



**Contact
Information**

Applicants must use up-to-date application materials to ensure that all current admission requirements are met. Download current forms at <http://grad.css.edu> or contact the Office of Graduate Admissions at (866) 478-9277 or e-mail gradstudies@css.edu for new forms.

For information regarding Financial Aid, call (1-800) 447-5444, ext. 7027, and identify yourself as a graduate applicant.

For information regarding other payment options, call (1-800) 447-5444, ext. 6134, and identify yourself as a graduate applicant.

**Admission
Requirements**

The Master of Arts in Occupational Therapy Program will consider applicants who:

- Submit a completed Graduate Admissions Application form and nonrefundable fee of U.S. \$50.
Effective March 15, 2007, when you provide a check as payment, you authorize us to either use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. For inquiries, please call The College of St. Scholastica Business Office at (800) 447-5444 or (218) 723-6092. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account the same day you make your payment and you will not receive the check back from your financial institution.
- Submit all official transcripts of baccalaureate and graduate coursework.
- Have earned a minimum cumulative GPA of 2.7 in undergraduate and prerequisite coursework.
- Submit a complete Master of Arts in Occupational Therapy Essay.
- Complete a minimum of two Master of Arts in Occupational Therapy Observation forms within two years prior to application. Two observations each need to be 20 hours in length. One of the observations must be in a setting where you have had the opportunity to work with either an occupational therapist or occupational therapist assistant.
- Submit two Graduate Recommendation forms, one from an OT/OTA.
- Complete an on-site written essay.
- Complete interviews with faculty of the Occupational Therapy Admissions Committee.
- Complete 96 semester credits prior to entry into the professional program, including 16 upper division credits.
- Have completed all the prerequisites prior to the beginning of the occupational therapy courses.

Note: Meeting minimal entrance requirements does not necessarily guarantee admission. Exceptions to minimal criteria may be made at the discretion of the admissions committee.

**Admission
Prerequisites**

All prerequisite courses must be completed with a grade of a "C" or above prior to beginning the programs:

Lifespan Development Psychology

Pathophysiology

Abnormal Psychology

Medical Terminology

General Biology

Statistics

General Psychology

Research Methods

Anatomy

Physics

Physiology

Kinesiology (not required, but strongly recommended)

Intro to Sociology or Family and Society or Honors - Global Sociology or Intro to Anthropology

**Admission
Requirements
Upon
Acceptance**

Upon acceptance into the Master of Arts in Occupational Therapy Program students will need to:

- Complete a Student Health Screening form, including physical and proof of immunizations.
- Complete a state-mandated criminal background check . Each student must receive a qualified report prior to working with patients in an individual setting.
- Provide copy of First Aid and CPR certifications.
- For applicants who do not have a baccalaureate degree, complete 96 semester credits including 16 upper division credits, prior to enrollment.

International Applicants

All applications must be received no later than 90 days prior to the beginning of the starting term. Students will be notified in writing of their admissions status as soon as possible after the committee review.

An international applicant is any candidate who is not a:

- U.S. citizen.
- U.S. permanent resident alien.
- Permanent resident of the Northern Mariana Islands.
- Permanent resident of the Trust Territory of the Pacific Islands.

In addition to the program requirements, international applicants must:

- Have a required English language translation of all transcripts, including transcript grading system.
- Submit a TOEFL examination or the Michigan Test score, which is required of all international applicants and applicants whose primary language is not English. The minimum TOEFL score of 550 on the paper-based test, 213 on the computer-based test or 79-80 on the internet based test is required. The minimum Michigan Test score of 80 is required.
- Submit a completed International Student Finance Statement form with current bank statement(s) showing evidence of adequate funds to cover one year's tuition.
- Make a minimum deposit of U.S. \$500. Without this deposit, the Immigration and Naturalization Form I-20A cannot be completed and the international applicant cannot enter the United States.
- Submit an affidavit of support (INS Form I-134) for students with U.S. sponsors.
- Present the applicant's passport and/or current visa in addition to the I-94 card (for applicants already in the United States).
- Submit documentation of enrollment in a current private or national health insurance plan or enrollment in a St. Scholastica health insurance plan.
- Submit proof of current immunization for tetanus, diphtheria and MMR (measles, mumps, rubella).
- Have a required English language evaluation when the applicant's primary language is not English.

U.S. Permanent Resident Alien

U.S. permanent resident alien applicants must:

- Present an official green card.

Application

The application deadline is Nov. 15. Review of completed application files will be considered until the class is filled.

Application Checklist

Complete the following steps to be considered for acceptance into the Master of Arts in Occupational Therapy Program. Submit all application materials to the Office of Graduate Admissions. Review of completed application files will continue until all open seats for the program are filled.

- Step 1: Submit your completed Graduate Admissions Application and nonrefundable fee of U.S. \$50.
- Step 2: Request all official transcripts from colleges and universities previously attended, including prerequisites, to The College of St. Scholastica .
- Step 3: Submit a complete Master of Arts in Occupational Therapy Essay with your application.
- Step 4: Submit a minimum of two Master of Arts in Occupational Therapy Observations within two years prior to application.
- Step 5: Submit two Graduate Recommendations, one from a OT/OTA.
- Step 6: Complete an on-site written essay.
- Step 7: Interviews with faculty of the Occupational Therapy Admissions Committee
- Step 8: Have completed the prerequisite requirements prior to beginning the occupational therapy courses.
- Step 9: Discuss financing your education with the Office of Financial Aid early in the application process by calling (800) 447-5444, ext. 7027.
- Step 10: Submit TOEFL or Michigan Test score report (required of all international applicants and all applicants whose primary language is not English).
- Step 11: International applicants must complete the additional admission requirements as listed in this application packet. For further information, please contact the Office of Graduate Admissions by calling (866) 478-9277.
- Step 12: Upon completion of the application process, a decision regarding your acceptance will be made.

Return application materials to:
The College of St. Scholastica, Office of Graduate Admissions,
1200 Kenwood Avenue, Duluth, MN 55811

The College of St. Scholastica is registered as a private institution with the Minnesota Office of Higher education pursuant to sections 136A.61 to 136A.71. Registration is not an endorsement of the institution. Credits earned at the institution may not transfer to all other institutions.

The College of St. Scholastica is an equal opportunity educator and employer.