

PHYSICAL THERAPIST ASSISTANT PROGRAM INFORMATION/APPLICATION GUIDE

Dear Physical Therapist Assistant Applicant,

Thank you for your interest in the Physical Therapist Assistant Program (PTA). This is a Two-Year program that will earn you an Associate of Applied Science Degree. The program begins Summer 2026. In order to be eligible, the following requirements must be completed by the deadline **May 15, 2026 12:00 p.m.**

SUMMER 2025 ADMISSION REQUIREMENTS CHECKLIST

☐ **1. VICTORIA COLLEGE APPLICATION:** An online application must be completed for admission to Victoria College. For more information, please visit <https://goapplytexas.org/>. It is the applicant's responsibility to validate with the Admission and Records Office that their Victoria College application has been processed by calling (361) 573-3291 or (877) 843-4369.

*Completion of VC's [admissions requirements](#) info link found here.

☐ **2. SUBMISSION OF THE PTA PROGRAM APPLICATION:** A PTA Program Application for PTA Program admission must be submitted electronically. PTA Applications are NOT retained from year to year. In order to be eligible for admission, a new application must be submitted each year. [Access the PTA Application Here](#)

☐ **3. OFFICIAL COLLEGE TRANSCRIPTS (other than Victoria College):** OFFICIAL TRANSCRIPTS must be provided directly to:
VICTORIA COLLEGE - ADMISSION & RECORDS OFFICE 2200 E. RED RIVER STREET VICTORIA, TX 77901

There are no prerequisite courses for the PTA Program. HOWEVER, selective admission into the Program is based on a point system. The student is given points based on completion of any of the general academic courses listed in the PTA Degree Plan (i.e., BIOL 2404, ENGL 1301, etc.); and the amount of points awarded is also based on the grade made in each course (i.e., an A in BIOL 2404 = 16 points out of a possible 16 points, a C in BIOL 2404 = 8 points out of a possible 16). Completion of the general education courses enhances the student's selection to the Program. To be awarded points, the course(s) MUST BE COMPLETED, with a grade given, by May 15. General education courses not completed before Program entry must be completed BEFORE entering the final semester in the PTA Program (Spring II semester). The Anatomy/Physiology course(s) must be taken within five years of application date.

☐ **4. ACADEMIC EVALUATION:** Applicants must submit official transcripts from all colleges or universities attended, except Victoria College. After transcripts are received, all applicants are required to meet with VC's Health Careers Pathway Advisor, Bailey Koebrick. The advisor will review transcripts and determine if any courses can transfer into the PTA program. This step is required even if you do not have transfer coursework. For help, contact Advising and Counseling Services at (361) 582-2400 or visit VictoriaCollege.edu/AcademicAdvising.

☐ **5. GPA:** An overall Victoria College GPA of 2.5 or higher is required.

☐ **6. TSI:** All Allied Health degree applicants are required to take the Texas Success initiative (TSI) exam. To be considered TSI complete, all students must obtain proficient scores in **Reading** and **Writing**, while the mathematics scores will determine the student's level.

☐ **7. OBSERVATION HOURS:** Applicants must complete 30 hours of observation, volunteer work, or work experience in the field of physical therapy. These hours must be a combination of at least two different settings in physical therapy (i.e., inpatient, outpatient, rehabilitation clinic, skilled nursing facility, home health, or pediatric). There must be at least 8 hours in one setting. These hours must be documented and signed by a physical therapist or physical therapist assistant or they will not be accepted. They should be emailed (preferred) or mailed to the PTA Program (see mailing information on [Observation Form](#)). *Note: These forms CANNOT be hand delivered by the applicant.*

☐ **8. RECOMMENDATION LETTERS:** Two recommendation letters are required (no personal friends or family members). One must be from a college-level instructor and the other from an employer. If no employer, then (2) College Instructor letters will be accepted (one from each instructor). Recommendation letters must be submitted directly from the person completing. Forms should be submitted to the PTA Program office via email (preferred) or USPS mail (see mailing information on [Recommendation Form](#)). *Note: These forms CANNOT be hand delivered by the applicant.*

PHYSICAL THERAPIST ASSISTANT PROGRAM INFORMATION/APPLICATION GUIDE

APPLICATION SELECTION PROCESS

Scores will be tabulated and ranked in order. Once the completed application and the supportive documentation has been received, the applicant's name will be placed on a list. A ranking of the applications based on specific criteria using a point system will occur following the **May 15th** deadline.

