OCCUPATIONAL THERAPY ASSISTANT
ADMISSION PACKET FOR AUGUST 2023 FULL-TIME PROGRAM

Admission procedures require you to:
1. Be admitted to the College and have a student ID number **before** applying to the program.
2. Apply to the program **before** registering for the pre-entrance exam.
3. Check email frequently throughout the admission process. Correspondence will only be sent via email.

Dear Occupational Therapy Assistant Applicant:

Thank you for your interest in the Occupational Therapy Assistant (OTA) Program at John A. Logan College (JALC) offered through the Southern Illinois Collegiate Common Market (SICCM). The career that you are considering is truly exciting! Graduates of this program earn an Associate in Applied Science Degree in Occupational Therapy Assistant.

The College has an open admission policy; however, there are some programs which have additional entrance requirements. Please examine this packet, which will provide you with information about the profession and career of an Occupational Therapy Assistant (OTA) and the SICCM Occupational Therapy Assistant Program. Links to online applications, general and program, and test registration are included. Enclosed you will find information about:

- ADMISSION PROCEDURES
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  - STEP 2: Program Application Requirement
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Further information is included in this packet and available on our website at Restricted Allied Health Admission. We encourage you to thoroughly review the packet and website prior to applying to the program. Best wishes in your educational endeavors.

Regards,

Ariella Gomez
Coordinator of Testing Services

Stephanie Chaney Hartford, Ph.D.
Dean for Academic Affairs
Changes effective 9/30/22 - please note information listed in this packet is subject to change.

ADMISSION PROCEDURES

The following admission procedures shall be followed by all prospective applicants seeking admission to the SICCM OTA program through JALC. It is imperative that the steps be followed in order to ensure that all the admission procedures are complete by the deadline date. Failure to comply with the deadline dates designated by JALC and SICCM will automatically terminate the application for the program.

The admission procedures for the SICCM OTA program are the same for John A. Logan College and Shawnee Community College. Each college does give preference to its in-district students. Students may apply at only one community college for entrance into a program. Applications and testing will be cross-checked among the campuses.

These admission procedures are in accordance with Illinois law. The law requires that programs not having sufficient space and resources to accommodate all applicants will accept those applicants best qualified, using ranking, ability and achievement test scores as guides, with preference given to students residing in-district.

The SICCM OTA program admission process does not discriminate on the basis of race, creed, color, national origin, gender, age, or the presence of a non-job-related condition or disability.

To be eligible for admission in the full-time program beginning fall 2023, an applicant must meet these criteria and submit the following credentials to the designated office by the deadline date:

STEP 1: General Admission Requirements

☐ Apply for general admission to the College by completing the online application by **March 31, 2023**, if not currently enrolled in courses at JALC. If an applicant prefers, a paper application may be completed, you can contact admissions at (618) 985-2828 ext: 8298.

   If an application for general admission has previously been submitted, please update any relevant information online in the MyJALC portal, if necessary.

   Need help accessing student accounts click here, contact the Admissions and Records Office at (618) 985-2828 Ext. 8298.

☐ Submit current placement scores to the **Admissions and Records Office** by **March 31, 2023**. We will accept scores from ACCUPLACER, ACT, or SAT taken within the past three years. An applicant who has not already completed a college-level English and Mathematics course or scored below the minimum requirement in English and Math on the ACT or SAT, must complete placement testing in Reading, Writing, and Mathematics to determine appropriate placement in courses. For more information about placement testing, visit Required Placement Testing. If an applicant needs to schedule an appointment to take a placement test, contact Testing Services at (618) 985-2828 Ext. 8520.

   Regardless of placement test scores taken for general college admission, and any resultant remedial courses required, all applicants desiring to apply for the OTA program will be allowed to take the OTA pre-entrance exam. However, if an applicant scores low on any general admission placement test, counselors may advise against continuing the OTA application process.

☐ Submit all transcripts, high school and college, to the **Admissions and Records Office** by **March 31, 2023**. **An official copy of a final high school or GED® (High School**

Equivalency) transcript with a graduation date is required. In addition, official transcripts from other colleges attended are required if transferring any courses. Transcript must show when the course was taken, and the grade received. It is the applicant's responsibility to ensure that all official college transcripts have been received and evaluated in the Admissions and Records Office by the deadline.

