

University of Kansas
School of Allied Health

Department of Physical Therapy & Rehabilitation Science
DPT Application Packet

Please use the table of contents on the left to navigate.
This packet contains all departmental forms and instructions.

Many of the forms can be filled out on your computer prior to printing and we strongly encourage you to take advantage of this feature. Completing your application on the computer prior to printing will expedite your application by eliminating questions or concerns due to illegible or hard to decipher handwriting.

Applications will be accepted between July 1, 2008 and December 31, 2008

Please Note:

In addition to filling out the departmental application forms, you must also complete the Graduate School application (which also requires a resume) and enclose it in the packet you mail to us.

Use the Domestic Application or International Application, as appropriate, located on the Graduate School web site at:

http://www2.kumc.edu/aa/gradstudies/grad_adm.htm



May 2008

Dear Applicant,

Thank you for your interest in the professional program in physical therapy at the University of Kansas Medical Center in Kansas City (KUMC). According to the 2008 edition of *U.S. News American's Best Graduate Schools*, the KUMC physical therapy program is ranked **12th out of all public school physical therapy programs** in the U.S. and 24th overall. The following web-site, <http://www.pters.kumc.edu>, has links to the forms and instructions necessary to apply for admission to the Doctor of Physical Therapy (DPT) class beginning June 2009. Please review the entire packet and read the instructions carefully before completing the forms. **Applications will be accepted between July 1, 2008 and December 31, 2008 for the class beginning June 2009.**

Our DPT program is an accredited 3 year full-time graduate program designed to prepare a generalist physical therapy practitioner and to foster lifelong professional development. The program begins in early June and includes classroom, laboratory, research and clinical learning experiences. Students participate in 36 weeks of clinical affiliations. As an academic Health Science Center, KUMC provides ample opportunity for physical therapy students to interact with a large number of health care professionals, as well as students from other disciplines.

Admission to the DPT program at KUMC is a competitive process. The faculty values a well-rounded applicant; one who has demonstrated his/her academic and cognitive abilities as well as his/her personal and professional potential. Class size is restricted; we generally admit no more than 36 students in any single year.

KUMC subscribes to equal opportunity in its programs and activities. Consequently, it prohibits discrimination based on race, religion, color, sex, disability, national origin, ancestry, sexual orientation and as covered by law, age and veteran status.

Completed applications will be processed as they are received. Applicants are notified as soon as the process is complete. **Early submission of a complete application is encouraged.** Applications will continue to be processed until December 31, 2008. After we have accepted 36 students, applicants who meet the qualifications for admission will be offered a place on a waiting list. Please email the Coordinator of Admission, Robert Bagley, at rbaaglevl@kumc.edu if you need any additional information.

Sincerely,

Patricia S. Pohl, PhD, PT
Chair of Admissions and Director of the DPT program

Department of Physical Therapy & Rehabilitation Science
3056 Robinson Hall, Mailstop 2002
3901 Rainbow Blvd., Kansas City, KS, 66160
phone: 913.588.6799 fax: 913.588.4568

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Minimum Eligibility Requirements for Admission Consideration

To be considered for admission into the Professional Program in Physical Therapy at KUMC, a student must have:

1. A baccalaureate degree from a regionally accredited institution or international university with equivalent requirements for the bachelor's degree. The degree must be completed before classes begin in early June. The degree can be in any field, but must include the prerequisite courses listed in this packet. In exceptional cases, persons not holding bachelor's degrees also may be admitted if they are academically well prepared. The student's academic background will be reviewed by the Graduate School before a student without a bachelor's degree will be admitted as a degree-seeking graduate student.
2. A satisfactory cumulative grade point average. We will examine GPAs in the following areas and require a 3.0 grade point average (on a 4.0 scale) in each:
 - Overall GPA
 - Math and science prerequisites courses
 - Other prerequisite courses
3. A passing grade in all prerequisite courses. A "D" is not considered a passing grade. See the **Description of Prerequisite Courses** included in this packet for more information. Please note the following requirements related to prerequisite course work:
 - A single course may not be used to fulfill more than one prerequisite requirement (except a combined human anatomy/physiology class that is 6 semester credits or greater and includes a laboratory may be used to fulfill both the anatomy and physiology requirements).
 - All prerequisite course work must be taken for a grade. Pass/fail, credit/non-credit or satisfactory/unsatisfactory are not acceptable. However CLEP, ACT and Advanced Placement credits are acceptable when officially documented on a college transcript.
 - All prerequisite course work must be completed before June 2009; **preference will be given to students who have at least 80% of their Math and Science prerequisites (8 classes) completed at the time of application.**
 - If a prerequisite course is taken more than once (even if at different universities), all instances that appear on the official transcript must be reported. The grades from all attempts will be averaged in GPA calculations.
4. A satisfactory score on the Graduate Record Examination (GRE) General Test. We recommend a minimum score of 450 each, on the verbal and quantitative sections, and a minimum of 4.0 on the writing section.
5. Written verification of a minimum of 32 hours of observation in a physical therapy clinic under the direction of a physical therapist, with at least 16 of those hours occurring in a hospital setting. We recommend that students try to observe physical therapists in a wide variety of settings. Those settings include but are not limited to hospitals, private practice clinics, school systems, nursing homes, assisted living facilities and hospice care centers.

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6. Three letters of recommendation according to the application guidelines. One letter of recommendation must be from a physical therapist. One letter from a professor is recommended. Letters from family or friends are not accepted. The individual writing the letter should be able to speak to your potential as a medical professional, your potential to succeed in graduate school or your work ethic.

NOTE: The Department of Physical Therapy and Rehabilitation Science reserves the right to waive any documentation normally required and to admit a student, or deny admission, whenever it believes it has sufficient information to make the decision.

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Instructions for Completing the Admission Forms

STEP 1 - Contact agencies that need to send information directly to the Department of Physical Therapy and Rehabilitation Science.

- a) Arrange to take the Graduate Record Examination (GRE) General Test. Your application cannot be completely processed until we have received your scores. Use institution code 6895 and department code 0619 to have an official copy of your scores mailed directly to our office (see address below).
- b) Arrange to have one official copy of transcripts from each college and university that you have attended sent directly to the department (see address below).
- c) If you will take prerequisite courses in the Fall semester of 2008, send us an additional transcript after the Fall 2008 semester is complete (it can be unofficial if you still have courses to take in the Spring of 2009).
- d) If not available at the time of application, official transcripts must be sent to the department at the end of the Spring 2009 semester indicating that an undergraduate degree has been conferred.

STEP 2 - Assemble application packet materials and return them in one package to the Department of Physical Therapy and Rehabilitation Science (see address below). **We suggest that you complete the forms on your computer before printing them out (<http://www.pters.kumc.edu/DPTpacket.pdf>). This will avoid delays caused by illegible hand-written applications.**

- a) Fill out the appropriate graduate application (either domestic or international) located at http://www2.kumc.edu/aa/gradstudies/grad_adm.htm
The references listed on this form should be the same individuals you designate to complete the "Personal Recommendation Forms" (see 'd' below). Be sure to include your resume as required by the graduate application.
- b) Write a check for \$60 payable to "School of Allied Health" to cover the application fee. This fee is non-refundable.
- c) Complete the "Application for Admission, Department of Physical Therapy and Rehabilitation Science" (<http://www.pters.kumc.edu/DPTpacket.pdf>).
- d) At the top of each of the Personal Recommendation forms (<http://www.pters.kumc.edu/DPTpacket.pdf>), verify that your name is typed on top. Read and sign one of the confidentiality options. Distribute the forms, giving the individuals who are writing the recommendations enough notice to thoughtfully complete a written recommendation. Instruct the chosen individuals that after they have completed the recommendation, they should put the recommendation letter and the form in an envelope, seal the envelope, sign over the seal, and return the sealed envelope to you. Remember that recommendations should not be from family or friends.
- e) Have Clinical Observation Verification form(s) signed (<http://www.pters.kumc.edu/DPTpacket.pdf>).
- f) Complete all GPA Worksheets. See the instructions accompanying those forms for more information about how to complete them (<http://www.pters.kumc.edu/DPTpacket.pdf>).
- g) Self-address and stamp (first-class postage) 1 business-sized envelope (9 1/2" x 4 1/8"). **Use the address where you would like us to send you materials through May 2009.** The return address section on the envelope should be blank. The envelope will be used to send application correspondence from our office back to you.
- h) Collect all materials listed in a-g above, complete the Application Checklist and mail all materials in one package to:
DPT Admissions Committee
Physical Therapy and Rehabilitation Science
Mail Stop 2002
University of Kansas Medical Center
3901 Rainbow Blvd.
Kansas City, KS 66160