The top 15-17 applicants will be offered a slot in the program. An acceptance letter will be sent to the applicant's email address provided on the PTA application on or about **June 1**. Applicants are responsible for maintaining a current email address to be able to receive emails requesting confirmation of continued interest in admission into the program. The applicant must return the acceptance letter by the stipulated date to maintain the admission status.

If a candidate does not respond by the deadline date on the notification of acceptance into the program, they will be removed from the acceptance list. Also, the candidate's name will be withdrawn from the list if the applicant cannot be reached for notification of admission.

Any candidate wishing to withdraw or cancel their application or postpone admission must provide immediate written communication to the Physical Therapist Program Office.

IF A CANDIDATE IS NOT ACCEPTED for the upcoming summer session and wishes to remain in the applicant pool for the following year, the candidate must submit this request in writing to the PTA office. The candidate **MUST** also re-submit the application forms by the May 15th deadline. Observation forms and Recommendation letters **DO NOT** have to be resubmitted. The candidate's application will be ranked the following year with all other applications. A candidate that is not selected can make an appointment with the Program Director to review their application and discuss methods to improve their application score for the future.

QUALIFIED APPLICANTS WHO ARE ACCEPTED INTO THE SUMMER 2025 PROGRAM WILL BE REQUIRED TO COMPLETE ADDITIONAL PROGRAM REQUIREMENTS.

To create a *Viewpoint** account (a secure web system for submitting documentation) is required. Qualified applicants must upload proof of documents and immunization records (or proof of serological immunity). All requirements outlined in sections **A** through **J** must be completed and uploaded by the deadline specified in the acceptance packet. (See page 3 for Viewpoint instructions.)

REQUIRED IMMUNIZATIONS:

- a. **TUBERCULOSIS (TB) 2 STEP SCREENING RESULTS:** If completing a skin test, the second skin test must be 1-3 weeks from the first skin test. In lieu of a skin test, the Interferon-Gamma Release Assays (IGRAs) blood test can be accepted.
- b. **TETANUS, DIPHTHERIA AND PERTUSSIS (TDAP):** Documentation of a single Tdap dose as an adolescent or adult within the last 10 years. Renewal with a Tdap will be set for 10 years from administered dose date.
- c. **MEASLES, MUMPS AND RUBELLA (MMR):** One of the following is required: 2 vaccines OR antibody titer for all 3 components (lab report or physician verification required). If titer is negative or equivocal, applicant must receive 1 booster shot and provide a second titer.
- d. **VARICELLA (CHICKEN POX):** One of the following is required: 2 vaccines OR a positive antibody titer (lab report or physician verification of results is required). If titer is negative or equivocal, applicant must receive 1 booster shot and provide a second titer. Documented history of the Varicella illness is not sufficient proof.
- e. **HEPATITIS B SERIES:** One of the following is required: 3 vaccines (takes 6 months to complete series). A positive antibody titer (lab report or physician verification of results is required). If titer is negative or equivocal, applicant must receive 1 booster shot and provide a second titer. The fast track (TWINRIX) will NOT be accepted.
- f. **INFLUENZA VACCINATION RECORD:** (form is available for download on Viewpoint): For the current season or a Declination of Influenza Vaccination Waiver.