☐ Provide proof of current residency to the **Admissions and Records Office** by **March 31, 2023**. Preference is given to in-district applicants. The following forms may serve as acceptable proof of residency to be **RANKED** as an in-district applicant:

- A valid Illinois driver's license with an address in JALC College District #530
- A valid Illinois state identification card with an address in JALC College District #530
- A valid Illinois voter's registration card that indicates JALC College District #530
- A current Illinois real estate tax bill that indicates property is owned within the JALC College District #530

In-district applicants will be rank ordered before applicants' out-of-district, if one of the above forms of acceptable proof is received in the Admissions and Records Office by March 31, 2023. If one of the above forms of acceptable proof is not received in the Admissions and Records Office by March 31, 2023, the applicant will be rank ordered at the bottom of the in-district list with all other out-of-district applicants.

Although the following forms may serve as proof to be charged the in-district tuition rate for an approved course or program guide, these forms **DO NOT** qualify as acceptable proof of residency to be **RANKED** as an in-district applicant. Therefore, **the applicant will be rank ordered at the bottom of the in-district list with all other out-of-district applicants**.

- A letter from an employer that indicates employment in JALC College District #530
- A lease agreement that indicates residence in JALC College District #530
- A bank statement or utility bill that indicates residence in JALC College District #530
- A valid Illinois FOID card with an address in JALC College District #530
- A final transcript from an in-district high school with a graduation date within the past five years
- A CAREER Agreement approved by JALC's V.P. for Instruction

Verification must show the applicant's name with their current address. PO Boxes are not accepted as proof of residency. New driver's licenses now show both PO Box and street address.

If an applicant has questions regarding general admission, they should contact the Admissions and Records Office at (618) 985-2828 Ext. 8298.

STEP 2: Program Application Requirement

AN APPLICANT MUST HAVE AN ACTIVE JALC STUDENT ID NUMBER AND VOLMAIL EMAIL BEFORE APPLYING TO THE PROGRAM.

☐ [Apply to the Occupational Therapy Assistant program](#) by completing the online application form by **March 31, 2023**. Fill out application completely and hit the submit button. Once submitted, click on the link provided to register for the pre-entrance exam. A new program application is required each year.

If an applicant has questions regarding program admission, they should contact Testing Services at (618) 985-2828 Ext. 8247.

STEP 3: Pre-Entrance Exam Requirement

AN APPLICANT MUST APPLY TO THE PROGRAM BEFORE REGISTERING FOR THE PRE-ENTRANCE EXAM.

☐ Register online to take the **Test of Essential Academic Skills (TEAS)** pre-entrance exam for the OTA program by the test registration deadline. To access the test registration link, visit Restricted Allied Health Testing.

BEFORE REGISTERING, please read the information below carefully about the exam. Scroll down to view test dates and registration deadlines.

The test given for entry into the OTA program is the TEAS Test of Essential Academic Skills (TEAS). The exam includes sections on reading, math, science, and English and language usage. All four sections of the test will be given. The total percentage score will be used as a raw score and used for admission ranking.

Additional information about the test can be accessed by going to ATI Testing (TEAS). Click on the TEAS tab at the top to locate study preparation materials and ATI Teas Exam Details.

Test scores are valid for two consecutive academic years; however, a new program application must be completed each year and submitted by the required deadline. If an applicant tested the previous academic year and chooses not to retest in the current academic year, they must submit a written request to the Coordinator of Testing Services for the previous test scores to be considered. In this instance, no pre-entrance exam registration is necessary.

Registration will only be accepted online through RegisterBlast. Students must register for a seat prior to the test date. There is a $65.00 + tax payment due at the time of the exam. If you do not bring a debit or credit card on the day of the exam, you will not be allowed to test.

After registering for a seat, students must go to www.atitesting.com and create an account. This must be completed prior to your exam date or you might not be allowed to take the exam.

Two tests may be taken within one academic year (September 1st through August 31st) and there must be at least 21 days between test attempts. Tests will be held in Testing Services and will begin promptly at 9:00 AM and 1:00 PM, unless indicated otherwise. Late arrivals may not be allowed to take the test.

Remote testing options available at an additional cost. Please inquire by contacting Testing Services.

Photo ID and a Debit or Credit Card is required on exam day.

No personal belongings are needed or permitted to be in applicant possession during the test. If an applicant must bring something, a designated place will be provided.

Refunds will **not** be issued.

Tests will be administered in a computer-based format and are timed. The exam will take a minimum of 3 ½ hours. Online calculator provided as allowed on the exam. Test questions may not be copied. Scratch paper must be turned in. These tests are copyrighted by ATI Testing (TEAS). It is illegal to copy any portion of these exams.

