



School of Allied Medical Professions

2012 Admission Application Instructions

Who Should Use This Application

These instructions have been prepared for applicants to one of the Bachelor degree programs in the School of Allied Medical Professions.

This application is **NOT** appropriate for high school seniors, transfer students who have **not** completed program requirements, or those who have never attended any college/university. If you fit one of these categories and are uncertain of the appropriate application method, please email the Professional Admissions Office at professional@osu.edu.

When to Apply

All application materials should be submitted by the deadline listed in the box at the end of these instructions. Applications received past the priority deadline will only be reviewed and considered if the class is not full or an opening occurs prior to the beginning of autumn quarter.

What Are the Admission Criteria?

Admission criteria vary by program. Applicants should consult the School of Allied Medical Professions (SAMP) website at <http://amp.osu.edu> or call the SAMP Student Affairs Office at (614) 292-1706. Admission criteria include specific course prerequisites, prior experience requirements, and in many cases, completion of all or most general education courses prior to starting coursework in the major. All programs require a minimum cumulative GPA of 2.50. The average GPA for autumn 2010 admission was 3.43; however GPA alone does not determine admission.

What You Need to Complete the Application

All required parts of your application must be submitted online before you will be considered for admission. A complete application consists of:

Application Form: Please accurately complete all questions on the online application. List all colleges/universities you have attended, even if only for one quarter/semester.

Schedule of Current and Planned Courses: Please list only the prerequisite courses you are currently taking and those you plan to take prior to enrollment in your program of choice and the institution where you are taking them. If you are currently not taking any classes and do not plan to take any courses before starting your professional program, type "not-applicable" on this form. If you plan to transfer credit to meet program prerequisites, the Professional Admissions Office can advise you on the appropriateness of the courses.

Personal Statement: The personal statement is an opportunity for you to describe yourself and why you are applying to the desired program, as well as how a degree in this program fits into your future plans and career goals. Please use evidence such as completed coursework, professional experiences and volunteer activities.

Experience Record: The experience record provides an opportunity for you to describe work, volunteer, and shadowing experiences in a healthcare setting. If applicable, indicate location, date, number of hours devoted to each experience, and the persons under whom you worked. Students applying to Radiologic Sciences and Therapy should write about a patient care experience and how this fits into their desire to enter the profession.

Application Fee: A nonrefundable \$40 application fee is required of all U.S. applicants, and a \$50 application fee is required of international applicants.

One Copy of Official Transcript: An official and complete transcript from each institution attended (**except OSU**) must be sent to the Professional Admissions Office. The Professional Admissions Office will obtain OSU transcripts for all current and previously enrolled OSU students. To be official, transcripts must be mailed directly from the issuing institution. If you complete any "in progress" courses during the application process, please submit an updated transcript as soon as it becomes available. Transcripts should be requested from other institutions attended when the application is submitted so the transcript can arrive at Ohio State within two weeks of submitting an application. Transcripts should be mailed to the following address: Professional Admissions Office, PO Box 182003, Columbus, Ohio 43218-2003.

Additional Information Specific to Each Program: Some programs offer a variety of options for specific populations of students. Refer to the "Additional Information Specific to Each Program" section of this document for more information.

Applying to More Than One Program

You may apply to more than one SAMP Program for the same quarter of admission, but you will need to submit separate applications for each program option. However, you may choose more than one concentration for each program option on the same application. If you have previously submitted an application, please use the same username and password to access the application. Once the first application is submitted, students should change the appropriate information and resubmit the application. Students will receive a confirmation of each application received. Please review the instructions carefully to determine your admission eligibility and specific program deadlines.

Recalculation of Grade-Point Option

Applicants who have **discontinued** their college/university enrollment for a period of five years or more may request to have their cumulative grade-point average (GPA) recalculated for admission consideration. Upon approval, the SAMP Admissions Committee will base its GPA calculation **ONLY** on coursework taken after the point of re-entry. Such students **must complete a minimum of 45 hours of graded credit between the point of recalculation and the program's priority application deadline**. Check the appropriate box on the application form to request GPA recalculation.

Transfer Students

Check the following website to determine course equivalents for most Ohio public colleges/universities: <http://osu.transfer.org/cas/index.jsp> . If course equivalents cannot be determined, please e-mail the Professional Admissions Office at professional@osu.edu with specific questions on transfer equivalencies.

English Proficiency Requirements

Success at Ohio State depends upon the student's ability to converse in, write, and understand English. To assure such competence, the university requires any applicant whose native language is not English to submit official TOEFL, MELAB, or IELTS scores. To be considered official, the scores must be sent directly from the testing agency to Ohio State. The test must have been taken within the last two years. Ohio State does not conditionally admit applicants who have not met the requirement for proof of English proficiency.

