Occupational Therapy Assistant Application Checklist

Please check ✅ each item below for each completed requirement.

Applicants must be at least 18 years of age before Pediatric Fieldwork I Course
(1st Fall Semester)

- Current RVCC student: Proceed to next step.
- If not a current RVCC student: Apply to the RVCC or visit www.raritanval.edu
  Make sure to receive a **G-number** before applying directly to the OTA program.

Complete Accuplacer placement Test (if required).
RVCC Testing Center is located in Room L029 in the Lower Level of the Library/Theatre Building. For more information, consult the testing Center website: [https://www.raritanval.edu/placement-testing](https://www.raritanval.edu/placement-testing)

In order to continue in the application process:

- Accuplacer score must place student into English I (recommended workshop allowed).
- Accuplacer score must place student into Intermediate Algebra.
- One must have a minimum cumulative **GPA of 2.75** (Recent High school graduate’s GPA will be used if the student is applying directly from high school.
  - If students do not have a documented GPA, they must complete 12 college credits to establish a cumulative GPA.
- Complete OTA application on **OTACAS** (Fee: $25.00)
  [https://otacas.liaisoncas.com](https://otacas.liaisoncas.com)
• Read & Understand both Prospective Student Letter & Technical Standards for OTA Students on RVCC OTA WEBSITE (https://www.raritanval.edu/career-training/health-professions/occupational-therapy-assistant)

• AOTA requires OTACAS application to have 2 letters of recommendations and a resume uploaded. Please note these items will not affect scoring and ranking of applications.

☐ Obtain a criminal history background check and upload to OTACAS application. Contact Adam Safeguard at www.adamsafeguard.com Use school code: rvccota (Fees will vary)

☐ Complete Health Sciences Reasoning Test (HSRT-AD) & Essay Question @ TESTING CENTER

Qualified students will be informed via EMAIL of test dates by OTA Department. Please do not contact testing center regarding dates. One must provide 2 checks made out to RVCC and provide upon arrival to testing center:

Check One: Proctor Fee $45.00

Check Two: HSRT Fee $15.00

☐ If you are interested in applying for financial aid for the OTA program, you must complete the FAFSA at www.fafsa.ed.gov. For more information, consult the RVCC Financial Aid website at www.raritanval.edu/financialaid

***Please note all applications will be scored on a Rubric based on the following:

1. Completed OTACAS application
2. GPA
3. HSRT-AD Score