Testing Services will provide test results to the applicants after results have tabulated.

The college reserves the right to change exam dates and fees at any time. Seating is limited, and registrations will be processed on a first come, first served basis. Applicants must register before the registration deadline set below for each test session.

TEAS Test Dates for OTA	Registration Deadlines
Friday, October 21, 2022 @ 9:00 AM	Thursday, October 20, 2022 by 9:00 AM
Friday, October 28, 2022 @ 9:00 AM	Thursday, October 27, 2022 by 9:00 AM
Friday, November 4, 2022 @ 9:00 AM	Thursday, November 3, 2022 by 9:00 AM
Thursday, November 17, 2022 @ 1:00 PM	Wednesday, November 16, 2022 by 1:00 PM
Friday, November 18, 2022 @ 9:00 AM	Thursday, November 17, 2022 by 9:00 AM
Thursday, December 1, 2022 @ 1:00 PM	Wednesday, November 30, 2022 by 1:00 PM
Friday, December 2, 2022 @ 9:00 AM	Thursday, December 1, 2022 by 9:00 AM
Thursday, December 15, 2022 @ 1:00 PM	Wednesday, December 14, 2022 by 1:00 PM
Friday, December 16, 2022 @ 9:00 AM	Thursday, December 15, 2022 by 9:00 AM
Wednesday, January 4, 2023 @ 1:00 PM	Tuesday, January 3, 2023 by 1:00 PM
Tuesday, January 10, 2023 @ 5:00 PM	Monday, January 9, 2023 by 5:00 PM
Thursday, January 13, 2023 @ 9:00 AM	Wednesday, January 12, 2023 by 9:00 AM
Thursday, January 26, 2023 @ 1:00 PM	Wednesday, January 25, 2023 by 1:00 PM
Friday, January 27, 2023 @ 9:00 AM	Thursday, January 26, 2023 by 9:00 AM
Tuesday, January 31, 2023 @ 5:00 PM	Monday, January 30, 2023 by 5:00 PM
Thursday, February 9, 2023 @ 9:00 AM	Wednesday, February 8, 2023 by 9:00 AM
Thursday, February 16, 2023 @ 1:00 PM	Wednesday, February 15, 2023 by 1:00 PM
Friday, February 17, 2023 @ 9:00 AM	Thursday, February 16, 2023 by 9:00 AM
Thursday, February 23, 2023 @ 1:00 PM	Wednesday, February 22, 2023 by 1:00 PM
Friday, February 24, 2023 @ 9:00 AM	Thursday, February 23, 2023 by 9:00 AM
Tuesday, February 28, 2023 @ 1:00 PM	Monday, February 27, 2023 by 1:00 PM
Wednesday, March 1, 2023 @ 9:00 AM	Tuesday, February 28, 2023 by 9:00 AM
Friday, March 3, 2023 @ 9:00 AM	Thursday, March 2, 2023 by 9:00 AM
Thursday, March 30, 2023 @ 1:00 PM	Wednesday, March 29, 2023 by 1:00 PM
Friday, March 31, 2023 @ 9:00 AM	Thursday, March 30, 2023 by 9:00 AM

If an applicant has a disability and wishes to obtain reasonable accommodations, they should contact Disability Support Services at (618) 985-2828 Ext. 8270 to schedule an appointment with

the DSS coordinator to see if they qualify for services. The applicant will need to have accommodations approved by the DSS coordinator at least 1 week in advance to the testing date so that proper arrangements can be made.

If an applicant has questions regarding the pre-entrance exam or test results, they should contact Testing Services at (618) 985-2828 Ext. 8247.

STEP 4: Prerequisite Course Requirement

☐ Submit an official college transcript that shows successful completion of prerequisite course requirement listed with a minimum of a C grade to the **Admissions and Records Office** by **March 31, 2023**. No transcript required if course completed at JALC.

- BIO 205 – Human Anatomy and Physiology I (within the last 5 years)

If an applicant is accepted into the program and the above course is not completed with a minimum of a C grade by **July 31, 2023**, they will not be allowed to start the program and their position will be forfeited to the next qualified applicant on the list.

For general course advisement and registration, an applicant should contact their advisor. If they need to be assigned to an advisor, they should contact Testing Services at (618) 985-2828 Ext. 8520. Registration is by appointment only, except during designated walk-in dates.

