

HUNTINGTON UNIVERSITY

DOCTOR OF OCCUPATIONAL THERAPY ACADEMIC CATALOG PEORIA, ARIZONA EDITION 2021 - 2022



GENERAL ANNOUNCEMENT OF COURSES 2021 - 2022

VOLUME CVI•2021

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Table of Contents

Doctor of Occupational Therapy Academic Calendar	2
Occupational Therapy Faculty and Adjunct Faculty	7
Program Description	7
Accreditation	8
Admissions Policies	
Admission Requirements	8
Admission Requirements for Huntington University Graduates with a Bachelor’s Degree.....	9
Technology Requirement.....	9
Advanced Placement and Experiential Learning	10
Transfer Students	10
Degree Information	
Period of Study	10
Progression in the OTD Program.....	10
Retention.....	10
Graduation Requirements	10
Academic Policies	
Academic Calendar.....	10
Cancelling Classes	11
Classification of Students.....	11
Suspension	11
Probation and Dismissal.....	11
University Readmission Policy	11
University Repeating a Course Policy	11
University Appeal Policy	12
Registration and Attendance	
Registration and Advising.....	13
Class Attendance	13
Adding, Dropping and Withdrawing from a Course.....	14
Withdrawal from Graduate Programs	14
Financial Information and Assistance	
Tuition for OTD Program (111 Credit Hours).....	14
Financial Aid	14
Refund Policy	15
Completion Plan and Courses	
OTD Completion Plan – Spring Cohort.....	15
Courses in Occupational Therapy	17

Doctor of Occupational Therapy Academic Calendar

2021-2022

Fall 2021

Final Payment Due	Tue, Aug 10
Fall Cohort Orientation	Fri, Aug 27
Labor Day (Offices Closed - No Classes)	Mon, Sep 6
Homecoming	Fri-Sat, Oct 1-2
Thanksgiving Break	Mon-Fri, Nov 22-26
Final Grades Due at 9:00 am	Tue, Dec 21

	Fall Full Session	Fall Session I	Fall Session II
Final Day to Add Classes	Mon, Aug 16	Mon, Aug 16	Mon, Oct 11
Classes Begin	Mon, Aug 30	Mon, Aug 30	Mon, Oct 25
Final Day to Drop Classes	Fri, Sep 3	Tue, Aug 31	Tue, Oct 26
Final Day for W Withdrawal from Class	Fri, Nov 12	Fri, Oct 8	Fri, Dec 3
Final Day of Classes	Fri, Dec 17	Fri, Oct 22	Fri, Dec 17

Spring 2022

Final Payment Due	Mon, Jan 10
Spring Cohort Orientation	Fri, Jan 21
Spring Break	Mon-Fri, Mar 14-18
Good Friday Break (Offices Closed - No Classes)	Fri, Apr 15
Easter Monday (No Classes)	Mon, Apr 18
Final Grades for Graduating Students Due at 9:00 am	Fri, May 13
Graduation	Sat, May 14
Final Grades for Non-Graduates Due at 9:00 am	Tue, May 17

	Spring Full Session	Spring Session I	Spring Session II	Spring Session III	Spring Session IV
Final Day to Add Classes	Mon, Dec 20	Mon, Dec 20	Mon, Jan 10	Mon, Jan 10	Mon, Mar 7
Classes Begin	Mon, Jan 3	Mon, Jan 3	Mon, Jan 24	Mon, Jan 24	Mon, Mar 21
Final Day to Drop Classes	Fri, Jan 7	Tue, Jan 4	Fri, Jan 28	Tue, Jan 25	Fri, Mar 4
Final Day for W Withdrawal from Class	Fri, Mar 18	Fri, Jan 28	Fri, Apr 8	Fri, Mar 4	Fri, Apr 29
Final Day of Classes	Fri, May 13	Fri, Feb 11	Fri, May 13	Fri, Mar 18	Fri, May 13

Summer 2022

Memorial Day Break (Offices Closed - No Classes)	Mon, May 30
Fourth of July Break (Offices Closed - No Classes)	Mon, Jul 4

