



Bishop State Community College
Physical Therapist Assistant Program

Application Process



Central Campus
1365 Dr. Martin Luther King Jr
Mobile, AL. 36603
pta@bishop.edu
251-405-4441

Dear Prospective Student,

Thank you for your interest in the Physical Therapist Assistant Program at Bishop State Community College. Carefully read the instructions for completion of the forms for admission to the PTA Program. Admission to the program is based on a point scale which has been revised as of July, 2019. Pay close attention to the point scale as well as the checklist for completing the application process. By following the instructions for completing the application process, you will ensure that your application gets full consideration by the Selection Committee.

The Bishop State PTA Program is a 1+1 curriculum. This means that all prerequisite courses must be completed prior to being accepted and matriculating in the second year of the program. This application process is to begin the second year of the curriculum. Admission to the program is competitive, and the number of students accepted to the second year, is limited by the number of faculty and clinical sites available for clinical education experiences. Therefore, meeting the minimum required standards based on the point scale does not guarantee acceptance. The deadline for receiving complete application packets is June 1st. All information must be received by the deadline or the application is considered incomplete. A check list is provided to ensure that all of the steps are complete by this deadline. It is recommended that all applicants complete an online application to Bishop State and have all transcripts sent to the college. Please confirm the receipt of transcripts with the Office of Student Development Services in Room 106 on the Central Campus or by contacting 251-405-4400. While we welcome your inquiries, we request that you please refer to the BSCC website and the documents posted on the PTA Program page to find answers to questions before contacting the department. Informational sessions will be held throughout the year, especially in April and May to answer questions. Dates will be posted on the website.

We are pleased that you have chosen Bishop State Community College's Physical Therapist Assistant Program to obtain your Associates in Applied Science Degree and to begin your career as a PTA.

All the Best,

Paula Duffy

Paula Duffy, BSPT
Program Coordinator, Physical Therapist Assistant Program
Bishop State Community College
pduffy@bishop.edu

Physical Therapist Assistant Program

Admission Requirements Checklist

Please complete the following admission process checklist before submitting your application.

1. Please submit an application for general admission to Bishop State Community College. This may be done Online.
2. Request official copies of all transcripts from each college or university attended. **Confirm** that all spring semester course transcripts have been received at Bishop State Community College prior to the June 1st deadline. They should be sent to the following address:
Office of Student Development Services
Central Campus, Room 106
1365 Dr. Martin Luther King Ave.
Mobile, AL 36603
3. Students must request ACT or SAT scores to be sent to Bishop State Community College by the deadline. Documentation of scores must also be attached to the application. Students who have earned a Bachelor's degree or higher may be exempt from having ACT scores.
4. Students are required to complete a minimum of 50 volunteer hours or paid time at **TWO** different types of clinical settings (hospital, nursing home, or outpatient clinic). Hours of observation must be performed under the supervision of a licensed physical therapist or physical therapist assistant and documented on the verification of work/volunteer hours form. These forms should be mailed/brought to the Physical Therapist Assistant Program office (Room 122) by May 15th.
5. A proctored College Entrance Essay is required. The essay is to be between 450 - 500 words. Applicants will be able to call the Program office to schedule a time for the essay in the months of April and May prior to the application deadline. Students will be given a choice of topics to choose from. The Program phone number is (251) 405-4441.
6. PTA students are required to pass a drug screen and a background check prior to attending clinical education experiences. Students may need to contact the Alabama Board of Physical Therapy regarding regulations for licensure if there is a history of drug dependency, mental or emotional disorders or conviction of a criminal offense.
7. Students are required to submit the names of references on the application which should include a 1. Physical Therapist or Physical Therapist Assistant, 2. College Instructor in

a prerequisite course, and 3. Employer or person you have worked with either for pay or as a volunteer. Please inform the reference that you have selected them to complete the reference form and provide them with the form. Each reference form should be returned with the application packet in a separate sealed envelope which should be signed across the seal on the outside of the envelope by the reference.

10. There are 2 options for submitting a completed application:
 1. Applications may be mailed to the PTA Program.
 2. Applications (including voluntary and reference forms) may be submitted electronically via pta@bishop.edu

It is the student's responsibility to verify the Program's receipt of a completed application.

Physical Therapist Assistant Program Application Checklist

- Application Form is complete and signed and a photo is included.
- All Transcripts were received by the College.
- ACT or SAT scores were received by the College and a copy is included.
- Verification of volunteer or work hours forms (TWO & signed).
- **TWO Different Types** of volunteer experiences.
- References in Sealed and Signed Envelopes/Submitted via PTA portal.
 - PT or PTA Reference
 - Employer or Volunteer Supervisor Reference
 - College Instructor Reference
- A proctored essay time has been scheduled in April/May and been completed.
- Provide documentation of a 3.0 GPA in one semester if applicable to demonstrate semester rigor. (*Reference the bottom of the Point Scale Form*)