STEP 5: Admission Selection Process

The selection of applicants is based on the stated admission criteria. The test scores are very important in the selection process because they are rank ordered from highest to lowest. Applicants that earn the highest total points and complete the admission criteria by the program deadline will be selected. Priority will be given to applicants residing in-district. Rank order for the OTA program is based **exclusively** upon the following:

1. Test of Essential Academic Skills (TEAS) scores. All four sections of the test will be given. The total percentage score will be used as a raw score for admission ranking.

   Each applicant may take the pre-entrance exam twice within one academic year and there must be at least 21 days between test attempts. Any additional tests beyond the first two will not be counted. The highest composite score of the two tests will be used for determination of admission. Testing will be cross-checked among the campuses.

2. Additional points will be given for achieved passing grades in previously taken courses of BIO 205, BIO 206 and PSY 132. The following points will be added for each grade earned: A = 10 points, B = 8 points, C = 6 points. Points will also be given for achieved passing grades in previously taken courses of HIT 217, ENG 101, MAT 120 or MAT 104, COM 115 and PSY 262. The following points will be added for each grade earned: A = 3 points, B = 2 points, and C = 1 point. Courses must be completed by **March 31, 2023** for points to be added. Courses completed after that time will not count as points toward admission. Each course must have been passed with a minimum of a C grade. No points will be given without an official transcript. Official transcripts must show when the course was taken, and the grade received.

Total percentage score achieved will be used as a raw score. Rank ordering of applicants for admission consideration will be made based on total points earned. Ties will be broken by the scores achieved on the TEAS, science and reading, successively.

To be eligible for fall 2023 admission, testing must be complete and scores available to the college by March 31, 2023. Determination of the list of accepted students will be made from the applicants who have tested and applied by March 31st.

Each college has a predetermined number 12-13 admission slots, for a total class size of twenty-five (25) students. Admission lists will be ranked and determined separately at each college, for the number of student slots accorded that college and by the applications submitted to that college.

If the program is not full, colleges may choose to test and accept applications through April 30th for any remaining slots. Unless empty program slots remain for fall 2023 admission, those applicants testing and applying after April 30th will be considered for fall 2023 admission.

The top-scoring applicants from each college will be admitted to the SICCM OTA program. A list of accepted applicants will be developed by mid-April, the spring before the start of the program. Accepted applicants will be informed of admission into the program by the admitting college via email beginning mid-April 2023 and will have seven (7) days from the date emailed to return the acceptance form in the attached acceptance letter. Should an accepted applicant choose not to enter the class, the next applicant in the rank order for that campus will be notified of acceptance. If no response is obtained, the applicant will be dropped from future consideration and the next alternate on the list will be notified of acceptance.

Notification of denial into the program will be sent via email when all positions are filled, typically before late June. Any individual, not receiving an email by late June, should contact the Coordinator of Testing Services. Applicants who are not admitted and remain on the list after the program starts will not be carried over for the next year. If interested in applying for the next year's program, a new program application must be submitted.

If an applicant is accepted to the program and chooses not to enter the fall class, any future admission must be by re-application. All applicants must make application for each year they wish to be considered for entrance into the OTA program. ATI Test of Essential Academic Skills (TEAS) results will be considered valid for two consecutive academic years.

No student may be admitted to any individual Southern Illinois Collegiate Common Market program more than *two times* within a *five-year period*. After withdrawing from a single program two times, the student will be allowed to enter any other SICCM program *only one time*. "Withdrawing" is defined as declining a previously accepted admission invitation within ten weeks of program start time and/or withdrawing from class attendance before completing the first semester. Each campus may consider exceptions for extreme cases of unanticipated, non-elective health issues of self and family.

All correspondence will be sent via email, including acceptance, alternate, and denial notifications. Therefore, an applicant must provide an email, Volmail or personal, that is checked on a regular basis. The mailing address provided on the program application will be used for residency purposes and verification of residence at that address will be required (see residency requirements under STEP 1).

It is extremely important to abide by the deadline dates outlined in this packet. It is the applicant's responsibility to assure that these documents have been received in the designated office by the deadline date.

If you have questions regarding this process, please contact the Coordinator of Testing Services at (618) 985-2828 Ext. 8247.