	Summer Full Session	May Session	Summer Session I	Summer Session II
Final Day to Add Classes	Mon, May 2	Mon, May 2	Mon, May 16	Mon, Jun 27
Classes Begin	Mon, May 16	Mon, May 16	Mon, May 30	Mon, Jul 11
Final Day to Drop Classes	Thu, May 19	Mon, May 16	Tue, May 31	Tue, Jul 12
Final Day for W Withdrawal from Class	Wed, Jul 13	Wed, May 25	Tue, Jun 21	Tue, Aug 2
Final Day of Classes	Fri, Aug 19	Fri, May 27	Fri, Jul 1	Fri, Aug 12

2022-2023

Fall 2022

Final Payment Due	Wed, Aug 10
Fall Cohort Orientation	Fri, Aug 26
Labor Day (Offices Closed - No Classes)	Mon, Sep 5
Homecoming	Fri-Sat, Oct 7-8
Thanksgiving Break	Mon-Fri, Nov 21-25
Final Grades Due at 9:00 am	Tue, Dec 20

	Fall Full Session	Fall Session I	Fall Session II
Final Day to Add Classes	Mon, Aug 15	Mon, Aug 15	Mon, Oct 10
Classes Begin	Mon, Aug 29	Mon, Aug 29	Mon, Oct 24
Final Day to Drop Classes	Fri, Sep 2	Tue, Aug 30	Tue, Oct 25
Final Day for W Withdrawal from Class	Fri, Nov 11	Fri, Oct 7	Fri, Dec 2
Final Day of Classes	Fri, Dec 16	Fri, Oct 21	Fri, Dec 16

Spring 2023

Final Payment Due	Tue, Jan 10
Spring Cohort Orientation	Fri, Jan 20
Spring Break	Mon-Fri, Mar 13-17
Good Friday Break (Offices Closed - No Classes)	Fri, Apr 7
Easter Monday (No Classes)	Mon, Apr 10
Final Grades for Graduating Students Due at 9:00 am	Fri, May 12
Graduation	Sat, May 13
Final Grades for Non-Graduates Due at 9:00 am	Tue, May 16

	Spring Full Session	Spring Session I	Spring Session II	Spring Session III	Spring Session IV
Final Day to Add Classes	Mon, Dec 19	Mon, Dec 19	Mon, Jan 9	Mon, Jan 9	Mon, Mar 6
Classes Begin	Mon, Jan 2	Mon, Jan 2	Mon, Jan 23	Mon, Jan 23	Mon, Mar 20
Final Day to Drop Classes	Fri, Jan 27	Tue, Jan 3	Fri, Jan 27	Tue, Jan 24	Tue, Mar 21
Final Day for W Withdrawal from Class	Thu, Apr 6	Fri, Jan 27	Fri, Apr 7	Fri, Mar 3	Fri, Apr 28
Final Day of Classes	Fri, May 12	Fri, Feb 10	Fri, May 12	Fri, Mar 17	Fri, May 12

Summer 2023

Memorial Day Break (Offices Closed - No Classes)	Mon, May 29
Fourth of July Break (Offices Closed - No Classes)	Tue, Jul 4

	Summer Full Session	May Session	Summer Session I	Summer Session II
Final Day to Add Classes	Mon, May 1	Mon, May 1	Mon, May 15	Mon, Jun 26
Classes Begin	Mon, May 15	Mon, May 15	Mon, May 29	Mon, Jul 10
Final Day to Drop Classes	Thu, May 18	Mon, May 15	Tue, May 30	Tue, Jul 11
Final Day for W Withdrawal from Class	Wed, Jul 12	Wed, May 24	Tue, Jun 20	Tue, Aug 1
Final Day of Classes	Fri, Aug 18	Fri, May 26	Fri, Jun 30	Fri, Aug 11

2023-2024

Fall 2023

Final Payment Due	Thu, Aug 10
Fall Cohort Orientation	Fri, Aug 25
Labor Day (Offices Closed - No Classes)	Mon, Sep 4
Homecoming	Fri-Sat, Oct 6-7
Thanksgiving Break	Mon-Fri, Nov 20-24
Final Grades Due at 9:00 am	Tue, Dec 19

