

OZARKS TECHNICAL COMMUNITY COLLEGE

BEHAVIORAL HEALTH SUPPORT

Application Checklist

Updated 4/20/21

APPLICATION DEADLINES:

✓ **November 5 Hybrid deadline**

- BHS 200, PSY 110, PLS 101, CIS 101, ENG 100 (or ENG 101) and COM 100 (or COM 105) must be completed in or before the fall semester
- Upon acceptance, remaining BHS classes start the spring semester
- Hybrid includes online lecture and (4) seven-hour class day sessions per semester delivered at Springfield campus or Waynesville Center or Table Rock campus

✓ **April 5 Seated deadline**

- BHS 200, PSY 110, PLS 101, CIS 101, ENG 100 (or ENG 101) and COM 100 (or COM 105) must be completed in or before the spring semester
- Upon acceptance, remaining BHS classes start the summer semester
- Seated track held at Springfield campus

The Behavioral Health Support Program is a selective admission program and admission is determined by a points-based system. Points are awarded on completing the Missouri Civics Exam, completion of preadmission requirements, references, and the interview score.

An incomplete file will not be considered – Complete the following by the application deadline

- ☐ Complete OTC admissions process. Visit www.otc.edu/start-here
- ☐ Complete preadmission courses or be in progress of completing when applying. See Preferred Course Sequence [here](#) for specific requirements.
- ☐ **All official transcripts from accredited schools attended other than OTC must be received before the application deadline.**
- ☐ Submit the Behavioral Health Support application to the Allied Health Office **by the application deadline**. Instructions are on the application. Find application information [here](#).
- ☐ Submit 3 references **by the application deadline**. The form with instructions may be found [here](#).

PREADMISSION/GENERAL EDUCATION COURSES:

- All preadmission BHS and PSY courses must be completed with a grade of “C” or higher **or** be in progress of completing when applying.
- Points are given on grades made in these classes as part of the selection process.
- General education courses on the Preferred Course Sequence may be completed before applying to the program or while in the program.
- A 2.5 GPA will be required for graduation.

- Having a 2.5 GPA at the end of the program will ensure that graduates meet the standards expected by their future employers and the Department of Mental Health, A BHS partner.

INTERVIEW PROCESS

- ✓ The interviews are held in a multi-station format and applicants should plan to be in attendance for one hour.
- ✓ Students will be invited to an interview based on the following criteria by the application deadline:
 - Complete OTC admissions process
 - All official transcripts have been received at OTC's Admission Office
 - Achieve a "C" or higher in preadmission courses outlined on the preferred course sequence
 - All references have been received at the Allied Health Office by the application deadline
- ✓ Letters regarding the date, time, and location will be sent out approximately two weeks in advance. Notify the Allied Health Office of any change in name, address, or phone number. Responsibility for failing to receive the letter due to incorrect contact information will fall to the student.
- ✓ The interview is approximately 15 minutes in length. The applicant will be asked questions by a panel of interviewers. The questions will demonstrate the applicant's level of academic ability, professionalism, and potential ability to be a successful member of the behavioral health support team.

NOTIFICATION OF ACCEPTANCE

- Based upon the program's admission scoring system, the top 20 applicants will be offered a position in the program and will receive information on the necessary steps to complete the program admission.
- Letters are mailed out to the address on the application, by USPS, indicating acceptance or non-acceptance into the program.
- The accepted students will receive an acceptance packet through their OTC email account to complete the admission process.

REAPPLICATION

- ✓ Applicants and alternates not selected for admission need to notify the Allied Health Office, if they wish to pursue admission into the program the following application cycle.
- ✓ Applications must be renewed annually.
- ✓ Inactive application files will be shred after 12 months.

Contact the Allied Health office with any questions at (417) 447-8803 or alliedhealth@otc.edu.

OTC cannot guarantee that students classified under the Deferred Action for Childhood Arrivals (DACA) program will receive approval to take the licensure exam after program completion. Please contact the state or national agency that administers the professional licensure exam to inquire about licensure exam requirements.

Background Check – Students with a felony or a significant criminal history may not be able to participate in clinical experiences at some of our sites and may not be able to apply for a license to practice. Contact the Allied Health Office for additional information (alliedhealth@otc.edu).