PROFESSION

Occupation may be defined as the ordinary things we do each day to work, to play, and to take care of ourselves. Occupational therapy is based on the idea that our personal identity and feeling of value is closely tied to what we are able to do. Each of us chooses many "occupational" roles that are important to us and make us excited to engage in life. We may, for example, choose occupational roles of parent, homemaker, student, athlete, etc., with many tasks in each that are important for us to carry out independently. When our function becomes impaired in these roles, we may lose both our independence and our sense of self-worth. Occupational Therapy is the art and science of helping people achieve independence with, and through, the use of everyday activities. It focuses on those aspects that give quality and purpose to performance.

The practice of occupational therapy utilizes the therapeutic use of purposeful and meaningful occupations in treatment, as well as focusing on these occupations as the goal of treatment. OT intervention may include: restoration of performance abilities; instruction in compensatory techniques; design, fabrication and use of assistive technology and/or orthotic devices; and health and wellness promotion strategies. Occupational therapy assistants, under the supervision of an occupational therapist, will work directly with persons to achieve a maximum level of independent living by developing the capacities that remain after disease, accident, or other disability.

The occupational therapy practitioner works with people who are limited by physical injury or illness, psychosocial dysfunction, developmental or learning disabilities, poverty and cultural differences, or the aging process in order to maximize independence, prevent disability and maintain health. The profession tailor's rehabilitation individually for each client. Through evaluation and treatment, it seeks to restore or improve function in occupational performance. Treatment is provided within the context of the client's life environments and relationships and is guided by the concerns of the patient. Functional performance is considered within the areas of work, self-care, and leisure; with treatment developed to minimize the effect of disability and maximize existing ability.

The occupational therapy assistant is an integral part of the rehabilitation team focused on providing optimum patient care. Occupational therapy assistants, supervised by occupational therapist, possess the technical skills to provide services to individuals of all ages who have physical, psychological, or developmental disabilities; which may include but are not limited to those suffering from strokes, heart, diseases, arthritis, diabetes, serious burns, spinal cord injuries, and psychiatric disorders. Occupational therapy serves a diverse population in a variety of settings such as hospitals and clinics, rehabilitation facilities, long-term care facilities, extended care facilities, sheltered workshops, schools and camps, private homes, and community agencies.

For more information about the profession, visit American Occupational Therapy Association (AOTA), Accreditation Council for Occupational Therapy Education (ACOTE), National Board for Certification in Occupational Therapy, Inc. (NBCOT), and Illinois Occupational Therapy Association (ILOTA).

For information on pay and job outlook, visit Bureau of Labor Statistics.

PROGRAM

The Occupational Therapy Assistant [two-year] Associate Degree in Applied Science Program is offered through the Southern Illinois Collegiate Common Market and is a cooperative program

with John A. Logan College and Shawnee Community College. Each spring semester, students from each college are admitted to begin the program the following fall semester. John A. Logan College is allotted thirteen (13) admission slots and Shawnee Community College is allotted twelve (12) admission slots to initially fill, for a total class size of twenty-five (25) students.

Students are admitted to the OTA program and register for all courses on their home campus. General education courses are taken on the home campus, but OTA core courses are taught either at the SICCM Regional Instructional Center in Herrin, Illinois, or within patient/client care agencies. After all classes and fieldwork internship are completed within the OTA program, students graduate from their entering college.

Because the regions of the two cooperating colleges are large, traveling is an integral element of the consortium program. Time commitment is significant in this intense curriculum and includes travel to OTA classes and fieldwork assignments. Efforts are made to minimize travel where possible, accomplished by grouping classes and incorporating web-based instruction into coursework.

ESSENTIAL TASKS FOR OTA PROGRAM STUDENTS

The completion of the education program for Occupational Therapy Assistant (OTA) is intellectually and physically challenging. Students (with or without reasonable accommodations) must be able to meet specific behavioral objectives called Essential Skills/Abilities to complete the educational (classroom and clinical portions) program and effectively work in the profession as an OTA. A description of these required tasks, skills, and abilities is found at: Essential Tasks, Skills, and Abilities.

PROGRAM OBJECTIVES

The OTA curriculum is designed to provide a progressive transition from beginning student to entry-level clinician. During the coursework and internships, students will develop entry-level competencies necessary to provide services to persons of all ages who have functional loss due to physical, neurological, social/emotional, cognitive, or developmental disabilities. The occupational therapy assistant graduate will possess the technical skills necessary to collaborate with the occupational therapist in providing occupational therapy services, incorporating values and attitudes that reflect the profession's practice standards and ethics. Expected program outcomes are that the student will:

- Complete program coursework and fieldwork successfully.
- Pass national certification examination for occupational therapy assistant upon graduation.
- Demonstrate ability to provide high quality entry-level occupational therapy assistant services under the necessary supervision of an occupational therapist, in consumer and client-care environments.
- Incorporate values and attitudes congruent with the profession's core values and code of ethics.
- Demonstrate the understanding of need for life-long personal and professional growth.
- Recognize employment opportunities in traditional and non-traditional settings.