	Fall Full Session	Fall Session I	Fall Session II
Final Day to Add Classes	Mon, Aug 14	Mon, Aug 14	Mon, Oct 9
Classes Begin	Mon, Aug 28	Mon, Aug 28	Mon, Oct 23
Final Day to Drop Classes	Fri, Sep 1	Tue, Aug 29	Tue, Oct 24
Final Day for W Withdrawal from Class	Fri, Nov 10	Fri, Oct 6	Fri, Dec 1
Final Day of Classes	Fri, Dec 15	Fri, Oct 20	Fri, Dec 15

Spring 2024

Final Payment Due	Wed, Jan 10
Spring Cohort Orientation	Fri, Jan 26
Spring Break	Mon-Fri, Mar 25-29
Easter Monday (No Classes)	Mon, Apr 1
Final Grades for Graduating Students Due at 9:00 am	Fri, May 17
Graduation	Sat, May 18
Final Grades for Non-Graduates Due at 9:00 am	Tue, May 21

	Spring Full Session	Spring Session I	Spring Session II	Spring Session III	Spring Session IV
Final Day to Add Classes	Mon, Dec 25	Mon, Dec 25	Mon, Jan 15	Mon, Jan 15	Mon, Mar 11
Classes Begin	Mon, Jan 8	Mon, Jan 8	Mon, Jan 29	Mon, Jan 29	Mon, Mar 25
Final Day to Drop Classes	Fri, Feb 2	Tue, Jan 9	Fri, Feb 2	Tue, Jan 30	Tue, Mar 26
Final Day for W Withdrawal from Class	Fri, Apr 12	Fri, Feb 2	Fri, Apr 12	Fri, Mar 8	Fri, May 3
Final Day of Classes	Fri, May 17	Fri, Feb 16	Fri, May 17	Fri, Mar 22	Fri, May 17

Summer 2024

Memorial Day Break (Offices Closed - No Classes)	Mon, May 27
Fourth of July Break (Offices Closed - No Classes)	Thu, Jul 4

	Summer Full Session	May Session	Summer Session I	Summer Session II
Final Day to Add Classes	Mon, May 6	Mon, May 6	Mon, May 20	Mon, Jul 1
Classes Begin	Mon, May 20	Mon, May 20	Mon, Jun 3	Mon, Jul 15
Final Day to Drop Classes	Thu, May 23	Mon, May 20	Tue, Jun 4	Tue, Jul 16
Final Day for W Withdrawal from Class	Wed, Jun 19	Wed, May 29	Tue, Jun 25	Tue, Aug 6
Final Day of Classes	Fri, Aug 23	Fri, May 31	Fri, Jul 5	Fri, Aug 16

2024-2025

Fall 2024

Final Payment Due	Thu, Aug 10
Fall Cohort Orientation	Fri, Aug 23
Labor Day (Offices Closed - No Classes)	Mon, Sep 2
Homecoming	Thu-Fri, Oct 4-5
Thanksgiving Break	Mon-Fri, Nov 25-29
Final Grades Due at 9:00 am	Tue, Dec 17

	Fall Full Session	Fall Session I	Fall Session II
Final Day to Add Classes	Mon, Aug 12	Mon, Aug 12	Mon, Oct 7
Classes Begin	Mon, Aug 26	Mon, Aug 26	Mon, Oct 21
Final Day to Drop Classes	Fri, Aug 30	Tue, Aug 27	Tue, Oct 22
Final Day for W Withdrawal from Class	Fri, Nov 8	Fri, Oct 4	Fri, Nov 29
Final Day of Classes	Fri, Dec 13	Fri, Oct 18	Fri, Dec 13

