

Application for Admission



UCNJ Union College of Union County, NJ
A.A.S. Degree in Physical Therapist Assistant

Dear Prospective Physical Therapist Assistant Student:

We are delighted that you have chosen UCNJ Union College of Union County, NJ, to begin your journey toward becoming a Physical Therapist Assistant (PTA). The PTA program at UCNJ is a full-time, two-year program that is accredited by the Commission of Accreditation in Physical Therapy Education. A PTA is a member of a healthcare team that provides physical therapy services under the direction and supervision of a physical therapist. PTAs implement components of patient care, obtain data related to the treatments provided, and collaborate with the PT to modify care as necessary. Upon completing the program, graduates receive an A.A.S. degree and are eligible to take the state licensure examination.

UCNJ strives to provide you with the education and clinical experiences that will assist you in becoming an excellent PTA and a valuable healthcare team member.

We look forward to collaborating with you to achieve your educational goals.

In the meantime, if you have any questions or need further information about our program, you may contact:

Dr. Sohal Hallur, PT, ScD
Program Director
908-412-3542
Sohal.hallur@ucc.edu

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PHYSICAL THERAPIST ASSISTANT PROGRAM MISSION STATEMENT

The Physical Therapist Assistant Program transforms our community by preparing highly qualified, entry-level professionals who promote safe and ethical professional practices within the scope of Physical Therapy. The Program is committed to excellence in providing an evidence-based Physical Therapy education, encouraging graduates to continue pursuing lifelong learning and relevant professional contributions.

The UCNJ Union College of Union County, NJ, PTA program will no longer admit new students in the Spring semester, effective Spring 2024. Beginning in 2024, new students will only be admitted in the Fall semester. The deadline for submission of new applications for Fall 2024 is May 10, 2024.

Union County residents who meet the minimum admission criteria will be given priority.

Admission Requirements:

Successful completion of pre-requisite courses in ENG101 English Composition I, BIO105 Anatomy and Physiology I with a grade of “C” or higher. BIO 105 Anatomy and Physiology I prerequisite must be completed within ten years of the application date. **Completion of 20 observation hours with the completion of the observation rubric by a PT/PTA. Successful completion of the HESI exam. For full consideration, applicants must meet all admission requirements.**

Instructions to apply to the program:

- 1) Students who are interested in applying to the PTA program must first apply to UCNJ and select Health Science as their major
- 2) To apply to UCNJ, go to [Apply](#)
- 3) For assistance in applying to UCNJ, please visit <https://www.ucc.edu/admissions/admissions-process/>
- 4) Please submit your **official transcripts** from all schools attended in sealed envelopes to Admissions Office, Cranford Campus
1033, Springfield Avenue, Cranford, NJ 07016
- 5) The admissions office must perform an official evaluation of transfer credits. If there are questions about applying to UCNJ, selecting courses, or transferring credits, please get in touch with a Student Service Specialist in the Student Service Center on Plainfield Campus at 908-412-3550, or you can access <https://www.ucc.edu/academics/transfer-assistance/>

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- 6) Students must also complete the PTA application and submit the completed application along with **unofficial transcripts** from all schools attended CLEP and AP scores, if applicable, for review by the PTA admissions committee by emailing it to PhysicalTherapist@ucc.edu or by mailing it to
Division of Allied Sciences
Plainfield Campus
UCNJ Union College of Union County, NJ
232 East Second Street
Plainfield, NJ 07060
- 7) All students must complete twenty observation hours in an acute care hospital, acute rehab hospital, skilled nursing facility, or outpatient physical therapy facility before applying to the program. Each facility/PT/PTA must be provided the letter accompanying the admission packet. The student must have the physical therapist/therapist assistant they have followed for twenty hours complete the observation rubric. The PT/PTA is requested to fill out the rubric confidentially, seal it in an envelope, sign along the seal, and provide it to the student. The student must provide a sealed envelope with their admission application. The admission application will be considered complete once the program receives a completed observation rubric. Information regarding the observation hours to the student, the clinician (PT/PTA), and the observation rubric, which is required to be completed by the clinician, is provided in the admission packet.
- 8) All students must complete the HESI exam to be considered for admission into the PTA program. Please visit <https://www.proctoru.com/portal/elsevier-hesi> to create your account and schedule your exam. Information about the HESI exam can be found at <https://evolve.elsevier.com/education/hesi/hesi-admission-assessment-exam/>. Please note that the HESI exam will test a student's knowledge about Anatomy and Physiology I along with their English, and critical thinking skills.
- 9) Please refer to the HESI material attached to this application to obtain further information on how to apply for the exam. Please refer to www.proctoru.com for additional information on how to complete the HESI exam. Every applicant must pay the \$70 required to complete the HESI exam.

