Mendocino College Physical Therapist Assistant (PTA) Program Application Instructions

Thank you for your interest in applying to the Mendocino College PTA Program. Program applications will be accepted each year between the dates of August 15 and October 15. A computer-generated lottery system will be used to select 24 students for acceptance from the qualified applicants. Applicants will be notified of lottery results in November.

Qualified applicants will meet the following criteria: 1) Admission to Mendocino College. 2) Completion of PTA Program Application. 3) Completion (or progress towards completion) of the four pre-requisite courses with a grade of “C” or better. 4) Submission of official college transcripts verifying successful completion (or progress towards completion) of pre-requisite coursework.

Please complete the following steps to begin the application process.

Step 1
Apply to Mendocino College either in person at the registrar’s office or online. If applying online, use the following link and follow the prompts: https://www.mendocino.edu/admissions.

Step 2
Complete the application that is located on the next page and submit electronically or by mail to PTA Program Administrative Assistant, Aura Weis. Email application to PTA@mendocino.edu or mail to Mendocino College, PTA Program, 1000 Hensley Creek Road, Ukiah, CA 95482.

Step 3
Submit official transcripts to verify completion of pre-requisite coursework to PTA Program Administrative Assistant, Aura Weis. Transcripts can be sent electronically directly from the institution or via mail. Email PTA@mendocino.edu, or mail to Mendocino College, PTA Program, 1000 Hensley Creek Road, Ukiah, CA 95482.

If you have any questions about the application process, please contact Aura Weis, PTA Program Administrative Assistant, at PTA@mendocino.edu or 707-467-1057.

After Acceptance and Prior to Enrollment

1. Health Clearance - Applicants must present evidence of physical fitness and ability to perform tasks required of a Physical Therapist Assistant. Before the first day of the spring semester in January, students must complete a physical exam and all immunizations requested, including an annual flu shot and the COVID-19 vaccine/booster. Technical Standards/Essential Functions are provided as a link on the PTA web page. Students are expected to be able to perform all Technical Standards/Essential Functions throughout the program.

2. Criminal Background Check - Clinical placements are a mandatory component of the curriculum and will require clearance of a criminal background check. Students who do not clear agency requirements are not eligible for clinical placement and will, consequently, be ineligible to continue in the program. A clear background check must be completed prior to the first day of the spring semester in January.

3. Drug Screen - A drug screen is required prior to beginning the program, prior to the first clinical education experience and may be required prior to any clinical education experience depending upon the clinical site requirements. Based on the policies of clinical sites, students cannot participate in the program with cannabis in their system. This includes the use of medical marijuana regardless of having a medical marijuana card.

4. CPR for Healthcare Provider - You must present a valid CPR card for Healthcare Provider offered through the American Heart Association prior to the beginning of the second semester in the program. Card must be valid throughout the duration of the program.
5. **Malpractice Insurance** - PTA students are required to obtain malpractice insurance **prior to the end of the first semester.**

**Failure to present the required documents detailed above by the deadlines stated may result in reversal of acceptance or administrative dismissal from the program.**

**Accreditation Statement**

The Physical Therapist Assistant Program at Mendocino College is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Ave., Suite 100, Alexandria, Virginia 22305-3085; telephone: 703-706-3245; email: accreditation@apta.org; website: http://www.capteonline.org. If needing to contact the program/institution directly, please call PTA Program Administrative Assistant Aura Weis at 707-467-1057 or email PTA@mendocino.edu.

**Nondiscrimination Statement**

The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, immigration status, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

The Superintendent/President shall establish administrative procedures that ensure all members of the college community can present complaints regarding alleged violations of this policy and have their complaints heard in accordance with the Title 5 regulations and those of other agencies that administer state and federal laws regarding nondiscrimination.

No District funds shall ever be used for membership, or for any participation involving financial payment or contribution on behalf of the District or any individual employed by or associated with it, to any private organization whose membership practices are discriminatory on the basis of national origin, immigration status, religion, age, gender, gender identity, gender expression, race, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics, or because of his/her association with a person or group with one or more of these actual or perceived characteristics.
Mendocino College PTA Program Application

Name _______________________________________

Date _______________________________________

Other names used___________________________________________

MC ID Number___________________

Mailing Address____________________________________________

Birthdate_______________________________

Email Address___________________________________

Primary Phone__________________________

Alternate Phone___________________________

PTA Program Prerequisite Course completed:

<table>
<thead>
<tr>
<th>Required Course</th>
<th>College/University</th>
<th>Course Name and Number</th>
<th>Semester and Year Completed</th>
<th>Grade</th>
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<tbody>
<tr>
<td>Anatomy with Lab</td>
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<tr>
<td>Physiology with Lab OR</td>
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<tr>
<td>Human Biology with Lab</td>
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<td>Medical Terminology</td>
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<td>Introduction to Physical Therapy</td>
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To be completed by PTA Program staff:

- Official Transcripts Received
  - YES
  - NO

- Pre-requisite Coursework Completed with Passing Grade
  - YES
  - NO

- Mendocino College application completed
  - YES
  - NO