

SELECTION AND INTERVIEW PROCESS

SELECTION PROCESS

The following selection process will be used to determine admission for the Fall Semester of the Occupational Therapy Assistant program.

- All applicants that meet the admission requirements will receive an interview.
- Applicants will receive points on courses that have been completed or are in progress.
- Applications will be scored based on the OTA Program Application Scoring Rubric
- Applicants will be notified via the email address provided on the application regarding interview selection. Applicants that receive an interview will be assigned an interview time slot.

Category	Criteria	Max Points	Earned Points
Grade Point Average	Grade Point Average (GPA) based on all classes taken at SCF and transferred undergraduate courses. (EX. GPA of $3.8 \times 10 = 38$ points)	40	
Pre-requisite course completion at the time of application submission. Courses must have a grade of "C" or better (A&P I, General Psychology, Written Communication, Area II Category A Mathematics)	Coursework completed with an "A" receives 5 points, 3 points for a "B", and 1 point for a "C"	20	
General education courses completed at the time of application submission (A&P II, Human Development, American Govt/US History, Humanities Area IVA)	Course Completed: 5-points. Course in -progress: 3 points Course not taken: 0 points	20	
Total Points: 80			

THE INTERVIEW

Students are selected for the interview based on GPA and coursework completed at the time of application submission. Only students who are selected for the interview will be considered for admission. Applicants are evaluated on professional appearance and behaviors as it relates to the OTA profession, creativity, problem solving, maturity, role as a group member, relating to others, communication skills and responses to interviewer questions. Interview scores will be tabulated and added into the Composite Admission Score.

NOTE: The Program Faculty reserves the right to request an additional personal interview with an applicant if the interview process does not provide the interviewers with sufficient information to rate the student. Applicants must earn a minimum of a "recommendation" through the interview process to be accepted into the program.

Scoring for the Interview:

Interview: 25 points

Writing Sample: 15 points

Total: 40 points

In addition to the interview, all applicants are required to prepare a writing sample on-site. Students will be given 15 minutes to complete their writing sample.

COMPOSITE ADMISSION SCORE

The composite admission score is the total of the students score on the interview, writing sample, and OTA program application scoring rubric.

Composite Admission Score is as follows:

OTA Program Application Scoring Rubric _____/80 points

Interview _____/25 points

Writing Sample _____/15 points

Total: 120 Points

Scores will be ranked from highest to lowest and applicants with the top 24 scores will be selected for program admission.

STATE COLLEGE OF FLORIDA
OCCUPATIONAL THERAPY ASSISTANT PROGRAM
APPLICANT INTERVIEW EVALUATION FORM

Applicant: _____ **Date:** _____

Directions: Rate the applicant in each area on a scale of 1-5, with 1 being the lowest and 5 being the highest.

	1	2	3	4	5	NOTES
1. Knowledge of profession/ Responsibility in making career choice	Poor knowledge of profession	Career in field questionable	Possible OTA career-minded	Good knowledge of profession; career-oriented	Excellent knowledge of profession	
2. Motivation/ Commitment to Learning	Appears to have poorly defined goals	Appears to set goals too low- puts forth little effort	Average goals	Appears to strive for achievement	Sets high goals-works hard to achieve	
3. Interpersonal/ Communication Skills	Expresses self poorly	Tries to express self; does fair job at least	Average fluency and expression	Talks well and "to the point;" comfortable with people	Excellent expression;	
4. Critical Thinking/ Problem Solving	"Don't know," only	Identifies "the" answer	identifies one problem, one strategy	Recognizes more than one strategy for problem	Recognizes complex problem and complex strategy	
5. Professional Behaviors	Exhibits lack of self-confidence	Easily irritated; tense	Sure of self	Self-confident	Well composed	
						Total Score _____/25

EVALUATION SUMMARY:

COMMENTS:

1. Knowledge/Responsibility _____

2. Motivation/Commitment _____

3. Interpersonal/Communication _____

4. Critical thinking/Problem Solving _____

5. Professional Behaviors _____

RECOMMEND: _____

DO NOT RECOMMEND: _____

Evaluator Name

Evaluator Signature

Date

WRITING SAMPLE RUBRIC

<u>Applicant demonstrates depth of thought and purpose regarding the pursuit of an OTA career.</u>	1 WEAK (Response demonstrates little to no understanding of what an OTA career entails)	2 SOME (response is vague or slight, demonstrating little understanding or exploration of an OTA career, i.e., "helping others")	3 suitable (response suggests some exploration of and understanding of what an OTA career involves)	4 thoughtful (response suggests applicant has explored the OTA field and considered what the career would involve)	5 strong (response indicates clear understanding of what an OTA career entails)	SCORE
<u>Applicant demonstrates communication skills in the form of clear, well-structured sentences and paragraphs.</u>	1 weak (response is illegible or unintelligible)	2 some (response is composed of incomplete sentences or poor syntax or sentence construction, which weakens communication or results in unclear meaning; awareness of how sentences work together to communicate within a paragraph seems missing, i.e., paragraphs made up of unrelated sentences)	3 suitable (response may contain a fragment or some poor construction; sentences appear as discrete entities without much awareness of how sentences work together to build meaning in a paragraph)	4 thoughtful (response may contain a fragment or some poor construction; sentences within a paragraph mostly work together to develop a coherent idea though some sentences may veer away from that united purpose)	5 strong (response is composed of clear and complete sentences and paragraphs that suggest awareness of the reader and the purpose of communication; sentences within a paragraph work together to develop and communicate a clear idea)	
<u>Applicant demonstrates an awareness of standard written English.</u>	1 weak (response is unintelligible due to repeated instances of misspelled, misused, or poorly chosen words; or missing or misplaced	2 some (response includes some misspelled words, word choice errors, or punctuation errors, which impede communication of parts of the	3 suitable (response includes a word or punctuation error, which may or may not impede the communication of applicant's ideas)	4 thoughtful (response includes a word or punctuation error, but the error does not impede the communication of applicant's ideas)	5 strong (no word or punctuation errors appear; response demonstrates awareness of standard English in written communication)	

	punctuation; errors impede the communication of applicant's ideas)	applicant's ideas)				
Total Score						___/15