

**Memorandum of Understanding  
between  
North Dakota State University & North Dakota State College of Science**

The purpose of this memorandum is to clarify and set forth the essential terms of agreement between the two institutions relating to curriculum requirements to be satisfied for any student attending the North Dakota State College of Science's Associate in Applied Science degree in Occupational Therapy Assistant who desires admission into the NDSU Human Development and Family Science (HDFS) Bachelor's degree program.

To be eligible for admission under the terms of this agreement, each North Dakota State College of Science (NDSCS) student must complete the NDSCS Associate in Applied Science (AAS) degree in Occupational Therapy Assistant (OTA) Program as specified by Appendix A below.

Upon successful completion of the AAS OTA program it is agreed:

1. Students who successfully complete the courses/credits identified will earn an Associate in Applied Science Degree in Occupational Therapy Assistant from NDSCS (see Appendix A below). This degree would then allow students to be considered for admission into the HDFS program at NDSU.
2. Students will apply for admission to NDSU by following admissions policies at NDSU for transfer students.
3. At NDSU, students will major in HDFS and must complete either the Child and Adolescent Development option or the Adult Development and Aging option in the HDFS program.
4. NDSU will accept specified AAS program courses as NDSU curriculum equivalents (see Curriculum Guide in Appendix B below).


Further, for admission to the NDSU HDFS Program, each student must have earned a grade of "C" or better in the following NDSCS classes: PSYC 250, OTA 214 or 215/218, and OTA 255.

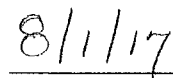
The terms of this agreement will be jointly reviewed by NDSU and NDSCS annually following the signature dates below with more frequent reviews as necessary (i.e., in the event of a course revision, etc.). Changes by one party to any aspect of the agreement will require notification of the other party and discussion of the agreement.

This agreement will be effective August 15, 2017, and shall remain in effect until either party requests a review of or revision(s) to the agreement.

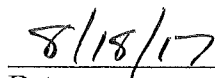
Under this agreement, the North Dakota State College of Science and North Dakota State University may list this program in their catalogues and promotional literature.

Signatures:

  
\_\_\_\_\_  
Department Chair, Occupational Therapy Assistant  
North Dakota State College of Science

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Head, Human Development & Family Science  
North Dakota State University

  
\_\_\_\_\_  
Date

*Ken Bergels*

Dean, Arts, Science, & Business Division  
North Dakota State College of Science

*8/1/17*

Date

*Nancy J. Arnold*

Dean, Human Development and Education  
North Dakota State University

*8/24/17*

Date

*Hany Ford*

Vice President for Academic Affairs  
North Dakota State College of Science

*8/2/17*

Date

*Beck Byrum*

Provost  
North Dakota State University

*8/24/17*

Date

*John A. Smith*

President  
North Dakota State College of Science

*8-15-17*

Date

*Dee Beeman*

President  
North Dakota State University

*8-25-17*

Date

# Occupational Therapy Assistant



## Occupational Therapy Assistant

### Contact Information

Beth Schlepp, department chair  
elizabeth.schlepp@ndscs.edu  
701-671-2982  
Mayme Green Allied Health Center 213G

### Delivery Methods

Face to Face: Wahpeton  
Online: \*Some Classes

Occupational therapy assistants are a valued team member of the healthcare setting. COTA's assess, utilize and adapt everyday occupations to improve daily living skills, promote health and wellness, and enhance independence in the daily occupations of their clients. OT practitioners can work with clients ranging from newborn to geriatric in a variety of settings including school systems, hospitals, mental health clinics, nursing homes and rehabilitation facilities. The COTA provides intervention strategies under the supervision of a registered occupational therapist.