PHYSICAL THERAPIST ASSISTANT PROGRAM INFORMATION/APPLICATION GUIDE

REQUIRED DOCUMENTS:

- g. **TEN PANEL DRUG SCREEN TEST WITH NEGATIVE RESULTS:** (from an approved *Viewpoint** testing center).
- h. **CPR HEALTHCARE PROVIDER CERTIFICATION:** Submit a current American Heart Association Health Care Provider CPR card or American Red Cross CPR for Professional Rescuers.
- i. **PHYSICAL EXAMINATION:** (form is available for download on *Viewpoint**): This form must be completed by a healthcare provider demonstrating that the applicant's health status allows full participation in all PTA program learning activities.
- j. **CRIMINAL BACKGROUND CHECK:** A background check is required upon acceptance to the PTA Program. This is typically performed through *Viewpoint* at the expense of the applicant. Once accepted into the Program, *Viewpoint** is the platform used to monitor immunizations, background check, and drug screen. The total cost is \$90.

Any applicant with an unsatisfactory background check must complete the Criminal History Evaluation Letter which can be found on the PT Board website at https://ptot.texas.gov/wp-content/uploads/2022/09/Criminal-History-Evaluation-Letter_2022.09.pdf. The individual must obtain approval for licensure eligibility prior to starting the PTA Program. It will cost the individual with the criminal history \$50 for this review. It is recommended that anyone with an unsatisfactory background check start this process early (prior to acceptance by the PTA Program) to allow a determination of eligibility to be made in a timely manner to avoid delay in starting the Program. Note: The Program starts annually in June. If a determination is not made by this time, the student will not be able to start with that cohort and will be required to wait until the following summer, pending approval of eligibility. Students who do not have clear background checks may not be able to meet all course objectives, which will result in unsuccessful completion of the program.

VIEWPOINT ACCOUNT INSTRUCTIONS

There is a \$90 fee for this requirement.

Step 1: To create an account, visit https://www.viewpointscreening.com/victoriacollege
Step 2: Click 'Start Your Order'
Step 3: Select Allied Health Programs > Physical Therapist Assistant > Background Check + Drug Test + Health Portal
Step 4: Complete Applicant Information
Step 5: Complete Payment Information
Step 6: Log into your account

If you need assistance with your Viewpoint account, please contact Viewpoint at 1-888-974-8111. You may also Instant Chat with a Viewpoint representative on the website. <https://www.viewpointscreening.com/>select CONTACT US for information.

PHYSICAL THERAPIST ASSISTANT PROGRAM INFORMATION/APPLICATION GUIDE

Below is a **suggested** schedule to complete the A.A.S. Degree in 2 calendar years:

**General Education Courses required for AAS Degree in Physical Therapist Assistant*

Summer Session I

Course	Lecture/Lab/Ext	Credit Hours
<i>*SDEV 0301 – Strategies for Success</i>	3/0/0	0
<i>*PSYC 2301 – General Psychology</i>	3/0/0	3
<i>*BIOL 2404 – Introductory Anatomy & Physiology</i>	3/3/0	4

Summer Session II

Course	Lecture/Lab/Ext	Credit Hours
<i>*ENGL 1301 – Composition I</i>	3/0/0	3
PTHA 1321 – Pathophysiology for PTA	3/0/0	3

Fall I

Course	Lecture/Lab/Ext	Credit Hours
<i>*SPCH 1311 – Intro to Speech OR SPCH 1315 – Public Speaking OR SPCH 1318 – Interpersonal Communication OR SPCH 1321 – Business & Professional Speech</i>	3/0/0	3
<i>*ENGL 2311 – Technical Writing</i>	3/0/0	3
PTHA 1305 – Basic Patient Care Skills	3/3/0	3
PTHA 1413 – Functional Anatomy	3/3/0	4
PTHA 2201 – Essentials of Data Collection	1/4/0	2

Spring I

Course	Lecture/Lab/Ext	Credit Hours
<i>*MATH 1314 – College Algebra OR MATH 1342 – Elementary Statistical Methods</i>	3/0/0	3
PTHA 1191 – Special Topics for PTA	3/0/0	1
PTHA 1301 – Profession of Physical Therapy	3/0/0	3
PTHA 1431 – Physical Agents	2/6/0	4
PTHA 2409 – Therapeutic Exercise	2/6/0	4