**Departmental Application for Admission
Department of Physical Therapy and Rehabilitation Science**

1. Program you are applying for (please check one):

_____DPT _____DPT/PhD (Note: If you are applying for the PhD program or the transitional DPT program, you should not use this application. DPT/PhD applicants must fill out the PhD application in addition to this one.)

2. University from which you did, or will, obtain your undergraduate degree and date degree was/will be awarded:

University: _____ Date of degree: _____

3. Email address where you can be reached for correspondence from the department from the time of application through May 2009 (PLEASE PRINT CLEARLY):

4. List the number of clinical hours you have accumulated from the "Clinical Observation Verification" forms you are sending us and indicate the sites and the type of experience (e.g., outpatient, inpatient, home health, school setting, etc.).

Number of hours: _____ Site: _____ Setting: _____

Number of hours: _____ Site: _____ Setting: _____

Number of hours: _____ Site: _____ Setting: _____

Number of hours: _____ Site: _____ Setting: _____

Number of hours: _____ Site: _____ Setting: _____

Number of hours: _____ Site: _____ Setting: _____

5. **Please read the following question and type a response.** Restrict your answer to 500 words in 12 point font (or about 1 page, single spaced). Attach a typewritten paper to this **signed** document.

Question

Some students come to PT school with a single interest in clinical practice, e.g., pediatrics, sports. A physical therapist is trained to be a generalist. In your preparation and decision-making to enter PT school, what experiences demonstrate your interest in more than one aspect of physical therapy?

6. If there are any **special circumstances** that you would like us to consider in reviewing your application, please describe these briefly below or on an attached sheet.

7. **Everything I have included with this application is true. I understand that if the Department of Physical Therapy and Rehabilitation Science or the University of Kansas finds that I have been deliberately untruthful in my application, I will be rejected from further consideration for admission or expelled from the program.**

SIGNATURE _____

DATE _____

PRINTED NAME _____

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Personal Recommendation

Applicant's Name _____

Confidentiality Options

A. I request a CONFIDENTIAL recommendation and waive my right to review this form. This means that the person who submits this recommendation knows that I will not be aware of its contents now or at any time in the future.

Signature

Date

B. I request a NON-CONFIDENTIAL recommendation and retain my right to review this form. This means that the person who submits this recommendation knows that I may ask to see this recommendation if I am admitted into the DPT Program.

Signature

Date

The applicant MUST sign one of the above options

Instructions to the person completing this recommendation: The person named above is applying to the Professional Doctor of Physical Therapy Program at the University of Kansas Medical Center. **On a separate piece of paper (letterhead, if possible)** please: 1) describe your relationship with the candidate; 2) comment on the candidate's ability to communicate (verbally and/or in writing) and his/her interpersonal skills; and 3) address any other qualities this candidate possesses that you believe will enable him/her to be successful in graduate school and become a successful professional. Recommendations from family or friends of the candidate are not accepted.

Person Writing the Recommendation (RECOMMENDATION IS TO BE INCLUDED ON AN ATTACHED SHEET; LETTERHEAD PREFERRED).

NAME (Print) _____

NAME (Signature) _____

CLINICAL and ACADEMIC DEGREES YOU HOLD _____

NAME OF FACILITY/ACADEMIC INSTITUTION _____

YOUR POSITION AT INSTITUTION _____

ADDRESS (CITY/STATE) _____

If the recommendation is to remain confidential (Option A above), please return this form with the accompanying letter to the applicant in a sealed envelope with your signature over the seal to ensure confidentiality.