Spring 2025

Final Payment Due	Fri, Jan 10
Spring Cohort Orientation	Fri, Jan 24
Spring Break	Mon-Fri, Mar 17-21
Good Friday Break (Offices Closed - No Classes)	Fri, Apr 18
Easter Monday (No Classes)	Mon, Apr 21
Final Grades for Graduating Students Due at 9:00 am	Fri, May 16
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	Spring Full Session	Spring Session I	Spring Session II	Spring Session III	Spring Session IV
Final Day to Add Classes	Mon, Dec 23	Mon, Dec 23	Mon, Jan 13	Mon, Jan 13	Mon, Mar 10
Classes Begin	Mon, Jan 6	Mon, Jan 6	Mon, Jan 27	Mon, Jan 27	Mon, Mar 24
Final Day to Drop Classes	Fri, Jan 10	Tue, Jan 7	Fri, Jan 31	Tue, Jan 28	Tue, Mar 25
Final Day for W Withdrawal from Class	Fri, Mar 21	Fri, Jan 31	Fri, Apr 11	Fri, Mar 7	Fri, May 2
Final Day of Classes	Fri, May 16	Fri, Feb 14	Fri, May 16	Fri, Mar 21	Fri, May 16

Summer 2025

Memorial Day Break (Offices Closed - No Classes)	Mon, May 26
Fourth of July Break (Offices Closed - No Classes)	Fri, Jul 4

	Summer Full Session	May Session	Summer Session I	Summer Session II
Final Day to Add Classes	Mon, May 5	Mon, May 5	Mon, May 19	Mon, Jun 30
Classes Begin	Mon, May 19	Mon, May 19	Mon, Jun 2	Mon, Jul 14
Final Day to Drop Classes	Thu, May 22	Mon, May 19	Tue, Jun 3	Tue, Jul 15
Final Day for W Withdrawal from Class	Wed, Jul 16	Wed, May 28	Tue, Jun 24	Tue, Aug 5
Final Day of Classes	Fri, Aug 22	Fri, May 30	Fri, Jul 4	Fri, Aug 15

Occupational Therapy Faculty and Adjunct Faculty 2021-2022

Full-Time Faculty

Evelyn Andersson, PhD, OTR/L

Director of OTD Program - Arizona, Professor of Occupational Therapy

Heidi A. Carpenter, OTD, OTR/L

Academic Fieldwork Coordinator, Assistant Professor of Occupational Therapy

Chelsey Edwards, OTD, OTR/L, CLT

Capstone Coordinator, Assistant Professor of Occupational Therapy

Jennifer Muriithi, OTD, OTR/L

Assistant Professor of Occupational Therapy

Emily J. Reilly, DHSc, OTR/L, ECHM, CLIPP

Assistant Professor of Occupational Therapy

Adjunct Faculty

Stephen C. Carnazzo, MDiv, OTR/L

Cameron Judge, MS, OTR/L, CHT

Scott Richardson, PhD, PT

Patricia Steffen Sanchez, MS, OTR/L, BCP

Tara Wertsching-Wigal, OTD, OTR/L

Program Description

The entry level doctoral degree in Occupational Therapy (OTD), offered at the Huntington University – Arizona site in Peoria, Arizona, provides students with the highest level of preparation for the field of occupational therapy. A doctorate in occupational therapy takes students beyond the generalist preparation of a master's degree, providing additional exposure to specialty areas, research and experiential components for areas of specialization. The Huntington University Arizona OTD program builds upon the fully accredited program situated in Fort Wayne, Indiana, which is one of the first fully accredited, entry-level doctoral programs in the country. Program candidates may apply for admission after completing a bachelor's degree. Our goal is to provide a Christian learning environment where servant leadership is part of serving the health and wellness needs of others.

Coursework is completed over a three-year time span with in-depth learning in designated classrooms and laboratory space. The campus is embedded in a community health and wellness setting, giving close proximity for fieldwork and the experiential component (capstone). Students gain mastery skills in professional writing, assessment and intervention strategies, research, program development, management and leadership, professional behaviors and technology through guided learning experiences over the eight-term curriculum.

Accreditation

Huntington University's entry-level occupational therapy doctoral degree program in Arizona is in the accreditation process. Candidacy status was granted August 2020 by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA). The program must have a pre-accreditation review, complete an on-site evaluation, and be granted accreditation status before graduates will be eligible to sit for the national certification examination for the occupational therapist administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be an Occupational Therapist, Registered (OTR). In addition, all states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. Note that a felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.