Summer

Course	Lecture/Lab/Ext	Credit Hours
PTHA 1266 – Practicum I – PTA	0/0/30	2

Fall II

Course	Lecture/Lab/Ext	Credit Hours
<i>*Humanities / Visual or Performing Arts Elective</i>	3/0/0	3
<i>*PSYC 2314 – Human Growth & Development</i>	3/0/0	3
PTHA 2435 – Rehabilitation Techniques	2/4/0	4
PTHA 2531 – Management of Neurological Disorders	3/5/0	5

Spring II

Course	Lecture/Lab/Ext	Credit Hours
PTHA 2339 – Professional Issues	3/0/0	3
PTHA 2366 – Practicum II – PTA	0/0/30	3

Total Credit Hours: 66

TRANSFER CREDIT: The general education courses identified with an asterisk* (non-PTA Program technical courses) may be transferable to another community college or four-year university. Verification of transferability to another college/university is the responsibility of the student. The PTA Program technical courses (PTHA) are generally **NOT** transferable to another community college or PTA Program; they MAY be transferred to a Bridge PT Program, but this varies depending on the accepting university.

PHYSICAL THERAPIST ASSISTANT PROGRAM INFORMATION/APPLICATION GUIDE

TUITION AND FEES

All tuition and fee rates are subject to change without notice. All tuition and fees must be paid before attending class. The PTA Program adheres to the established College refund policies and procedures.

- Course tuition: For 66 credit hours approximately - \$4,140 (in-county total), \$8,349 (out-of-county total)
- Fee differential: \$4305
- Additional fees (general fees, technology fees, liability insurance): Approximately \$4,436
- Course fees: \$97
- Lab Fees: \$192
- Uniform (scrubs, polo shirts): Approximately \$100
- Books and supplies: Approximately \$800 total for the program
- Immunizations: Approximately \$225.00 (if students have not had childhood immunizations or requires boosters or titers)

FINANCIAL AID

A variety of state and federal funds are available to assist eligible students. An enrollment of at least half-time status (six or more credit hours) is recommended for students to be eligible for most programs. Please contact the Financial Aid Office at (361) 572-6414 or VictoriaCollege.edu/FinancialAid

SCHOLARSHIPS

A wide variety of scholarships is available at The Victoria College and includes those awarded and administered by The Victoria College, as well as those awarded by community and civic organizations.

Institutional scholarships are awarded for various programs of study and for academic merit. The criteria for receiving scholarships vary according to standards set by scholarship donors and by the Scholarship Committee. Most scholarships are awarded based on a combination of academic merit and financial need. Some scholarships require that an application be submitted directly to the donor. For more information about the scholarships available and the application process please contact the Victoria College Advancement Office at 361-582-2421.

Applicants are also encouraged to complete the Financial Aid application and the Victoria College Scholarship application online at VictoriaCollege.edu/FinancialAid

JOB DESCRIPTION

A person licensed by the Texas Physical Therapy Board as a physical therapist assistant who assists and is supervised by a physical therapist in the practice of physical therapy and whose activities require an understanding of physical therapy (Texas Physical Therapy Practice Act, Title 3, Subtitle H, Chapter 453.001, Occupations Code).

Physical therapist assistants (PTAs) provide physical therapy services under the direction and supervision of a physical therapist. PTAs help people of all ages who have medical problems, or other health-related conditions that limit their ability to move and perform functional activities in their daily lives. PTAs work in a variety of settings including hospitals, outpatient clinics, home health, nursing homes, schools, sports facilities, and more. PTAs must complete a 2-year associate's degree and are licensed, certified, or registered in most states. Care provided by a PTA may include teaching patients/clients exercise for mobility, strength and coordination, training for activities such as walking with crutches, canes, or walkers, massage, and the use of physical agents and electrotherapy such as ultrasound and electrical stimulation.