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Clinical Observation Verification

Applicant Name _____

This is to certify that _____ observed in our Department of
(applicant's name)

Physical Therapy under the direction of a physical therapist for a total of _____ hours in

(month, year)

Physical Therapist's name

Physical Therapist's signature

Facility name

City, State

Type of facility (e.g., hospital, private practice, school)

Type of patients observed

Instructions for Completing the GPA Worksheets

General Directions

This form is designed to help us identify how many of our prerequisite courses you have completed. Please remember that you must successfully complete all prerequisite courses to be eligible to begin our program. You must have a math and science prerequisite GPA (sheet #1) and an "other" prerequisite GPA (sheet #2) greater than or equal to a 3.0 on a 4.0 scale.

Please type or print clearly on the worksheet. For each prerequisite course that you enter on the worksheet, please compare the course descriptions from your college with our **Description of Prerequisite Courses** to be sure that the course meets our criteria. Remember, if you took a required course more than once (e.g., to improve a low grade) and that course appears on your transcript, you must list all times that the course was taken and all grades earned.

Completing the Prerequisite Worksheets

1. Write the **course number and name (e.g., Psychology 101: Introduction to Psychology)** in the appropriate box of the worksheet. Include the name and number of courses you are currently taking or plan to take. Please remember that all prerequisite coursework must be completed with a grade of C or better before June 2009.
2. Write the name of the college or university at which you took or will take the course.
3. Write the semester or year in which you took or plan to take the course.
4. If the course was a "semester" in duration:
 - Enter the number of credit hours for the course in the "Credit Hours" column.
 - Enter the letter grade earned in the class in the "Letter Grade" column.
 - Enter the numerical grade earned in the class in the "Number Grade" column.

<u>Letter Grade</u>	<u>Grade Value</u>
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D+	1.3
D	1.0
F	0

- If you are currently taking the course or plan to take the course before June 2008, leave the grades column blank.

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- Enter the number of grade points earned for each class. This is determined by multiplying the number of credit hours by the numerical value for the letter grade (e.g., a 5 credit course in which you received a B would = 15 grade points).
- Add the number of credit hours and the number of grade points for worksheet #1. Divide the number of grade points by the number of credit hours to calculate your GPA. Follow the same procedure for worksheet #2.

5. NOTE: If the course was a "quarter" in duration:

- Convert the quarter hours to semester hours using the following table:

<u>Quarter Hours</u>	<u>Semester Hours</u>
1	0.7
2	1.3
3	2.0
4	2.7
5	3.3
6	4.0

- Enter the number of equivalent semester hours in the "Credit Hours" column.

GPA Worksheet #1: Science and Math Prerequisite Courses

Course Number and Name	College or University	Semester and Year Taken	Credit Hours	Letter Grade	Number Grade	Credit X Number
2 semesters (or equivalent) of Chemistry (with lab)						
2 semesters (or equivalent) of Physics (with lab)						
2 semesters (or equivalent) of Biology (with lab)						
1 semester (or equivalent) of Anatomy (with lab)						
1 semester (or equivalent) of Physiology (with lab)						
1 course (or equivalent) in Algebra and Trigonometry or 1 Precalculus or 1 Calculus						
1 course in Statistics						

Total Credit Hours = _____ Total CxN = _____

Math and Science GPA = CxN/ Total Credit Hours = _____

GPA Worksheet #2 – “Other” Prerequisite Courses

Course Number and Name	College or University	Semester and Year Taken	Credit Hours	Letter Grade	Number Grade	Credit X Number
2 semesters English Composition						
1 semester Speech						
2 semesters Psychology						
1 semester Sociology						
1 semester Human Development						

Total Credit Hours Sheet 2 = _____ Total CxN for Sheet 2 = _____

“Other” GPA = Total CxN for Sheet 2/Total Credit Hours for Sheet 2 = _____

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Description of Prerequisite Courses

BASIC SCIENCES

2 semesters (or equivalent) of chemistry with laboratory. These courses must be college level. The courses may be inorganic chemistry or they may be a combination of organic, inorganic or biochemistry. Introductory courses that cannot be used as prerequisites for more advanced courses are not acceptable.