All applications received up to May 10, 2024, will be reviewed. An admission score will be calculated for each application per the attached rubric. Admission into the program is highly competitive and not guaranteed.

For the 2024 admission cycle only: The program will accept applications from students still completing their prerequisite courses in the Spring 2024 semester. All students must complete the HESI exam and observation hours requirement by May 10, 2024. Students needing clarification about the admission process should e-mail the program director at Sohal.Hallur@ucc.edu.

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Please note:

Students accepted into the PTA program must have medical health insurance, health clearance by a physician, malpractice insurance, first aid certification, CPR certification, drug testing, and a criminal background check. Federal and state laws preclude persons with specific criminal backgrounds from being in contact with children and patients. A felony conviction may affect a student's admission, placement in the clinic, and ability to attain state licensure. Please consult with a Student Specialist or the Program Director with any questions.

Retention of Application Materials:

Application materials submitted to the PTA program become the property of UCNJ and will not be returned to the applicant.

UCNJ does not discriminate based on race, color, national origin, sex, age, or disability.

APPLICATION CHECKLIST:

- PTA Program Application Form
- All **unofficial transcripts** from all schools attended
- CLEP and AP scores (if applicable)
- Completion of twenty observation hours with a completed rubric
- Completion of the HESI examination
- All **official transcripts** from all schools attended are to be sent to the Admissions Office on Cranford Campus.

CURRICULUM SEQUENCE

Pre-Clinical Phase

ENG 101	English Composition I	3 credits
BIO 105	Anatomy and Physiology, I	4 credits

After all pre-clinical phase course work, a Physical Therapist Assistant Program Application is required for consideration for the clinical phase of the program.

Clinical Phase: Fall Semester I

BIO 106	Anatomy and Physiology II	4 credits
PTA 110	Functional Anatomy	3 credits
PTA 111	Therapeutic Procedures and Modalities	6 credits
PTA 112	Independent Living	2 credits

Clinical Phase: Spring Semester I

MAT 127	Elementary Statistics	4 credits
PSY 101	General Psychology	3 credits
PTA 114	Orthopedic Rehab for PTA	3 credits
PTA 116	Neurological Rehab for PTA	6 credits

Clinical Phase: Fall Semester II

ENG 102	English Composition II	3 credits
PSY 204	Lifespan Development	3 credits
PTA 210	Pediatrics and Pathologies for PTA	4 credits
PTA 211	Clinical Practice I	4 credits

Clinical Phase: Spring Semester II

PTA 215	Clinical Practice II	12 credits
PTA 212	Advanced Topics in PT	2 credits

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DATE _____

Please print.

APPLICANT NAME	
ADDRESS	
TELEPHONE HOME	
CELL	
EMAIL	
UC STUDENT ID (if applicable)	

ACADEMIC WORK

List the High school you attended and, chronologically, every College, University, or Professional school you attended or are attending. Enclose an unofficial transcript from each school with the completed application and send official transcripts to the Admissions Office on the Cranford Campus. Do not enclose a high school transcript if 12 or more College credits have been completed.

Name of Institution	City & State	From To	Degree Earned

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Please complete the following information.

	Semester Date	Grade	Institution Name
English Comp I			
Anatomy & Physiology I			

Applicant Signature: _____ Date: _____

Physical Therapist Assistant Handbook

I have read the Physical Therapist Assistant Handbook and understand the program's expectations, goals, objectives, policies, and procedures.

Applicant's Signature: _____

Date: _____

Performance
Essentials

I have read the Performance Essentials Document in the PTA Program Handbook and can fulfill these functions with or without reasonable accommodation as outlined in this document. (Please sign below to acknowledge your understanding of these performance essentials.)

Applicant's Signature: _____

Date: _____

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ASSIGNED STUDENT NUMBER	
TOTAL ADMISSIONS SCORE	

Course	Grade	Weightage	Total points
BIO 105		40%	
ENG 101		40%	

Total Grade	Points
A	50
A-	45
B+	40
B	30
B-	25
C+	20
C	10

Observation Hours: Points X 10%

HESI Exam: Score X 10%

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Dear Physical Therapist Assistant/Physical Therapist

The UCNJ Physical Therapist Assistant program requires 20 observation hours as an admission requirement. A potential applicant must complete the observation hours at one physical therapy setting under the guidance of a licensed physical therapist or physical therapist assistant. An admission application would only be considered complete once the observation hours are completed.