The program at NDSCS offers an exceptional education in a supportive learning environment. The curriculum consists of three semesters of academic preparation and one semester of full-time fieldwork education. Semester progression is based on meeting established benchmarks. Criminal background checks will be required upon entry to the program. A previous conviction may affect fieldwork placements. If this issue applies, the student must meet with the department chair and fieldwork coordinator. All expenses incurred during fieldwork are the responsibility of the student.

The OTA Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, Suite 200, Bethesda, MD 20814-3449. ACOTE's telephone number, C/O AOTA, is (301) 652-AOTA and the web address is [www.acoteonline.org](http://www.acoteonline.org). Graduates will be eligible to sit for the National Certification Examination for the Occupational Therapy Assistant, administered by NBCOT, 12 S. Summit Avenue, Suite 100, Gaithersburg, MD 20877-4160, phone number, C/O AOTA, is 301-990-7979, [www.nbcot.org](http://www.nbcot.org). When application is made, the candidate will be required to disclose any previous felony conviction, which may affect the graduate's eligibility to sit for the exam. Upon successful completion of the exam, the candidate will be a Certified Occupational Therapy Assistant (COTA). Most states require licensure, which is based on the results of the examination.

The OTA program adheres to the NDSCS equal opportunity policy as stated in the *NDSCS Catalog*.

Course Code	Course Title	Credits
OTA 101	Introduction to Occupational Therapy	3
OTA 102	Disability Awareness	1
*OTA 105	Medical Terminology	2
OTA 110	Introduction to Muscle Function	2
OTA 111	Therapeutic Media	1
OTA 112	Documentation	1
OTA 113	Physical Disabilities I: Theory/Practice	3
OTA 114	Pediatrics I: Theory/Practice	2
*OTA 115	Behavioral Health: Theory/Practice Children/Adolescents	2
OTA 151	Fieldwork Level I — Experience I	1
OTA 213	Physical Disabilities II: Theory/Practice	2
OTA 214	Pediatrics II: Theory/Practice	3
*OTA 215	Behavioral Health: Theory/Practice Adults	3
OTA 216	Professional Issues	2
OTA 218	Aging	2
OTA 219	Community Models of OT Practice	2
OTA 252	Fieldwork Level I — Experience II	1
OTA 253	Orientation to Fieldwork Level II	1
OTA 254	Fieldwork Level II — Experience I	6
OTA 255	Fieldwork Level II — Experience II	6
OTA 256	Seminar	1
<b>Related/General Education Courses</b>		
BIOL 220	Anatomy and Physiology I	3
BIOL 220L	Anatomy and Physiology Lab I	1
BIOL 221	Anatomy and Physiology II	3
BIOL 221L	Anatomy and Physiology Lab II	1
COMM 110	Fundamentals of Public Speaking	3
ENGL 110	College Composition I	3
FYE 101	Science of Success	1
PSYC 250	Developmental Psychology	3
PSYC 270	Abnormal Psychology	3
SOC 110	Introduction to Sociology	3
**Wellness elective		2
<b>Total Required Credits</b>		<b>73</b>

\* Courses are offered in an online platform. Exams for online courses follow the NDSCS Distance Education Proctoring Guidelines.

\*\* Recommended: HPER 217 Personal and Community Health or NUTR 240 Principles of Nutrition (and Diet Therapy).

OTA courses must be taken in sequence. Sequencing of courses is available on the programs website at [www.ndscs.edu/ota](http://www.ndscs.edu/ota).

### Admission Requirements\*

Applicants will be admitted to the program according to the following selection process:

**Fall Semester (1<sup>st</sup> Tier Selection):** Students will be admitted provisionally on a first come basis until capacity is reached, so early application/registration is strongly encouraged. Students admitted will take the foundational OTA prefix courses offered fall semester. The following criteria must be met:

1. Complete the NDSCS Admission process and submit an official high school transcript and all official college transcript(s) to **Enrollment Services**. Refer to NDSCS website for requirements at [www.ndscs.edu/admissions](http://www.ndscs.edu/admissions).
2. Submit official ACT results to **Enrollment Services** with a minimum score of 16 in English and 18 in reading **OR** submit a Compass Placement test (or equivalent) with a minimum score of 38 in writing and 80 in reading **OR** submit an official college transcript with ENGL 110 completed with a "C" or higher. To schedule a Compass Placement test call 701-671-2256.
3. Applicants (with a college transcript) must have a GPA of 2.0 or higher.
4. Applicants must have the ability to perform the *Essential Functions for the OTA Student* as listed on the college website [www.ndscs.edu/ota](http://www.ndscs.edu/ota).