The OTA curriculum is currently under review with planned changes scheduled for implementation Fall 2023 pending JALC/SCC and ICCB approval.

PROGRAM OUTCOMES

[Click here to find program results from the National Board for Certification in Occupational Therapy (NBCOT)](#).

Graduation Year	Students Entering	Students Graduating	Graduation Rate
2022	21	14	67%
2021	25	11	62%
2020	23	19	82%
2019	25	21	84%
2018	25	24	96%
Total	**119**	**89**	**75%**

ACCREDITATION

The SICCM OTA program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 6116 Executive Boulevard, Suite 200, North Bethesda, MD 20852-4929. ACOTE's phone number c/o AOTA is (301) 652-6611. Graduates of the SICCM OTA program will qualify to sit for the National Board for Certification in Occupational Therapy (NBCOT) national certification examination. This computer-delivered examination will be administered on-demand, after establishing eligibility. Successful completion of this exam confers the title of Certified Occupational Therapy Assistant (COTA). Illinois and most states additionally require licensure to practice, usually basing this on the NBCOT examination results. A felony conviction may adversely affect ability to sit for the NBCOT exam and/or attain state licensure.

LEGAL LIMITATIONS

Students must have a valid social security number to participate in this program. This number is required for the criminal history background check. A valid social security number must be on file in the Admissions and Records Office prior to the admission deadline.

A felony conviction may adversely affect the graduate's ability to sit for certification examinations and/or obtain certification, registration and/or licensure to practice in Illinois and other states. It also influences whether hospitals and other health agencies will accept the student for clinical education experiences required for graduation. Therefore, SICCM requires accepted students to complete a criminal background check prior to beginning the OTA program.

As a condition of assignments to clinical educational experiences, admitted students will also be required to submit to a drug screening. Clinical educational sites may refuse acceptance of a student with a positive drug screen. Therefore, students with a positive drug screen are not guaranteed clinical educational site placement. Without successful completion of the clinical site educational experience, students are unable to progress and are dismissed from the program. The drug screen will be completed by a party selected by SICCM and paid for by the student and is nonrefundable. Drug screening will be completed twice a year.

Potential applicants with questions concerning the above may wish to make an appointment with the Director of SICCM OTA Program at (618) 942-6902.

REQUIREMENTS OF ADMITTED STUDENTS

The OTA curriculum is designed to provide a progressive transition from beginning student to entry-level clinician. During the coursework and internships, students will develop entry-level competencies necessary to provide services to persons of all ages who have functional loss due to physical, neurological, social/emotional, cognitive, or developmental disabilities. The occupational therapy assistant graduate will possess the technical skills necessary to collaborate with the occupational therapist in providing occupational therapy services, incorporating values and attitudes that reflect the profession's practice standards and ethics.

In the OTA curriculum there are eight general education courses and eighteen OTA courses. Included in this packet is a link to the OTA courses with descriptions. The OTA courses have both lecture and hands-on laboratory components. Two of the OTA courses are web-based, and the rest include computer, internet and web-use. Students quickly become adept at communicating with each other and the faculty via the Internet and using the computer as a research, learning, and communication tool. It is helpful for students to have use of a home computer, although computers and Internet access are available on all home college campuses. The OTA program also has Internet access available for students use.

OTA students must also demonstrate competency in using a computer, navigating word processing and documentation software, accessing and using internet search engines and research sites and databases, and communicating to faculty and classmates via email and chat rooms. Assignments will require these skills throughout the program. If the applicant does not have keyboarding skills, it is strongly suggested that a college class or a continuing education course in keyboarding be taken prior to beginning OTA classes. If the applicant has no computer experience, it is also suggested that a beginning continuing education class in basic computer use be taken. Further support will be provided by OTA faculty.