TECHNICAL STANDARDS QUICK REFERENCE

PTA students must be able to handle certain physical, mental, and behavior tasks to take part in class, lab, and clinical work. Victoria College does not discriminate against students with disabilities. If you need help or special support, contact Disability Services early. These tasks are a normal part of the program, and if you cannot perform one, the college will review and may provide reasonable accommodations.

A. PHYSICAL TASKS

Students should be prepared to:

- Stand for 60+ minutes (up to 4 hours) on a tiled or carpeted surface.
- Sit for 50 minutes in a chair at a table or desk.

PHYSICAL THERAPIST ASSISTANT PROGRAM INFORMATION/APPLICATION GUIDE

- Ambulate unassisted to include these functions:
 - Walk 600 feet one way on a tiled or carpeted surface?
 - Turn to either direction on a tiled or carpeted surface?
 - Walk backwards for up to 10 feet on a tiled or carpeted surface?
- Lift and carry varying weights and equipment up to 20 lbs.
- Lift equipment such as a folded walker or crutches (8 lbs) to shoulder level and carry it up to 30 feet.
- Lift a weakened or flaccid extremity of 20–30 lbs above shoulder height.
- Assist patients from a back-lying position to sitting on the edge of the bed (and vice versa), working with patients up to 250 lbs.
- Assist patients to transfer from surface to surface with varying amounts of assistance.
- Maintain standing balance in awkward positions (such as when you are handling equipment, using assistive devices, working with patients).
- Bend, stoop, or squat to reach a low object frequently.
- Twist the trunk (spine) from side to side frequently.
- Rotate the hand/wrist to turn knobs frequently.
- Reach overhead occasionally.
- Reach forward frequently.
- Reach side to side frequently.
- Maneuver equipment and patients in tight areas.
- Handle objects of various sizes (machine components, electrodes, gel bottles, assistive devices, exercise equipment, etc.).
- Manipulate small objects (dials, switches, buttons, push pins on assistive device extenders, gown ties, etc.).

B. OTHER DEMANDS OF TRAINING

Students should also be able to:

- **SEE:** read printed information, control panels, patient skin color/condition, verify patient ID, read assessment information, observe that the work area is free of obstacles.
- **HEAR:** directions from instructors, patient questions/comments, health team communication, emergency call bells, timers.
- **SPEAK:** provide feedback to instructors, give instructions to patients/families, verify ID, direct in emergencies, and make presentations in English.

Accreditation Statement

In accordance with the Commission on Accreditation in Physical Therapy Education (CAPTE), PTA programs must ensure that students possess the physical, cognitive, and behavioral abilities necessary to complete the program and practice safely in a variety of clinical environments. Technical standards are not intended to discourage individuals with disabilities from applying or participating; rather, they are designed to ensure that all students can meet the essential requirements of the program, with or without reasonable accommodation.

ATTITUDES AND CHARACTERISTICS OF THE PTA

The successful PTA is:

- interested in the physical and biological sciences; pursues opportunities for lifelong learning; and possesses a knowledge of the breadth of the profession
- flexible; reliable; versatile; timely
- exhibits manual dexterity, visual and auditory acuity and motor coordination necessary to deliver treatments in a safe and complete manner; able to withstand strenuous physical activity
- patient; emotionally stable; demonstrates sound judgment, tact and self-control even when presented with demanding patients or the presence of strong odors and open wounds
- able to work directly with a diverse population of patients of all ages, sizes, genders, cultures, and disabilities
- able to work directly under a physical therapist's direction following written and verbal orders accepting responsibility for the results of his/her actions
- a team player who works within the parameters of the PTA job description in an ethical manner and who is able to communicate with health team members, patients, and patients' families
- able to accept constructive criticism and perform self-evaluation activities which result in personal and professional growth
- able to apply his/her knowledge base to situations which arise, arriving at a reasonable conclusion which promotes patient progress and safety
- able to meet PTA technical standards

