Admission Requirements for the Occupational Therapy Assistant (OTA) Program

The Occupational Therapy Assistant Program is a competitive entry program and application does not guarantee admission. The program admits students once a year for the fall semester. The deadline for submitting an application to the college and all related admission documents is March 15th. You are encouraged to submit your application packet early if it is complete.

The following process will be used to determine the students who are selected for admission into the program. Each step in Phases I and II are mandatory and must be completed by the deadline. No exceptions will be granted. It is the applicant’s responsibility to read and understand the application process.

Phase I: College Admission Process
Step 1 _____ Apply to Idaho State University. This must be completed prior to applying to the OTA program. Complete an application for admission and pay fees online. Be sure to click on the College of Technology Application and select your program choice.

Step 2 _____ Submit transcripts to Idaho State University.
Idaho State University has different requirements for the following groups of students:

Freshmen - Students who have not enrolled in any college or university after graduating from high school (or receiving a GED).
1. Submit an official high school transcript or GED. Official transcripts must be mailed in a sealed envelope to Idaho State University by the awarding institution. Transcripts will not be accepted directly from a student.
2. Submit official ACT or SAT Scores*

Transfer Students - Students who have 14 or more attempted and/or in-progress credits at any college or university after graduating from high school (or receiving a GED) prior to enrolling at Idaho State University.
1. Submit an official transcript from each college previously attended, whether accredited or unaccredited, to Idaho State University*. Official transcripts must be mailed in a sealed envelope to Idaho State University by the awarding institution. Transcripts will not be accepted directly from a student.

Mail directly to:
Idaho State University Admissions
921 S. 8th Ave., Stop 8270 Pocatello, ID 83209
In-state transcripts may be faxed to: (208) 282-4511

*If you do not have college level math or English, or your ACT/SAT, or Compass scores are lower than the minimum requirements for the OTA program or out-of-date, you may need to take the
ALEKS (math) or Accuplacer (reading comprehension) placement exams. ACT/SAT scores are valid for 7 years and the Compass scores are valid for 2 years from date of testing.

Step 3 ____ Submit test scores.
Submit COMPASS, SAT, or ACT scores. If you have not taken the COMPASS, SAT or ACT tests, you need to complete the ALEKS (math) and Accuplacer (reading comprehension) placement tests. These tests enable us to place you in the appropriate classes to enhance your success in college. ACT and SAT test scores are valid for seven years from date of testing.

Step 4 ____ Meet with an advisor.
Meet with the College of Technology OTA advisor to finalize your acceptance into ISU College of Technology.
To make an appointment, call (208)282-2622. Email ctech@isu.edu

Phase II: Program Admissions Process

Step 5 ____ Complete the essay that is attached labeled applicant essay. Due to COVID, we removed the observation hours and added this essay which will prompt you to give us an idea of what you know about the field and will tell us something about you as a potential OTA student.

Step 6 ____ Obtain 2 letters of recommendation. These forms are included in the packet. These may come from someone who knows your character and/or your work ethic. Examples can be faculty/teachers, coaches, bosses, people who have known you for 5+ years from church or other volunteer or work activities.

Step 7 ____ Complete application.

Phase III: Selection Process

Once the deadline passes and all applications have been received and scored, up to 20 students will be chosen for each cohort to start in each Fall Semester.

The admissions team consists of the OTA program coordinator and OTA faculty along with the OTA student advisor. Applicants will be ranked based on:

- Preference courses taken and corresponding grade
- Letters of reference
- Essay
Once applicants have been ranked, letters of acceptance will go out within 2-4 weeks. Applicants will also be notified if they were not accepted in this cohort and are encouraged to reapply the next year.

Candidates for each cohort will then need to complete their requirements for the program which include:

- Recent medical exam with up to date immunizations
  - MMR, Tetanus, TB, Hepatitis C, Varicella
- Verification of current health insurance
- CPR (available through ISU Continuing Education)
- HIPAA training (available online through ISU)
- Background check