The OTA program is full-time only, with courses offered in specific sequence. All OTA courses in a semester must be taken and passed in order to progress to any OTA coursework of the next semester. Both OTA and general education courses must be passed with a grade of C or better. Laboratory hours are based on 1:3 ratios, with three class contact hours required for every registered laboratory credit. The program is designed to be completed within two academic years, including one summer session. Supervised Level II Fieldwork comprises 640 hours (16 full-time weeks) of the final semester. This fieldwork must be successfully completed within 18 months following completion of academic preparation.

Upon admission to the program students will be required to complete a physical exam; the complete COVID-19 vaccine prior to fall orientation day, the first two of a series of three Hepatitis B Virus vaccinations [or sign a declination waiver]; a two-step TB skin test [and/or chest x-ray], a Rubella titer [and/or immunization], documented proof of immunity to Rubeola [red measles] and immunity status to Varicella [chicken pox] and Pertussis [whooping cough], and a Tetanus immunization. These must be completed prior to the beginning of class. Students will also be required to have a second TB skin test and/or chest x-ray before the senior year of the program. Training and certification in Healthcare Provider CPR [cardiopulmonary resuscitation] must be completed before or by the end of the first fall semester. Health insurance is required by fieldwork sites before students are allowed on-site. Students must provide proof of medical insurance in effect throughout the two-year program.

Prospective OTA students should **not** purchase any materials or supplies until **AFTER** they have been accepted and have registered for classes. Questions regarding uniforms, schedules, requirements, etc. will be answered for accepted students during a mandatory new student orientation session in late May with the Director of SICCM OTA Program.

OTA Student Handbooks describing the criminal background check, drug screen, job shadowing, physical examination, vaccinations and immunizations will be distributed at the orientation. Handbooks will contain the forms and deadlines necessary to complete those requirements prior to the start of class.

PROGRAM GUIDE AND COURSE DESCRIPTIONS

OTA students must earn a minimum of a C grade in all courses listed in the program guide, including prerequisite and general courses.

It is the responsibility of all interested applicants to view the current OTA program guide and course descriptions online at the following links:

[Occupational Therapy Assistant - Associate in Applied Science Degree Program Guide](#)

[Occupational Therapy Assistant (OTA) Course Descriptions](#)

GENERAL COURSE REQUIREMENTS

BIO 205 – Human Anatomy and Physiology I[1] – 4 credits
HIT 217 – Medical Terminology – 3 credits
ENG 101 – English Composition I – 3 credits
BIO 206 – Human Anatomy and Physiology II – 4 credits
PSY 132 – General Psychology – 3 credits
COM 115 – Speech – 3 credits
PSY 262 – Child Psychology – 3 credits

Math Elective – complete **one**:
MAT 120 – Elementary Statistics[2] – 3 credits
MAT 104 – Mathematics for Allied Health – 3 credits

[1] BIO 205 is a prerequisite and must be completed with a minimum of a C grade before starting the program.

[2] Prerequisite for MAT 120 is MAT 062 with a minimum of a C grade. Recommended for transfer students.

All applicants are strongly encouraged to successfully complete the general courses with a minimum of a C grade prior to the fall semester they plan to start the program, so that they may increase their probability of success in the program

For general course advisement and registration, an applicant should contact their advisor. If they need to be assigned to an advisor, they should contact Testing Services at (618) 985-2828 Ext. 8520. Registration is by appointment only, except during designated walk-in dates.

PROGRAM COSTS

Costs will vary among the two participating institutions because tuition fees per credit are not the same at all campuses. For specific campus tuition, consult individual school catalogs. Within this highly mobile program, admitted OTA students will be responsible for the following expenses, which are **estimates** based on the current 2022-2023 academic year.

ITEM	COST
Tuition – In-District at $140.00 per credit hour – 26 hours (general courses)	$3,640.00
Technology fee at $5.00 per credit hour – 26 hours (general courses)	$130.00
Course fees (general courses)	$45.00
Tuition – Online at $154.00 per credit hour – 5 hours (OTA courses)	$770.00
Tuition – In-District at $140.00 per credit hour – 43 hours (OTA courses)	$6,020.00
Technology fee at $5.00 per credit hour – 48 hours (OTA courses)	$240.00
Course fees ($200.00 per OTA course)	$3,600.00
Textbooks and Online Resources (OTA courses)	$1,400.00
Uniform: khaki pants, polo shirts, and non-skid, closed toe/heel shoes	$150.00
Occasional minor laboratory supplies and equipment	$100.00
CPR Certification	$25.00
Drug Screen	$45.00
Criminal Background Check ($46 and up, depending on how many different counties/states the student has lived)	$46.00
National Certification Examination fee (NBCOT)	$600.00
State of Illinois licensure fee	$25.00
Graduation fee	$10.00
Registration fee for ATI Test of Essential Academic Skills (TEAS)	$65.00
Total ESTIMATED COST	**$16,911.00**

Click here to view Tuition and Fees Schedule.

