

OZARKS TECHNICAL COMMUNITY COLLEGE

Respiratory Therapy Application Checklist

APPLICATION DEADLINE:

- February 15 – Classes begin in June (summer semester)
- Location: OTC Springfield Campus, 1001 E. Chestnut Exp. Springfield, MO

¹*The Respiratory Therapy Program is a selective admission program.*

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

- ☐ Complete the OTC admissions process. Visit <https://www.otc.edu/start-here>
- ☐ Attend an informational session. Visit [here](#) for dates and times. This is recommended but not required.
- ☐ Complete the preadmission courses outlined on the Preferred Course Sequence. See Preferred Course Sequence [here](#) for specific requirements. **Official transcripts from accredited schools attended other than OTC must be received before the application deadline (February 15).**
- ☐ Submit a Respiratory Therapy application to the Allied Health office **by the application deadline (February 15)**. Click [here](#) for the form and instructions.
- ☐ Submit 3 reference forms **by the application deadline (February 15)**. The form may be found [here](#) with instructions.
- ☐ Complete TOEFL testing if English is not student's native language, **by the application deadline**.

ENGLISH PROFICIENCY REQUIREMENT: (Effective with the February 15, 2019 application deadline.)

Students whose first language is not English must document their English language proficiency. This requires:

- ❖ Minimum TOEFL iBT passing score of 84, with a minimum speaking score of 26.
- ❖ Student must satisfy this requirement by submitting a current TOEFL iBT score (Test of English as a Foreign Language) with their respiratory therapy application **by the application deadline**.
- ❖ Testing is completed through the [TOEFL](#) website.
- ❖ The TOEFL report scores are valid for 2 years from the test date.
- ❖ This is separate from the test taken to be admitted to OTC.

¹SELECTION FOR INTERVIEW PROCESS:

The RT Program is a selective admission program. A grade of "C" or better is required in the pre-admission courses to be considered for the interview process. The Preferred Course Sequence outlines the pre-admission courses.

- A score is given for the grade made in all of the preadmission requirements.
 - See the Preferred Course Sequence for exceptions to these classes.
- All pre-admission courses must be completed by the end of the semester in which the applicant is applying.
- Mid-term grades will be checked in the spring semester student is applying.
- A GPA of 2.5 and higher is required to receive a score.
- A total score is given on submitted references. All 3 references must be received by the application deadline for a complete file.

INTERVIEW PROCESS:

- ✓ Applicants who have met all of the requirements are considered for an interview.
- ✓ Letters regarding the date, time, and location of the Allied Health interview are sent out approximately two weeks in advance. Please notify Allied Health of any change in name, address, or phone number.
- ✓ The interview is approximately 15 minutes in length. The applicant is asked questions by a group of interviewers.

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 are requested to notify the Allied Health office at their earliest convenience to move their file to the next available deadline.
- ✓ 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).

Updated 12/17/18