

PTA Application Process Checklist

- 5 Required Core Classes: English 1301 or 2311, Anatomy & Physiology I & II, Human growth/lifespan and development, your choice: Ethics, Philosophy, or a cultural study. (**Example: art appreciation**)
- Unofficial transcript (s): This will be uploaded in application submission.
- HESI A2: The final score sheet will be uploaded in application submission. The only sections you need to take are: *****Reading Comp, Vocab and General Knowledge, Grammar, and A&P.*****
- Observation hours: These are printable from website and will be uploaded in application.
- Course in Progress Form: If you are working on one of the 5 required core classes during application cycle, you will print this form from website have current instructor fill it out and upload it in application.
- Substitution Form: If you are attending/coming from another college that titles a core course different from NTCC's core title you will print this form and fill it out. Upload in application.
- Essay: This is a max of 2 pages typed; tell us why you want to be a PTA. What connection you might have to the field. This will be uploaded in application.
- Essential Job Functions form: This form is printable and you will need to sign and upload in the application.
- 2 Reference forms: These are printable and are confidential (applicant will not see this). References need to be sealed in an envelope with the lip of it signed by the requested person filling it out. They can be handed in or mailed in to our Dept. (see address on website) ***** these are not uploaded*****
- Observation Evaluation forms: These are printable and should be given to each PT or PTA you observe with; sealed in an envelope and lip signed. They can be handed in or mailed in to our Dept. (see address on website) ***** these are not uploaded*****
- If you are currently not an NTCC student you will need to apply to NTCC only upon acceptance to the PTA program. *****This is not needed unless you get into the program.*****