2 semesters (or equivalent) of physics with laboratory. These courses must be college level and cover a broad background in physics, including the principles and application of mechanics, fluids, heat, thermodynamics, sound waves, electricity, magnetism and light.

2 semesters (or equivalent) of biology with laboratory. It is preferred that students enroll in a general biology course and an upper level course (200 level or above). For those students who have already taken two or more 200 level or above biology courses, the general course is not necessary. Recommended upper level courses include microbiology, molecular biology, or cellular biology.

1 semester (or equivalent) of anatomy with laboratory. This course may be human or mammalian, although human is preferred. A dissection laboratory is not required, but the course must contain some type of laboratory experience to be acceptable. A combined human anatomy/physiology course is generally not sufficient to fulfill the anatomy requirement (see below).

1 semester (or equivalent) of human physiology with laboratory. This course should introduce the student to basic human physiological principles. A combined human anatomy/physiology course (with laboratory) may be used to fulfill the physiology requirement. If the combined human anatomy/physiology course (with laboratory) is 6 semester credits or greater, it will fulfill both the anatomy and physiology requirements.

MATHEMATICS

1 course in college algebra and 1 course in trigonometry. A single course in algebra/trigonometry, or a single course in pre-calculus, or a single course in calculus can be used to fulfill the math requirement.

1 course in statistics. This course should include the following content areas: elementary descriptive statistics on a sample of measurements, probability, binomial and normal distributions, sampling from populations, and simple problems of statistical inference. Biomedical statistics, education statistics or business statistics courses are acceptable.

HUMANITIES

2 courses in English composition. These courses should develop the student's reading and writing skills. Courses must have a primary emphasis in writing. Literature courses may be used only if the course includes a significant writing component.

1 course in speech. This course should provide the student with an introduction to communication theory, process and skill. The class should include activities to improve the student's own communication skills when interacting in small groups or speaking in public.

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SOCIAL SCIENCES

2 courses in psychology. It is preferred that students enroll in a general psychology course (that includes content in basic psychology theory and research) and an upper level course (200 level or above). For those students who have already taken two or more 200 level or above psychology courses, the general course is not necessary. Abnormal psychology is strongly recommended.

1 course in sociology. The course should include content in the areas of person and society, group dynamics and interactions of groups and societies. A cultural anthropology course will be accepted as an alternate.

1 course in human development. The course should include content about human growth and development across a period of time. Ideally, the course should cross multiple domains, such as physiological, sociological, biological and psychological. Courses that often meet this intent are: Human Growth and Development, Child Psychology, and Adult Development and Aging.

RECOMMENDED COURSES

The following courses are not required for admission, and grades from these courses will not be included in any science/math or prerequisite GPA calculations. However, our faculty believes that incoming students will benefit tremendously from having taken these courses. Therefore, we strongly recommend these courses to prospective applicants.

1 course in first aid. This may through college coursework or through community courses offered by the American Red Cross, the American Heart Association, or the National Safety Council.

1 course in kinesiology. This course should introduce the student to the anatomical and mechanical principles of human movement.

1 course in exercise physiology. This course should introduce the student to the basic metabolic, cardiorespiratory, and muscular responses to exercise and to the physiological adaptations to chronic activity.

1 course in ethics. This course should introduce the student to the language and principles of ethical thought. It may include the nature of morality or the philosophical bases for the assessment of actions, agents and institutions. A course in medical ethics is preferred.

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Application Checklist

Name _____

Please place a check next to each item below to verify that you have addressed the items and/or included them in this application packet. Use the bottom of this page to briefly explain any item that you did not check and return this form with the admission packet. Remember, we cannot process incomplete applications.

