



## Department of Occupational Therapy

### Policy 9.0. Prerequisites

#### **POLICY PURPOSE**

To communicate a clear understanding of the required and accepted prerequisite courses needed for admission to the Department of Occupational Therapy's Program.

#### **POLICY STATEMENT**

The Student Affairs Committee will assess all applicants' prerequisite courses for appropriateness in meeting the criteria for admission.

#### **PROCESS + PROCEDURES**

1. Students must satisfy all prerequisite content in order to be admitted to the MHSOT program.
2. The Student Affairs Committee will work closely with the AU Department of Admissions to assess applicants' completion of the required prerequisites. Upon formal application, the Office of Academic Admissions will review all outstanding prerequisite courses and communicate in writing to the applicant all needed courses for admission with a Transfer Credit Evaluation (TCE).
3. The Student Affairs Committee is responsible for ensuring that the department's website provides current and accurate admissions requirements.

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| <b>Policy No.</b>         | 9.0                                   |
| <b>Policy Owner:</b>      | AU Department of Occupational Therapy |
| <b>Originally Issued:</b> | July 2017                             |
| <b>Approved:</b>          | March 2019, 3.25.24                   |
| <b>Last Revision:</b>     | March 2024                            |
| <b>Last Review:</b>       | March 2024                            |
| <b>Location:</b>          | AUOT Website / Current Students       |

#### **ACOTE STANDARD**

A.3.3 Policies pertaining to standards for admission, advanced placement, transfer of credit, credit for experiential learning (if applicable), and prerequisite educational or work experience requirements must be readily accessible to prospective students and the public.