PHYSICAL THERAPIST ASSISTANT PROGRAM INFORMATION/APPLICATION GUIDE

PROGRAM GOALS AND EXPECTED OUTCOMES:

- Goal 1:** Graduates will be competent generalist physical therapist assistants who work under the supervision of a physical therapist and will perform their duties within the scope of practice of a PTA.
- 90% of graduates will pass the national physical therapist licensure exam at their first attempt.
 - 90% of students and 100% of graduates will implement a comprehensive physical therapy treatment plan developed by a physical therapist and under the supervision of a physical therapist.
 - 100% of graduates will work in a manner consistent with their state practice act and APTA's Code of Ethics and Guide for Conduct of the Physical Therapist Assistant.
- Goal 2:** Graduates will engage in lifelong learning for professional growth.
- Students/graduates will be able to assess their strengths and weaknesses to promote professional and personal growth.
 - Graduates will participate in continuing education programs to update their knowledge and skills.
- Goal 3:** Graduates will demonstrate awareness of diversity by cultivating a respectful and collaborative working environment.
- Students/graduates will be able to successfully work collaboratively within a healthcare team.
 - Students/graduates will communicate effectively verbally, non-verbally and in writing, with others for the benefit of patients, colleagues and other members of the health care team.
 - Students/graduates will demonstrate respect for others and consider others as unique and of value.
- Goal 4:** Graduates and the program will meet the human resources needs of the community.
- 90% of graduates will be employed in a variety of physical therapy settings and 50% will be employed in South Texas area.
 - The Physical Therapist Assistant Program will adjust class size based on community need and available resources.

ACCEPTANCE

In Fall of 2025, 28 students had declared majors in PTA.

GRADUATION RATES and LICENSURE RATES

The average graduation rate for the 2024 and 2025 classes was 100%. The licensure exam ultimate pass rate average was 100% for 2024-2025.

EMPLOYMENT RATES

100% of PTA graduates in 2024 and 2025 are employed. The employment outlook for PTA's is generally good in South Texas and the United States at the present time. The PTA is qualified to seek employment in any setting that offers Physical Therapy such as: hospitals, long term care facilities, rehabilitation facilities, private offices, adult day care centers, schools and homes.

PROBABLE SALARY RANGE FOR VICTORIA COUNTY

Starting Range: Staff PTA \$50,000-\$70,000/year

Program Information FAQ

- Can I complete the program in less than two years? Are these courses transferable for a PT degree?***
No, the program cannot be completed in less than two years since the technical courses are taught sequentially and require two full years for completion. The courses may be transferable to a bridge PT Program. It is recommended that you contact the bridge program that you are interested in to get more accurate information regarding this. All general education courses (not PTA courses) in the program of study are transferrable courses.
- When I receive my A. A.S. degree for the program, what does that mean?***
Graduates of accredited programs are eligible to take the board examination for licensure as a PTA.

The Victoria College is accredited by the Commission on Accreditation in Physical Therapy Education of the

PHYSICAL THERAPIST ASSISTANT PROGRAM INFORMATION/APPLICATION GUIDE

American Physical Therapy Association (3030 Potomac Ave., Suite 100, Alexandria, VA 22305; Phone: (703) 706-3245; email: accreditation@apta.org; website: <http://www.capteonline.org>). If needing to contact the program/institution directly, please call 361-572-6458 or email tammy.mikulik@victoriacollege.edu .

3. *While I am in the program, will any malpractice insurance fees be required?*

A nominal fee is assessed to the student during the initial semester that he/she is participating in the clinical practice course. The fee enrolls the student in a blanket program of professional liability insurance policy for all clinical courses.