The objectives for completing observation hours are:

- To assess student's interest in the profession of physical therapy
- To evaluate student's professional behavior in a clinical setting
- To assess student's commitment to learning
- To expose a potential physical therapist assistant student to different clinical settings

The program requests your evaluation of the above objectives and the applicant's performance under your supervision. The information provided will be used in the admission process and admission into the UPTA Program.

Please use the form provided along with this letter to rate the student on the provided rubric. A clinician can return the completed confidential form to the student in a sealed envelope with the clinician's signature across the seal to ensure authenticity. The student will be responsible for providing it to the program to complete their admission application.

All students are responsible for getting the necessary Immunizations and vaccinations to perform observation hours at a clinical site.

Dismissal policy:

The clinical site and the clinician being shadowed have the right to dismiss the observation student from the facility for any unprofessional behavior. It will be at the discretion of the clinician and the clinical site to determine if the potential student can return to complete their observation hours.

The evaluation of the student performed by the clinician is confidential, and the applicant waives their rights to view the evaluation.

Thanks for your assistance in completing this form and providing observation hours to potential physical therapist applicants at Union College. Please get in touch with Sohal Hallur, PTA program director, at 908 412 3542 or Sohal.Hallur@ucc.edu.

Sincerely,

Sohal Hallur
Program Director- Physical Therapist Assistant
UCNJ Union College of Union County, NJ
232 East 2nd Street
Plainfield, NJ 07060

UCNJ Union College of Union County, NJ
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Dear Physical Therapist Assistant Prospective Applicant

The UCNJ Physical Therapist Assistant program requires 20 observation hours as an admission requirement. A potential applicant can complete the observation hours at one physical therapy setting under the guidance of a licensed physical therapist or physical therapist assistant. An admission application would not be considered complete until the observation hours are completed.

The objectives for completing observation hours are:

- To assess student's interest in the profession of physical therapy
- To assess student's professional behavior in a clinical setting
- To assess student's commitment to learning
- To expose a potential physical therapist assistant student to different clinical settings

Please fill out the top section of the observation form provided in the application packet and provide the form with the accompanying letter to the observed clinician. The clinician will return the form in a sealed envelope with their signature on the seal. You are responsible for providing the completed form to the program to complete your admission application.

All students are responsible for getting the necessary Immunizations and vaccinations to perform observation hours at a clinical site.

Dismissal policy:

The clinical site and the clinician being shadowed have the right to dismiss the observation student from the facility for any unprofessional behavior. It will be at the discretion of the clinician and/or the clinical site to determine if the potential student can return to complete their observation hours.

The evaluation of the student performed by the clinician is confidential, and the applicant waives his/her rights to view the evaluation.

Please contact Sohal Hallur, PTA program director, at 908 412 3542 or at Sohal.Hallur@ucc.edu.

Sincerely,

Sohal Hallur
Program Director- Physical Therapist Assistant
UCNJ Union College of Union County, NJ
232 East 2nd street
Plainfield, NJ 07060

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The student is responsible for filling out the top section of this form

Name: _____

Date: _____

Type of Setting: _____

Observation Dates/Number of hours

Date: ___/___/___ Hours: _____ Date: ___/___/___ Hours: _____

Date: ___/___/___ Hours: _____ Date: ___/___/___ Hours: _____

Date: ___/___/___ Hours: _____ Date: ___/___/___ Hours: _____

Date: ___/___/___ Hours: _____ Date: ___/___/___ Hours: _____

TO BE COMPLETED BY THE SUPERVISING CLINICIAN ONLY

Please rate the applicant on the following four items using a scale of 1-3 by placing a checkmark on the appropriate number for each item

1= Not Observed

2= Partially Observed

3: Observed consistently

Items	1	2	3
Appropriate communication with patient and therapist			
Was punctual in arrival and stayed through the schedule time. Did not no call or now show for scheduled observation hours			
Demonstrated appropriate respect and did not use cell phone during observation hours			
Was dressed appropriately and professionally			
Would you recommend this student for the physical therapist assistant program			

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Comments:



FIVE STEPS

for a Successful ProctorU
Experience

STEP 1:

Create your ProctorU account and download the ProctorU browser extension.

If you do not have a ProctorU account, sign up [here](#) for a student account.

- Select **Elsevier – HESI** as your enrollment institution and fill out all required information before submitting.

If you already have a ProctorU account:

- Log in and click on **Account Settings** from the drop-down menu at the top right of page.
- Under Enrollments, click Add Enrollment and select **Elsevier – HESI** from the drop-down, then click **update account**.

