



WESTERN UNIVERSITY OF HEALTH SCIENCES
OCCUPATIONAL THERAPY DOCTORATE
APPLICATION CHECKLIST

A) OTCAS APPLICATION WITH ALL QUESTIONS ANSWERED (REQUIRED)

- Electronically submitted on or before **March 8th deadline**
- Application must be in **COMPLETE** status (not received or verified) by **March 18, 2023**
- No applications or supporting documents will be accepted after the deadline

B) PREREQUISITE COURSEWORK

- Applicants are to designate a course on their OTCAS application for each prerequisite requirement.
- List **all** prerequisite courses you have taken, are currently taking, or plan to take to on your OTCAS application
- Prerequisite course work may be in progress at the time of application to OTCAS. Courses must be complete by the end of the spring semester or quarter of the planned matriculation year. Summer courses prior to matriculation will not be accepted.
- Courses in progress for completion of a bachelor's degree must also be completed by the end of the spring semester or quarter of the planned matriculation year. Summer courses prior to matriculation will not be accepted.

C) REPEATED COURSES

- All repeated courses must be designated as repeated on your OTCAS application (even if repeated at another institution)
- Include both prerequisite and non-prerequisite coursework. Upon verification by WesternU admissions repeated courses will be excluded from the overall and prerequisite GPAs calculated.
- Answer the question on the OTCAS regarding repeated coursework

D) RECOMMENDATION FORMS (REQUIRED)

- Part of the OTCAS application and submitted to our office along with your OTCAS application.
- Do not submit hard copies to the Admissions Office unless requested to do so.
- **Three professional letters of recommendation. Letters of recommendation from friends and family will NOT be accepted**

E) TRANSCRIPTS (REQUIRED)

- A complete set of official transcripts (in sealed, original envelopes) are to be **RECEIVED** from **all** colleges or universities attended **BY OTCAS BY THE MARCH 15 DEADLINE**.
- Applicant must have received a grade of "C" (or equivalent) or higher in all prerequisites to be considered (**A grade of "C-" is not acceptable**).
- Applicants must have earned an overall GPA greater than or equal to a 3.00 at the time of application. This GPA must be maintained through matriculation into the program
- All courses must be completed at a regionally-accredited college or university in the U.S. Exceptions will be made on a case-by-case basis.
- **Coursework completed outside the U.S. (including Canada) must be evaluated by World Education Services. The course-by-course evaluation must be received by OTCAS on or before March 15. Study abroad courses taken through a regionally accredited U.S. institution, and appear on an official transcript from that institution, do not need to be evaluated.**

A NOTE REGARDING COURSE WORK IN PROGRESS

Fall transcripts are to be sent to OTCAS during the academic update period. Final transcripts and/or final grades (including degree verification) for all course work in progress must be received **by June 1**.

Interviews are required. Prospective applicants are also encouraged to attend one of our OTD Information Sessions offered throughout the year. Please consult our web site at www.westernu.edu or contact the Admissions Office for upcoming dates.