Applicants who are citizens of or who have received a bachelor's degree or higher in one of the following countries are exempt from the TOEFL, MELAB, or IELTS requirement: Australia, Belize, the British Caribbean and British West Indies, Canada (except Quebec), England, Guyana, Ireland, Liberia, New Zealand, Scotland, the United States, and Wales. No student will be considered for admission until proof of English proficiency is determined.

TOEFL (Test of English as a Foreign Language): Ohio State's minimum TOEFL score requirement is 550 paper-based or 79 internet-based. For information about TOEFL, contact: TOEFL/TSE Services, PO Box 6151, Princeton, NJ 08541-6151; 609-771-7100; www.toefl.org. The OSU institution code is 1592.

MELAB (Michigan English Language Assessment Battery): Ohio State's minimum MELAB score requirement is 79. For information about MELAB, contact: English Language Institute, MELAB Office, TCF Building, Suite 350, University of Michigan, 401 E. Liberty, Ann Arbor, MI 48104-2298; 734-764-2416; www.lsa.umich.edu/eli/testing/melab .

IELTS (International English Language Testing System): Ohio State's minimum IELTS score requirement is 6.5. For information about IELTS, contact their website for the nearest testing center at www.ielts.org.

Financial Requirements for Student Visa

International applicants who are determined to be academically admissible will be reviewed for sufficient financial resources by the university prior to being officially admitted into a program. If determined academically admissible, applicants will be emailed an Affidavit of Support form and required to submit financial documents in order to receive an I-20 Form (for F1 visa) or DS-2019 (for J1 visa).

Required Health Review (All SAMP Students)

Because of the nature of the clinical experiences required, **ALL** students admitted to SAMP programs are required to submit the results of a health review prior to starting coursework in the program. This review will include verification of all required immunizations or proof of immunity. Students who accept offers of admission for autumn 2012 will be sent complete information and the appropriate forms prior to starting the program.

Criminal Background Check

Criminal background checks are required of all students. All admitted SAMP students must successfully pass the criminal background check to continue in their major. The Ohio State University Medical Center Office of Security provides the background check service.

Many states, institutions, and registration/licensure boards impose severe restrictions on hiring or credentialing medical personnel who have felony or misdemeanor convictions. While this may not affect your admission to your academic program, it could severely compromise your plans to work in the health profession of your choice. If you have such a record, you must disclose it on the application and seek advice from the SAMP Student Affairs Office at 614-292-1706.

Student Services

Financial Aid – all students are encouraged to apply for aid even if their applications may be under review. Information on financial aid at Ohio State, including scholarships and loans, is available at www.sfa.osu.edu or by calling 614-292-0300 or toll free at 800-678-6440. The Free Application for Financial Aid (FAFSA) is available online at www.fafsa.ed.gov. Reapplication is required yearly; forms are available after January 1.

Housing – if you would like a University Residence Hall application or Family Housing application, check the appropriate box on the application form. If you would rather live off campus, contact the Off-Campus Student Services Office for a list of apartments, sublets or information on their roommate matching service. Check the website at <http://offcampus.osu.edu> or call (614) 292-0100.

Retention/Reapplication Information

Application materials are retained in the SAMP Student Affairs Office for one year. The application and all supporting documents become the property of Ohio State and may not be returned to the applicant, forwarded to another institution, or duplicated for any purpose. If you wish to reapply to next year's class, you must submit a new online application by the posted deadline.

Valuing Diversity

The policy of The Ohio State University, both traditionally and currently, is that discrimination against any individual for reasons of race, color, national origin, religion, sex, sexual orientation, gender identity and/or expression, age, disability or Vietnam-era veteran or other veteran status is specifically prohibited. Accordingly, equal access to employment opportunities, admissions, educational programs, and all other University activities is extended to all persons. The University promotes equal opportunity through a positive and continuing affirmative action program that complements and supports the University's aspirations for diversity.

The Office of Human Resources at Ohio State is responsible for the coordination of matters relating to equal opportunity and affirmative action. The Associate Vice President can be reached at the Office of Human Resources, 1590 N. High Street, Suite 300, Columbus, Ohio 43210-1175, and (614) 292-4164. The University adheres to federal and state law prohibiting discrimination, including Title VII of the Civil Rights Act of 1964, as amended, Title IX,

Section 504 of the Rehabilitation Act and O.R.C. Section 4112. United States Department of Defense regulations prohibit gay men, lesbians and bisexuals from serving in the armed forces, including Reserve Officers Training Corps. As a result of this prohibition, ROTC programs at Ohio State are inconsistent with University Policy Number 1.10. (Issued 10/1/73 and revised on 2/2/04).

Office for Disability Services

Applicants with any documented disability who may require special assistance are urged to contact the Office for Disability Services, 150 Pomerene Hall, 1760 Neil Avenue, Columbus, Ohio 43210-1297, Phone (614) 292-3307, Fax (614) 292-4190. This office coordinates academic support services and accommodations for individuals who have special needs as a result of a permanent or temporary disability. Individuals eligible for services include, but are not limited to those with attention deficit disorder, mobility, hearing, visual, speech, psychiatric, or learning disabilities.