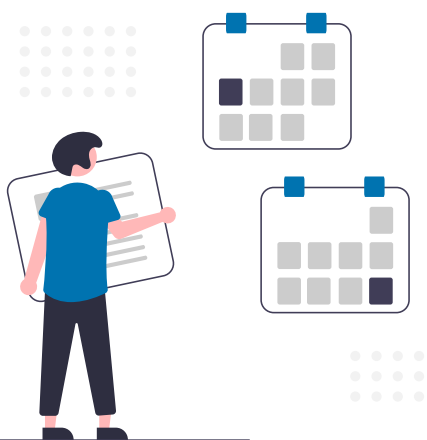
Download the ProctorU browser extension.

- Click [here](#) for Google Chrome
- Click [here](#) for Firefox

Note: Be sure to login to the extension with your ProctorU credentials before connecting for your exam.

STEP 2:

Schedule your exam



Log in and click the “**Schedule New Session**” button.

Select **Elsevier – HESI** as your institution, select your school’s name for your Term, select your exam by Cohort / Exam Name, then click “**Search Sessions.**”

Use the **calendar** and **clock** features on the left to select your desired testing date and time.

Note: Please schedule at least 72 hours in advance of the date/time you want to take your exam and if you are unsure of the exam name, please contact your instructor.

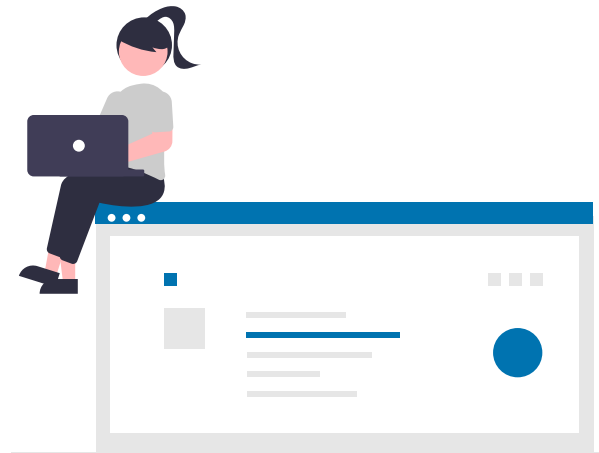
STEP 3:

Test your equipment.

View the [minimum requirements](#) outlined on this page.

Click [here](#) to log in to your ProctorU account and test your equipment.

If any part of your equipment fails, start a [live chat](#) with our representatives for help.



Note: Please check your equipment in an environment that is identical to or close to your actual testing environment.

STEP 4:

Prepare for your exam day.

- ✓ Testing in a private, well-lit room with no one else in it.
- ✓ Having a government-issued ID or other institution-permitted ID.
- ✓ Clearing your workspace from all materials except those allowed by instructor.
- ✓ Closing all third-party programs and unplug secondary monitors.
- ✓ Removing any non-religious head coverings, watches, earbuds or headphones.
- ✓ Ensuring your equipment is working and the ProctorU browser extension is installed.

STEP 5:

Know what to expect on your exam day.

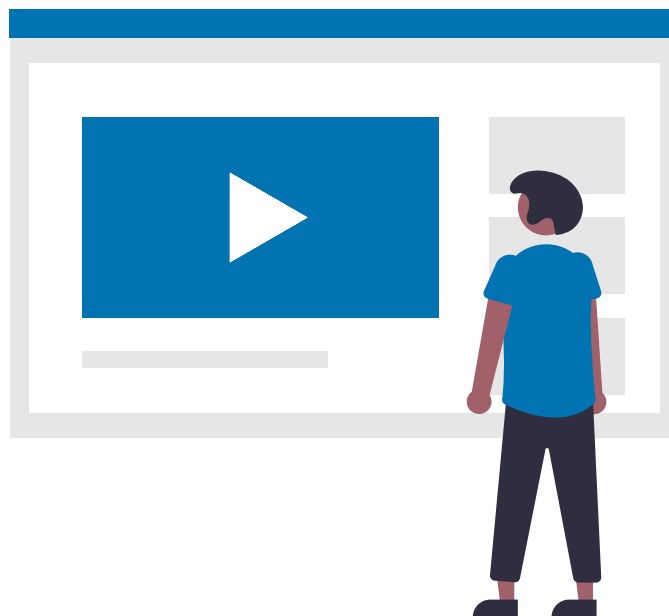
Reviewing the following videos:

[Best Practices for HESI Exams](#)

[Exam Day for Specialty/A2 Exams](#)

[Exam Day for Exit Exams](#)

Note: You may also view our [Elsevier Student Portal](#) to get more detailed information on how to prepare.



Need Help?

Help Center
[Click Here](#)

Live Chat
[Click Here](#)

Phone
1-855-772-8678

Email
support@proctoru.com