

Physical Therapist Assistant Program (AS PTA) for Fall 2024 Application Instructions

Applications will be available and accepted from March 1, 2024 – June 1, 2024.

This list of instructions has been provided to assist students in the application process to the Physical Therapist Assistant Program. **Please read through and follow all of these instructions prior to submitting your application for the program.**

It is the student's responsibility to ensure that all of the steps are completed by the deadline date and that all information provided is accurate. **Incomplete applications will not be considered for acceptance into the PTA program. Students must apply/reapply every year. There is no waiting list for the PTA Program.**

The Physical Therapist Assistant Program at State College of Florida is a limited enrollment program. As such, completion of part or all of the required general academic courses required in the degree does not guarantee acceptance into the program. If there are more qualified applicants than seats in the program, the policy and procedure on admission requirements and selection process will be followed.

Step 1: Apply to State College of Florida – Application available online at www.scf.edu

- Complete all steps required for application to the college as a **degree seeking student**
- Apply to the college for the current term – Fall 2024 or Spring 2024
- If you applied to the college more than 1 year ago and have not enrolled in courses over the past year, you will need to reapply to the college and update your residency information.

Step 2: Once accepted to the college the student will be able to apply to the Physical Therapist Assistant Program during the application period if they have met the following minimum criteria:

In addition to the admission requirements of the College, the following are requirements for admission to the Physical Therapist Assistant Program:

Earned grade point average (GPA) of 2.75 or better in ALL general education courses required by the program towards the degree and a minimum Overall GPA of 2.0 to meet graduation requirements.

Satisfactory completion of any remedial coursework needed to be eligible for college-level courses. Prerequisite courses may be required for ENC 1101 and Mathematics (Any Area II, A.S.). These prerequisites MUST be taken and successfully completed PRIOR to entry into PTA Program. Consult the course descriptions in the back of the catalog or the specific department of the College for additional information.

Prerequisite courses MUST be completed with a grade of "C" or better at the time of application to be considered for acceptance.

Prerequisite courses:

BSC 2085C/L - Anatomy and Physiology I Class and Lab

Mathematics Any Area II, A.S.

PSY 2012 - General Psychology

ENC 1101 - Written Communication I

Additional General Education Credits for PTA Degree:



BSC 2086C /2086L - Anatomy and Physiology II, Class and Lab

HUM - Humanities - Choose from Area IV A.S.

POS 1041 or AMH 1020 - American Government OR US History 1877 to Present

DEP 2004 - Human Development: Life Span

Step 3: Complete Program Application

1. There are 2 ways to access the program application
 - **Log Into **
 - i. On the Homepage click on **Apply for Admission to limited Access and Baccalaureate Programs**
 - ii. You should then be able to select the **Physical Therapist Assistant Program**
 - **Go to the SCF Home Page – www.SCF.EDU**
 - i. Click on **Admissions** at the top of the page
 - ii. Click on **Apply Now**
 - **Click on Limited Enrollment Admission** – you would then select the **Physical Therapist Assistant Program**
 Please note that the links to the Physical Therapist Assistant Program Application will NOT be available until March 1, 2024.
2. Complete the Application process
3. Complete Payment
 - The application process will automatically search to see if the application fee has been previously paid by the applicant. If no proof of payment is located the student will be directed to a payment screen to complete a credit card payment.
4. **Only submit 1 application to the program.** Once the completed application is submitted the student will receive an email confirming submission. This email will be sent to the SCF email address issued to the student upon acceptance to the college.
5. Students **must submit a Degree Works “What If Analysis” directly to the Program** which must be delivered to the program by one of the following methods:
 - Email a copy of the Degree Works “What If Analysis” to Judy Barber, Program Secretary at BarberJ@scf.edu and dated no later than 6/1/22 – 11:59 pm.

Applicants will be notified of the PTA Program application decision via their SCF email that they applied with, by June 15th .

To complete a Degree Works “What If Analysis” please follow the directions provided

Degree Works “What if Analysis” -Directions

Health Science Degree What If Analysis

State College of Florida

Instructions: Student Log-in Degree Works

1. Log-in to MySCF located on the top right corner of the SCF homepage at www.SCF.edu.
2. Select the “Student” tab and then select “Student Profile-New.”

3. Click on the hyperlink for the “Student Profile” from the list presented.

4. Under your student profile picture, click “Degree Evaluation (catalog 2014 to present).”

5. This will take you directly to your Degree Works audit. Your first declared major will be your default audit. If you would like to view your progress in other programs, please use the “What-If” link on the left side of the screen.

6. If you have any questions regarding your degree progress or planning, please contact your advisor. If you have a technical question or issues with Degree Works, please email DegreeWorks@SCF.edu.

It is the applicant’s responsibility to review the Degree Works “What If Analysis”:

- Make sure all completed courses relevant to program are reflected on the Degree Works “What If Analysis” prior to submitting this to the program.
- Incomplete Degree Works “What If Analysis” will **NOT** be accepted. The student’s application will be deemed incomplete and the student will not be considered for acceptance during this application period.
- Applications received without Degree Works “What If Analysis” will be deemed incomplete and the student will not be considered for acceptance during this application period. The Degree Works “What If Analysis” must be submitted directly to the program.
- Degree Works “What If Analysis” received after the March 1st deadline, without a March 1st post mark will not be accepted.

Grade Forgiveness (Repeat) Policy

A student may repeat a course, up to a maximum of two repeats per course (for courses that count toward the GPA), in which the student earned a grade of D or F, provided a degree has not yet been awarded or as otherwise noted in the course description. Courses with earned grades of A, A., A:, B, B., B:, C, C., or C: cannot be repeated. The GPA will be adjusted so that only the last attempt at the repeated course will be included in the overall calculation. The original grade will be marked with an E (excluded in the GPA) to indicate that the course was repeated, an I (included in the GPA), or an A (course calculated in GPA but no earned credits) on the student’s transcript. All grades will remain on the student’s official transcript.

If a student transfers to another institution, public or private, it is the responsibility of the student to learn what the receiving institution’s policy is regarding acceptance of “forgiven” courses in the computation of the student’s grade point average.

Per Florida Statute 1009.285 and Florida Administrative Code 6A-14.0301 repeat enrollment in courses in which a grade of C or above has been earned is prohibited. However, exemptions may be granted under very special circumstances. Examples are: a need for teacher recertification, specifications of a regulatory agency, licensure, program requirement or credit earned through examination, (e.g. AP scores.)

Both the initial and subsequent grades will appear on the student’s academic transcript and both grades will be included in the overall grade point average. No credit hours will be earned for the subsequent attempted course. Registration for a course without prior approval will be canceled, the course dropped, and fees refunded. Some stipulations may apply

to older coursework. Approval for the Request to Retake Course with a C or Better Grade does not guarantee program acceptance.

Note for students intending to make an application to any health professions program:

1. Approval and grade improvement does not guarantee admission to a program.
2. No more than two program required or prerequisite courses can be repeated.
3. No more than one retake will be allowed per course.
4. The most recent grade will be used for program admission requirements.

The Request to Retake Course with a “C” or Better Grade form is available in the Dean’s Office on each campus and in Office of the Registrar. The form must be completed by the student, including the reason for request and any additional documentation in support of the request for a retake. The form must be signed by the dean of the student’s primary campus. Once completed, the form and documentation are to be sent to the Office of the Registrar for documentation for in the student record.

Identifying Courses Used for Admission

Only grades identified under “detailed requirements” will be considered. If you feel that you have a different course/grade, you would like to be considered from “courses applicable to program” sections you must put this in writing and attach it to the Degree Works “What If Analysis” submitted to the program.