Additional costs may include:

- $65.00 Student Activity fee assessed for 6 or more hours enrolled for fall and spring terms
- $40.00 Student Activity fee assessed for 3 or more hours enrolled for summer terms
- Malpractice/liability insurance (up to $15.00 annually)
- Demonstration of personal health insurance or Medicaid
- Medical exams, immunizations, and Healthcare Provider CPR certification
- Professional organization fees: Student membership in the American Occupational Therapy Association ($75.00), and Student membership in the Illinois Occupational Therapy Association ($25.00)
- Voluntary conference fees: National Conference (location changes annually), and State Conference (location changes annually).

Note: Textbooks for general courses are not included due to variability of texts. Transportation and meals at centralized laboratory for OTA courses, hospitals, other clinical sites, and mandatory fieldwork experience are the student's responsibility. Clinical sites are within a wide radius of the campus and mileage is an expense to consider seriously. **All costs listed above are estimates and subject to change**. **The OTA student should plan to meet these financial obligations before entering the program**.

*Potential OTA students should **not** purchase or schedule anything until after they have been accepted and registered to begin the OTA program.*

For additional information, please contact Elizabeth Wheeler, Director of SICCM OTA Program, at (618) 942-6902 or ewheeler@siccm.com.

FINANCIAL ASSISTANCE

JALC offers students several sources for financial assistance:

Financial Aid – A variety of financial aid exists and the applicant should contact the Financial Aid Office for more information at (618) 985-2828 Ext. 8308, financialaid.info@jalc.edu. Some of the types of financial aid presently offered are:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Illinois State Map Grant
- College Work Study

JALC is no longer participating in the Federal Direct Student Loan Program. Students in need of loan funds will have to apply for a Private Alternative Student Loan. In order to find a lender, contact your local Bank, Credit Union, or search on the web using "Private Alternative Student Loan providers" for your search. All students who apply for private alternative loans must first submit a FAFSA with JALC's federal school code 008076.

Financial aid requirements and general information can be accessed online at Financial Aid.

Scholarships – A variety of scholarships, administered through the JALC Foundation and external sources, are available and the applicant should contact the Foundation Office for more information at (618) 985-2828 Ext. 8355, foundation@jalc.edu.

Scholarship application procedures, scholarship application, letter of recommendation form, and lists of available scholarships through the JALC Foundation and external sources, can be accessed online at JALC Foundation.

Perkins Grant – If you are eligible, Perkins is a federal grant that supports students enrolled in Career and Technical programs with books, uniforms, etc., To be eligible: You must have been admitted into the Occupational Therapy Assistant program, enrolled in Occupational Therapy Assistant courses, and meet the criteria listed here: https://www.jalc.edu/perkins/ If you have any questions about the Perkins Grant or about eligibility, you can contact the Perkins Coordinator at (618) 985-28282 Ext. 8075

Veterans Resources – Military veterans should contact Veterans Services at (618) 985-2828 ext: 8563 or veterans@jalc.edu for more information on Illinois Veterans Grant and GI Bill Benefits.

SNAP - SNAP provides nutrition benefits to supplement the food budget of needy families so they can purchase healthy food and move towards self-sufficiency. Eligibility for benefits and application for benefits at https://www.dhs.state.il.us/page.aspx?item=33698

SNAP Employment and Training - The SNAP E&T program helps SNAP participants gain skills and find work that moves them forward to self-sufficiency. Through SNAP E&T, SNAP participants have access to training and support services to help them enter or move up in the workforce. These programs also help to reduce barriers to work by providing support services – such as transportation and childcare – as participants prepare for and obtain employment. Each state is required to operate a SNAP E&T program and receives federal funding annually to operate and administer the program. https://www.fns.usda.gov/snap-et

TANF - The Temporary Assistance for Needy Families (TANF) program provides states and territories with flexibility in operating programs designed to help low-income families with children achieve economic self-sufficiency. States use TANF to fund monthly cash assistance payments to low-income families with children, as well as a wide range of services. https://www.acf.hhs.gov/ofa/programs/temporary-assistance-needy-families-tanf