- I have taken the GRE, and have arranged to have my scores sent directly to the Department of Physical Therapy and Rehabilitation Science. **I have included my scores on the quantitative and verbal portions on the “Domestic Degree Seeking Application for Admission”**
- I have requested that one official copy of my transcripts from each college and university that I have attended be sent directly to the Department of Physical Therapy and Rehabilitation Science.

I have compiled the following materials and have included them in this packet:

- Completed Application for Admission to the Graduate School, The University of Kansas, the “Domestic Application for Admission” (or International application if appropriate)
- A check for \$60 payable to the School of Allied Health
- Completed and signed “Departmental Application for Admission” including an attached sheet for the personal essay
- Three completed Personal Recommendation forms
- Signed Clinical Observation Verification form(s) totaling at least thirty two (32) hours, and including a minimum of sixteen (16) hours of observation in a hospital setting
- GPA Worksheet #1 (“Math and Science”) and #2 (“Other”)
- One self-addressed, stamped, business-sized envelopes. (This envelope will be used to send application correspondence from our office back to you.)

University and Program Accreditation

The University of Kansas was granted a full 10-year accreditation in June of 2005. The university is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

The Doctor of Physical Therapy program at the University of Kansas is currently accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE). The next visit for CAPTE will occur in 2009.

“Who is CAPTE?”

The Commission on Accreditation in Physical Therapy Education (CAPTE) grants specialized accreditation status to qualified entry-level education programs for physical therapists and physical therapist assistants. CAPTE is listed as a nationally recognized accrediting agency by the US Department of Education and the Council for Higher Education Accreditation (CHEA).

The 26-member Commission comprises broad representation from the educational community, the physical therapy profession, and the public. Members include physical therapy educators who are basic scientists, curriculum specialists, and academic administrators; physical therapy clinicians and clinical educators; administrators from institutions of higher education; and public representatives. The wide-ranging experience and expertise of this group in education in general and physical therapy education in particular provide ongoing assurance that the accreditation process of physical therapy education programs is fair, reliable, and effective.”

“How can I file a complaint against a CAPTE accredited program?”

The only mechanism through which the Commission on Accreditation in Physical Therapy Education (CAPTE) can act on your concerns is through the formal complaint process. Please be aware that your complaint **MUST** be related specifically to one or more of the Evaluative Criteria, to the Statement on Integrity in Program Closure, or to the Statement of Integrity in Accreditation. In other words you need to link your complaint to violation of the Criteria or the Statements. The Criteria can be found in the [Accreditation Handbook](#).”

http://www.apta.org/AM/Template.cfm?Section=General_Information&TEMPLATE=/CM/ContentDisplay.cfm&CONTENTID=39442

“Also, in order for CAPTE to consider your complaint to be bona fide, you **MUST** have exhausted all of your avenues for redress at the institution. You need to understand that CAPTE cannot function as an arbiter between you and the school. Should CAPTE find that your complaint has merit and that the program is out of compliance with the Evaluative Criteria or the Statements, CAPTE can only require the program to come into compliance with the Evaluative Criteria. If you wish to pursue filing a complaint against a

program, please contact the Department of Accreditation and we will provide you with the appropriate forms and information for doing so.”

<http://www.apta.org/AM/Template.cfm?Section=FAQs3&Template=/TaggedPage/TaggedPageDisplay.cfm&TPLID=48&ContentID=30999#complaint>

Note: The Accreditation Handbook can be found at the APTA website link to CAPTE:http://www.apta.org/AM/Template.cfm?Section=General_Information&TEMPLATE=/CM/ContentDisplay.cfm&CONTENTID=39442

Note: The Department of Accreditation can be contacted:

By mail at:

American Physical Therapy Association
Attention: Accreditation Department
1111 North Fairfax Street
Alexandria, VA 22314-1488

or Fax: 703/706-3387

or e-mail: accreditation@apta.org.

Statistics for retention and student outcomes (compiled May 2008)

Summary of last 3 graduating classes, i.e., DPT Class of 2008; DPT Class of 2007; MPT Class of 2005:

Total of students enrolled at start of program: 114

Total graduated: 109

Average retention 95.6%