

**Lackawanna College  
Physical Therapist Assistant Program**

**PTA Application Form  
(Print Legibly or Type)**

Application Date \_\_\_\_\_

Information provided on this form will be used to make future contact via phone, email, and/or standard mail. Please make sure all information is up to date and correct. This will be the address we will use to contact you for official notification letters or other information.

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Maiden Name / Other Names Used (for transcript purposes): \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone \_\_\_\_\_

E-mail: \_\_\_\_\_ Cell Phone \_\_\_\_\_

NOTE: Please advise the PTA Program Director if there is a change in any of the above information, so that we may contact you if additional information is needed.

**Part 1. Prerequisite Course Work**

When applying to the Lackawanna College PTA Program, a student must prove that he or she is capable of completing this rigorous program with proof of previous success in studying the Sciences. This can be done in one of three ways:

1. The student has completed Biology, Chemistry, or Anatomy and Physiology in high school **within the past three years** with a passing grade of C or better. *An official high school transcript must be sent to Lackawanna College as evidence.*
2. The student has completed a three (3) or four (4) credit college level course eligible for transfer within Lackawanna College in Biology, Physics, Chemistry, or Anatomy and Physiology with a passing grade of C or better (B- or better in 4 credit Anatomy and Physiology required to be considered for transfer directly into the PTA program). *An official college transcript must be sent to Lackawanna College as evidence.*
3. **If neither of the above scenarios applies**, a student must enroll in a college level Biology, Physics, Chemistry, or Anatomy and Physiology course before applying to the PTA program. If a student is currently enrolled in this course while in the process of applying to the PTA program, the student may receive probationary acceptance while completing this course. Evidence by way of an official college transcript must be received confirming completion of the course with a grade of C or better for official entry into the Fall semester of the PTA program. Should the applicant either not complete the course or not receive the requisite grade, he or she will then forfeit the seat within the PTA program.

<b>Prerequisite Course of Biological or Physical Science</b> • Only 1 is of the following four courses listed below is needed				
	<b>Year/Semester Completed and</b>	<b>Grade</b>	<b>Institution where course was completed</b>	<b>Currently in Progress</b>
<b>Anatomy and Physiology (4 credits)</b>				Yes or No
<b>Physics</b>				Yes or No
<b>Biology</b>				Yes or No
<b>Chemistry</b>				Yes or No

**Step 2. Past or Current Course Work for possible transfer:**

- Please provide the following information on any college level courses completed or college level courses currently in progress that may be eligible for direct transfer into Lackawanna College or the PTA Program. A general education course must be passed with a C or better to be eligible for transfer. Anatomy and Physiology (4 credit), Medical Ethics (3 credit) and Medical Terminology (1 credit) must be passed with a B- or better and taken within the past 5 years to be eligible for transfer directly into the PTA program.
- **Computer Applications** courses must have been taken within the last 5 years to be eligible for transfer.

Course	Year/Semester Completed and	Grade	Institution where course was completed	Currently in Progress
Effective Speaking				Yes or No
College Writing				Yes or No
Math (college algebra or higher)				Yes or No
Psychology				Yes or No
Intro to Computer Applications				Yes or No
Anatomy and Physiology (4 credits)				Yes or No
Medical Ethics				Yes or No
Medical Terminology				Yes or No

**Part 3. Transcripts:** Submit an official sealed copy of all transcripts (both high school and college) for institutions previously attended even if a degree was not completed. Please send transcripts to the Lackawanna College c/o Steve Voytek at 501 Vine Street, Scranton, PA 18509.

High School GPA \_\_\_\_\_ College GPA \_\_\_\_\_

**SAT or ACT:** If the SAT or ACT examination has been completed please list the scores if available below. Forward official copies of test scores to Lackawanna College.

Score \_\_\_\_\_

**Please list below all colleges or universities currently attending or previously attended with correlating dates.**

1. \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
Degree/s earned \_\_\_\_\_
2. \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
Degree/s earned \_\_\_\_\_
3. \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
Degree/s earned \_\_\_\_\_

**Part 4. Past Work Experience:** Please describe your work experience over the past 10 years, beginning with current or most recent employment. Please use and attach additional paper if necessary. \*\* Continue on the back of this page of application if more space is needed.

1. \_\_\_\_\_ ( ) \_\_\_\_\_  
Name of Employer Supervisor Phone Number Dates of Employment

\_\_\_\_\_  
Job Title Reason for Leaving

2. \_\_\_\_\_ ( ) \_\_\_\_\_  
Name of Employer Supervisor Phone Number Dates of Employment

\_\_\_\_\_  
Job Title Reason for Leaving

3. \_\_\_\_\_ ( ) \_\_\_\_\_  
Name of Employer Supervisor Phone Number Dates of Employment

\_\_\_\_\_  
Job Title Reason for Leaving

**Part 5. REFERENCES:** Print out 3 reference forms from the PTA Program website. These forms are to be provided to your references who will then mail the completed form, along with a supportive narrative, directly to the LC PTA Program. It is suggested that you provide a self-addressed stamped envelope with the reference sheet to the individuals you are requesting a recommendation from. The PTA program address is provided on the final page of this application, as well as the official reference form.

