

The Southwest Tech Health Division is implementing a petition process in order to:

- Ensure that students are fully prepared for the intensity and rigor of the PTA program.
- Improve students' opportunity for successful program completion and licensure as a PTA.

PETITION REQUIREMENTS

Step 1: Follow the Southwest Tech admissions process

- Submit an application and pay the application fee
- Provide high school and college transcripts
- Complete HESI Entrance Exam and meet required entrance scores*
- Complete an admissions meeting with an advisor
- Pay the enrollment deposit

All students will initially be placed on the PTA waitlist so that they can begin their coursework. These students are eligible to petition the Health Division at the end of the Spring semester in which all the petition requirement, listed below, will be completed.

** HESI EXAM NOTES: The HESI exam is waived for applicants with a bachelor's degree or higher. In lieu of scores, the minimum required percentages listed on the Program Acceptance Rubric will be used. You may take the HESI to attempt to raise your total score in this section. However, if your scores are less than the minimum required percentages, you delay or eliminate your ability to petition.*

Step 2A: Complete all the requisite course work required by the program with a final grade of "C" or higher. These courses include:

- General Anatomy & Physiology
- Written Communication
- Oral/Interpersonal Communications
- Developmental Psychology
- Introduction to Diversity Studies
- Introduction to Sociology
- Introduction to Psychology or Psychology of Human Relations
- One elective: Medical Terminology is highly recommended

Step 2B: Complete and document a total of 40 hours of observation of physical therapy: 20 hours in each of two different physical therapy settings such as:

- Outpatient Physical Therapy Clinic
- In-patient hospital physical therapy
- Nursing Home physical therapy
- Pediatric physical therapy in the school system
- Home Health physical therapy

Once the hours are fulfilled:

- Complete the Verification of Physical Therapy Clinical Observation Hours form
 - the front page of the observation form needs to be completed by you
 - the back page of the observation form needs to be completed by the Physical Therapist/Physical Therapist Assistant you observed

After the form is completed:

- The PT/PTA that you observed needs to mail the form to Southwest Tech, Attn: Admissions, 1800 Bronson Boulevard, Fennimore, WI 53809 on the Verification of Physical Therapy Clinical Observation Hours form.

PETITION PROCESS

Step 3: Submit the following documents for evaluation by June 1st (or the Friday before if June 1st is on a weekend)

- Official Transcripts from other colleges showing successful completion of the coursework must be on file with Southwest Tech. This typically occurs during Admission. Contact your advisor or Admissions for assistance.
- Verify with your advisor, the Division Assistant at 608.822.2470, or Admissions@swtc.edu that the Verification of Physical Therapy Clinical Observation Hours form has been received.
- Cover letter requesting entry to PTA core classes, statement specifying courses completed, and a statement indicating completion of 40 observation hours in two different settings.

From the pool of applicants who have successfully completed Steps 1-3, the top 18 applicants will progress to Step 4.

Step 4: The top 18 applicants will:

- Receive notification by June 15
- Register for classes in mid to late June
- Attend a mandatory PTA student orientation in early July

Any students who are not selected for Step 4 of the petition process have the opportunity to petition for the next academic year.

If you have any questions regarding the above process, please contact Student Services at 608.822.2354 to speak with a PTA program advisor.