitment to fulfilling and implementing the federal, state and local laws and regulations as specified in Title IX and Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. NWACC provides services to allow persons with disabilities to participate in educational programs and activities. If you desire services, contact the Director of Disability Services or the Vice President for Learner Support Services.

### **ESL Student Requirements:**

Students for whom English is a second language must earn a score of 92 or higher on the COMPASS ESL Listening Test (taken within the last three years) OR a score of 110 or higher

on the Accuplacer ESL Listening Test to be eligible for admission to the Physical Therapist Assistant Program at NWACC.

Meeting or exceeding this minimum score demonstrates the ability to understand linguistically complex material, including academic lectures and factual reports.

Non-native English-speaking students pursuing a career in PTA who do not meet the minimum score will be required to retest and achieve a passing score by March 1.

I have read and understand the above statements relating to the PTA Program curriculum requirements, clinical placement requirements, notice of nondiscrimination, and ESL COMPASS or ACCUPLACER Listening Test Requirement for students for whom English is their second language.

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Student Name (Print)

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Student Signature

Date



## **Clinical Placement Informed Consent Form**

### INFORMATION REGARDING POSSIBLE PROHIBITION OF SECURING CLINICAL PLACEMENT FOR CLINICAL COURSES.

Individuals who have been convicted of a felony, have been involved with or convicted of illegal drug use or substance abuse, been declared judicially incompetent, or receive a positive urine drug screen may not be allowed to attend the clinical component of the Physical Therapist Assistant Program. Failure to participate in a clinical rotation will result in failure to meet the clinical objectives and result in dismissal from the program subject to the student's right to appeal.

Students are responsible for paying for the urine drug screen and background check which will be required AFTER acceptance into the program, but prior to clinical placement. The urine drug screen will cost approximately \$50.00 and the background check will cost approximately \$50.00.

I have read and understand the above statement relating to clinical placement.

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Student Name (Print)

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Student Signature

Date





## **Student Health, Physician Certification, Physical Condition, and Disability Informed Consent Form**

Students who are accepted into a Health Professions program must be able to perform course related physical activities. A copy of the essential functions and physical tasks required for the program is included in this packet. The student is required to have a physical and submit certification from a physician that the student is able to perform the related essential functions and physical tasks required for this profession. Proof of physical and the student's ability to perform the essential functions and physical tasks of a physical therapist assistant is to be submitted with the application packet. A copy of the essential functions and physical demands is included for the student to take to the physician.

In the event a student becomes pregnant, a written statement is required from a medical doctor stating that the physical exertion required during the course work and clinical work is not contraindicated. After the delivery, written notice is required from a medical doctor that releases the student to return to the normal course related activities of that particular program.

In the event of an extended (anything beyond four days) illness, injury, or surgery, two letters must be submitted by a medical physician. The first letter is due upon the onset and should state the problem, restrictions, and prognosis. The second letter should state fitness to return to normal course related activities and should be submitted prior to returning to the program.

The faculty and/or the advisory committee of individual programs reserve the right to make the final decision regarding a student's return to the program after a medical leave.

Students who are admitted to the Program are required to submit proof of health insurance by January 10<sup>th</sup> of the spring semester.

NWACC strives to provide reasonable accommodation as necessary to allow a student to be successful. If you have a documented disability that would require reasonable accommodation, please contact the Office of disability Services.

I have read and understand the above statement relating to student health, physical condition, and disabilities. I realize I am responsible for seeing a physician and submitting the physician signed Essential Functions & Physical abilities form with my application.

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Student Name (Print)

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Student Signature

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Date