**Family members or close personal friends are not permitted for use as references.** It is recommended but not required that you provide a reference from:

- 1) An educator
- 2) A former or current employer or supervisor
- 3) An individual of your choice other than a family member

Please list the names of the individuals providing the references below. This will allow us to confirm receipt of each of your references as they arrive directly to us.

1. \_\_\_\_\_ Title or Relationship \_\_\_\_\_
2. \_\_\_\_\_ Title or Relationship \_\_\_\_\_
3. \_\_\_\_\_ Title or Relationship \_\_\_\_\_

**Part 6. Reflective Papers (Essays):** Two essays are required to be submitted with your application for admission to the Physical Therapist Assistant Program. Please adhere to the format listed below:

1. No more than 3 pages in length
2. Using size **11 Times New Roman font**
3. No greater than 1 ½ line spacing
4. Standard 1" margins.
5. Please include your name on each page.

- **Essay 1** Think of the attributes or characteristics that you look for in a health care professional. Describe why an individual with those attributes makes a good health care professional. Identify the qualities you feel you yourself possess, and describe how they will enhance your role as a student within this program and a future medical professional.
  - **Essay 2** Please explain in detail something particular you experienced during your clinical observation hours and describe how that experience has strengthened your desire to further pursue a career as a Physical Therapist Assistant. **(Please adhere to HIPAA confidentiality guidelines by NOT identifying patients, therapists, or facilities by name.)**
  - Your essay will be scored by core faculty with an essay rubric looking at the following items:
    - Content / Focus
    - Organization / Development
    - Vocabulary
    - Grammar
  - Each area will be scored using the following scale and a final essay score recorded:  
0 – unacceptable    2 – poor    4 – fair    6 – good    8 – excellent
  - Please see *Essay Scoring Rubric.pdf* (on the PTA website) for complete scoring components.
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#### **Part 7. Informational Session:**

Attendance is required at an informational session prior to entry into this program. PTA Program Nights are offered at various times throughout the calendar year. The session will provide you with further details regarding this program, including: application, expectations, program progression and curriculum, clinical education, and our current accreditation status. You are encouraged to bring questions regarding any aspect of this program from application and admission to graduation. This session will provide you with information to make a well informed decision regarding your future education. Several dates and times will be made available to accommodate scheduling needs of the applicants. Parents, legal guardians, and spouses are encouraged to attend. If you are unable to attend one of the scheduled sessions held throughout the year, you may contact the PTA Program Director to set up a personal meeting to discuss program information.

**PTA Program Director – 570-226-4625 Ext 2604**

**Part 8. Interviews and Writing Sample:** Once a completed application is evaluated by core faculty, eligible applicants (those with completed applications meeting minimum requirements) will be contacted via email and/or phone to setup an interview and writing sample time. The personal interview process and writing sample is the final process by which the PTA program faculty will have a chance to directly interact and get to know you as individual. This is considered a professional interview. Interviews will last approximately 45 minutes to 1 hour. For a copy of the interview scoring rubric, please refer to *Interview Rubric PTA.pdf* (on the PTA website) for full details.

1. Please arrive appropriately dressed and on time for your interview
  2. Interview dates and times are offered based on the availability of core faculty members.
  3. ***The offering of an interview is in no way a guarantee of acceptance into the PTA program.***
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**Additional requirements for accepted students.** Following acceptance into the PTA program there will be further requested items that must be completed and uploaded to Castlebranch prior to entry into the fall term. Items include:

1. Proof of current Adult, Child, and Infant CPR certification and AED training. All courses must be in person and can NOT be completed as an online course.
2. Proof of current health insurance.
3. Recent physical and full immunization records.
4. Required background checks and clearances.
5. Mandatory drug screenings (10-panel urinalysis).
6. 2-step PPD test confirmation.
7. Other items as indicated by program faculty/staff.

❖ During the application process, please send all materials to:

**Lackawanna College  
C/O Steve Voytek, Admissions Department  
501 Vine Street  
Scranton, PA 18509**

<b>PTA Application Checklist (to be completed by applicant)</b>	
<b>Requirement</b>	<b>Date of Completion</b>
<b>PART 1: Prerequisite Coursework</b>	
<b>PART 2: Past or Current Transfer Coursework</b>	
<b>PART 3: Transcripts, GPA, SAT/ACT/Accuplacer</b>	
<b>PART 4: Past Work Experience</b>	
<b>PART 5: Reference</b>	
<b>PART 6: Reflective Essays</b>	
<b>Part 7: Attend Informational Session</b>	
<b>Part 8: Interview/Writing Sample (if eligible)</b>	