**Spring Semester (2<sup>nd</sup> Tier Selection):** A maximum of 32 students will be granted full acceptance to the program using a point based selection process. The following criteria must be submitted to the OTA program prior to interview. Students will be notified of their status prior to the end of fall semester. Alternates will be selected, based on points, if openings become available until the first day of class.

1. Basic Entrance Exam results. Testing date/time to be announced.
2. Documentation of 20 hours of non-paid volunteer/community service or job shadow in OT.
3. Professional Development Assessment score results.
4. Departmental interview results. Date/time to be announced.
5. Current fall semester grades for in-progress OTA/general education courses

(in-progress with a "C" or higher).

6. Additional admission points will be awarded for completion (passed with a "C" or higher) of the following college level courses, as they appear on an official college transcript: BIOL 220/220L Anatomy and Physiology I, BIOL 221/221L Anatomy and Physiology II, PSYC 250 Developmental Psychology and PSYC 270 Abnormal Psychology.
7. Applicants with English as a second language may be required to complete an English language proficiency exam and meet a benchmark score. Contact the program for information about the assessment if this applies.

Specific immunizations, background check, First Aid certification, CPR (Health Care Provider) certification and health insurance will be a requirement for fieldwork placement. Drug screens may be a requirement for some sites.

**For additional information contact:** Patti Wells, office manager, Allied Health Careers, [patti.wells@ndscs.edu](mailto:patti.wells@ndscs.edu) 701-671-2981. Also visit our website at [www.ndscs.edu/ota](http://www.ndscs.edu/ota).

\*Program Admission Requirements are subject to revision. Please check the with the department or the programs website under Program Admission Requirements for current information.

### Award

Upon successful completion of the required courses ("C" or higher), students will be awarded an Associate in Applied Science degree in Occupational Therapy Assistant.

Revised: April 2016

Appendix B. HDFS Curriculum for students transferring from NDSCS OTA program.

NDSU Course	Credits
ENGL 120	3
ENGL 325, 358, or 459	3
STAT 330	3
CSCI 114 or MIS 116	3
Humanities/Arts*	6
PSYC 111	3
Global Perspectives*	3
HDFS 135	3
HDFS 250	3
HDFS 353	3
HDFS 475	3
HD&E 320	1
HDFS Electives 300-400	6
Pick either option	9
Child and Adol. Dev	
HDFS 320	3
HDFS 330	3
HDFS 340	3
Adult Dev. & Aging	
HDFS 360	3
HDFS 480	3
HDFS 482	3
General Electives* **	8
<b>Total</b>	<b>60</b>

\*37 credits must be at the 300-400 level; in order to reach this, 9 credits of humanities, global, or electives must be at 300-400 level.

\*\* NDSU requires 60 total credits from a 4-year institution, so these 8 are needed to reach 60 total.

A grade of 'C' or better is required in all HDFS courses. A minimum GPA of 2.5 is required in all courses required for the major.

This curriculum reflects the following:

OTA 214 or OTA 215/218 substitutes for 3 credits of HDFS electives.

OTA 255 substitutes for 5 credits of HDFS 496

PSYC 250 substitutes for HDFS 230

SOC 110, COM 110, ENGL 110, FYE 101, BIOL 220, 221, 220L, 221L, and the Wellness elective from NDSCS all transfer directly for their equivalent NDSU courses.