4. *What other program-specific costs are there for me to consider?*

The student will be required to pay for a Two-step TB skin test (or its equivalent), a physical exam, and complete any required immunizations. The student will also need to purchase books, uniform, supplies and pay for any lab fees assessed. The student will be responsible for the cost of any transportation needs to and from the College, as well as to and from clinical rotation sites. There are no dormitories available at the College or clinical sites. Housing cost needs will be the responsibility of the student. The student is required to have a current Cardiopulmonary Resuscitation (CPR) card (see Page 3 for specific requirements) following acceptance into the program by the designated due date, which will be current for the entire two years in the program. Completion of the CPR course is the responsibility of the student and may carry a student fee. If the applicant is accepted to the PTA Program, a background check and drug screen will be required during the summer of acceptance.

5. *Can I complete the program online or spread it out to allow less hours each semester?*

No. The program is face-to-face for most courses and all courses must be taken in sequential order once admitted into the PTA Program.

NON-DISCRIMINATION

Victoria College does not discriminate on the basis of race, color, religion, national origin, gender, sexual orientation, pregnancy, age, disability, genetic information, marital status, amnesty, veteran's status, limited English proficiency, or any other protected characteristic. It is our policy to comply, fully, with the nondiscrimination provision of all state and federal rules and regulations.

PHYSICAL THERAPIST ASSISTANT PROGRAM INFORMATION/APPLICATION GUIDE

Contact Us:

The Physical Therapist Assistant Program is located in the Health Sciences Center (HSC), Suite 137

Tammy Mikulik, PT, DPT

Program Director Tammy.Mikulik@VictoriaCollege.edu
(361) 572-6458
Office 137-O

Marisol Artiga, PTA

Coordinator of Clinical Education Marisol.Artiga@VictoriaCollege.edu
(361) 572-6418
Office 137-W

Jennifer Hinojosa

Administrative Assistant Jennifer.Hinojosa@VictoriaCollege.edu
(361) 572-6497
Office 137-N

→ [Click Here to View Campus Map](#)

PHYSICAL THERAPIST ASSISTANT PROGRAM INFORMATION/APPLICATION GUIDE

WHAT DO I NEED TO COMPLETE AND SUBMIT BY MAY 15 FOR THE PTA PROGRAM?

1. **2026 Physical Therapist Assistant Program Application**
2. **Official college transcripts** (from institutions other than Victoria College) submitted to the VC Admissions Office
 - **Students must also meet with PTA advisor Bailey Koebrick** to review transcripts and determine which previously completed courses are transferable to the PTA program
3. **Two recommendation letters** – one from an employer and one from a college instructor
4. **Completion of 30 observation hours**

RECOMMENDATION LETTERS:

- Two recommendation letters are required: one from a college instructor and one from an employer. (Letters from personal friends or family members will not be accepted.) If you do not have an employer, two letters from different college instructors will be accepted.

OBSERVATION HOURS:

- You must complete observation hours with a licensed physical therapist or physical therapist assistant in two different types of physical therapy settings (such as inpatient, outpatient, skilled nursing facility, pediatric, or home health). The hours can be split in any way, but at least 8 hours must be completed in one of the settings
- You should have a minimum of two forms completed. Each form **MUST** be signed by the supervising physical therapist or physical therapist assistant.
- Please make sure you conduct yourself in a courteous and respectful manner. The physical therapist will be assessing your conduct during the observation time.
- You should **NOT** be required to do any type of physical therapy intervention during the observation. You will not be assessed concerning any knowledge or skills used in physical therapy. You will only be assessed on the items identified on the Observation Hours Assessment Form.
- The PT or PTA who will be assessing you is not required to share the results with you. They cannot be related to you.

The completed Recommendation and Observation Forms are one part of the point system used to review and rank your application.

HOW DO I SUBMIT MY RECOMMENDATION LETTERS AND OBSERVATION FORMS?

Applicants **should not** submit these documents themselves.
The forms must be sent directly to our office by the person completing them.

Forms can be sent **by email (preferred)** to:

PTAprogram@VictoriaCollege.edu

OR

Mailed to:

Victoria College PTA Program

2200 E. Red River Street

Victoria, TX 77901

(The student must provide a self-addressed, stamped envelope)