If you want more information about these support services and accommodations, please contact the Office for Disability Services: <http://www.ods.ohio-state.edu>. Your self-referral is the only indication of your interest and need of these services.

Application Checklist

School of Allied Medical Professions

Please use this checklist to ensure you have completed all necessary steps to apply to one of the School of Allied Medical Professions programs. The following items are to be submitted to the **Professional Admissions Office**:

- Complete and submit the online application, including the schedule of current and planned prerequisite courses, personal statement, experience record, and application fee.

- Have one official and complete transcript of all course work sent directly from the institution, except OSU transcripts.

- Arrange to take the TOEFL, MELAB, or IELTS, if required, and have the score sent directly to Ohio State.

Contact and Mailing Information

<p>Professional Admissions Office P.O. Box 182003 Columbus, OH 43218-2003 614-292-9444</p> <p>Email: professional@osu.edu Website: www.professional.edu</p> <p>Location: SAS Building 1st Floor 281 West Lane Avenue Columbus, OH 43210-1132</p>	<p>The School of Allied Medical Professions Student Affairs Office 127 Atwell Hall 453 W. 10th Avenue Columbus, OH 43210-1234 614-292-1706</p> <p>Email: sampstudentaffairs@osumc.edu Website: www.amp.osu.edu</p>
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Additional Information Specific to Each Program

SAMP Program's Application Information and Deadline

Program	Deadline	Application Information	Contact Name/Email	Program Website
Athletic Training	3/1/2012	A minimum of 25 hours of observation with a licensed AT is required prior to application. This is accomplished in the ATH TRNG 303 course.	Dr. Mark Merrick/ Mark.Merrick@ osumc.edu	http://www.amp.osu.edu/at
Health Information Management and Systems <ul style="list-style-type: none"> • Traditional Program • Baccalaureate Completion Program for RHIT's 	3/1/2012 Contact Division prior to applying.	A visit with a health information administrator (usually the director of a medical record or health information management department) at a hospital of your choice is required. Please include visit information, including name of the person, phone number, and facility visited, in the experience section of the online application. Students who have completed appropriate first-year courses and earned a competitive overall GPA may be considered for early admission to the program. Contact the program for information.	Dr. Melanie Brodnik/ Melanie.Brodnik@ osumc.edu	http://www.amp.osu.edu/hims
Health Science <ul style="list-style-type: none"> • Columbus • Lima 	3/1/2012 Contact Division		Dr. Kay Wolf/ Kay.Wolf@ osumc.edu	http://www.amp.osu.edu/hs
Medical Dietetics <ul style="list-style-type: none"> • Sophomore/Junior • Coordinated Graduate 	3/1/2012 3/1/2012	The program typically admits students who have completed at least 45 credit hours including the freshman-level prerequisite coursework (sophomore level). However, applicants who have completed appropriate second year courses may be offered admission to third year (junior level) professional courses on a space-available basis. Applicants applying for the coordinated graduate program must submit GRE scores at the time of application.	Dr. Kay Wolf/ Kay.Wolf@ osumc.edu	http://www.amp.osu.edu/md
Medical Laboratory Science <ul style="list-style-type: none"> • Certification Track • Medical Science Track • MLT Articulation Track • Coordinated Graduate 	3/1/2012 9/15/2011 WI 12/1/2011 SP 5/15/2012 AU 3/1/2012	Offers early admission options to qualified freshman and sophomore-level students. For more information, contact the program directly. Applicants applying for the coordinated graduate program must submit GRE scores at the time of application.	Ms. Jessica Mantini/ Jessica.Mantini@ osumc.edu	http://www.amp.osu.edu/mt
Radiologic Science and Therapy <ul style="list-style-type: none"> • Traditional Program Radiology Radiation Therapy Sonography <ul style="list-style-type: none"> • Non-Traditional Program B.S Completion Program for Imaging Professionals	1/31/2012 Contact Division prior to applying	Eight hours of documented direct patient contact experience in a Department of Radiology specific to the modality you are applying into. Documentation forms can be found at www.amp.osu.edu .	Dr. Kevin Evans/ Kevin.Evans@ osumc.edu	http://amp.osu.edu/rd
Respiratory Therapy <ul style="list-style-type: none"> • Sophomore Level • Junior Level 	3/1/2012 12/31/2011	The program typically reviews and admits students who have completed at least 45 credit hours including the freshman-level prerequisite coursework (sophomore level). If space is available, the program considers students for autumn quarter professional, junior-level admission who apply before the December 31 deadline, who have completed the "prerequisites for admission," and who have projected completion of all additional prerequisites needed to start the major.	Dr. Georgianna Sergakis/ Georgianna.Sergakis@ osumc.edu	http://www.amp.osu.edu/rt