Additional information related to current candidacy and accreditation status can be obtained from:

Accreditation Council for Occupational Therapy Education (ACOTE)
of the American Occupational Therapy Association (AOTA)
6116 Executive Boulevard, Suite 200, North Bethesda, MD 20852-4929
Phone: 301-652-6611 Department extensions Accreditation - x2042
TDD: 1-800-377-8555
Fax: 301-652-7711
Website: www.acoteonline.org

Admissions Policies

Admission Requirements

To be considered for admission to the OTD Program, students must supply the following information. When this information is received, the Admissions Committee will act on the application.

- A non-refundable \$50.00 application fee is required that accompanies the application.
- OTD Candidates must hold an earned **baccalaureate degree from a regionally accredited college or university or be in the senior year of undergraduate study**. A completed bachelor's degree is required prior to enrollment, as evidenced by a final official college/university transcript. A minimum grade point average (GPA) of 3.0 on a 4.0 scale is required. (*Huntington University may, on a case-by-case basis, admit students to the ODT program who have not completed the final requirements for their bachelor's degree.*)
- OTD Candidates must **achieve a grade of B- (2.7 out of 4) or better in all prerequisite courses**, which must have been completed within ten years prior to application. Courses in progress need to be outlined in writing for plan of completion. Official transcripts showing completion of prerequisites with a grade of **B-** or better will be required prior to program matriculation. Completion of Prerequisite Plan form is available on the Huntington University OTD Supplemental Application Form. (*For courses completed during the Spring Semester, 2020, Huntington University will permit courses in which students earned a satisfactory (S), pass (P), or other designation of satisfactory performance to fulfill prerequisite requirements.*)
- OTD Candidates must **complete a writing sample listed on the Huntington University OTD Supplemental Application Form**. A scoring rubric detailing what our admissions committee will be looking for is included.

- OTD Candidates must **complete a minimum of 50 hours of observational, volunteer and/or work experience in occupational therapy**. These hours do not have to be completed prior to application, but must be completed before the start of classes. (*Candidates may contact the Admissions officer to discuss alternative means to achieve observation hours if needed.*)
- OTD candidates need to **submit three letters of recommendation via OTCAS**. At least one of the three recommendations required for application must be from a healthcare provider, preferably a licensed occupational therapist.
- **Submit the OTCAS application at <https://portal.otcas.org> and the Huntington University Supplemental Application Form.**
- **Students will be required to pass a background and substance abuse checks at time of admission to the program in order to be eligible for fieldwork, experiential component and to take the National Board for Certification of Occupational Therapists (NBCOT) exam. Eligibility requirements for the national exam for becoming an occupational therapist can be retrieved at www.nbcot.org.** NBCOT, One Bank Street, Suite 300, Gaithersburg, MD 20878; Phone: (301) 990-7979; E-mail: info@nbcot.org; Fax: (301)869-8492
- Graduates of the program will be eligible to sit for the National Certification Examination for the Occupational Therapist, administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the graduate will be an occupational therapist, registered (OTR). In addition, all states require licensure to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. A felony conviction may affect a graduate's ability to sit for the NBCOT certification examination or attain state licensure.

Prerequisites (Your undergraduate degree should include):

- | | |
|--|----------------------|
| • Anatomy and Physiology I with lab | 4 semester credits |
| • Anatomy and Physiology II with lab | 4 semester credits |
| • Biology with lab/Chemistry with lab/Physics with lab | 3-4 semester credits |
| • Introduction to Psychology | 3 semester credits |
| • Abnormal Psychology | 3 semester credits |
| • Social Science | 3 semester credits |
| • Statistics or Research | 3 semester credits |
| • Medical Terminology | 1-3 semester credits |

Admission Requirements for Huntington University Graduates with a Bachelor's Degree

Applicants who have earned a bachelor's degree from Huntington University within the past 10 years with a GPA of 3.5 or higher are eligible for automatic admission into the Doctor of Occupational Therapy Program (Spring Cohorts) provided they meet all other admission prerequisites. Additional review will be required for Huntington University graduates who earned their bachelor's degrees 10 years or more prior to applying to the program.

Technology Requirement

Successful participation and completion of the doctoral program in occupational therapy will require students to be competent in using computer and internet technology. Specifics about required technology can be found at <https://www.huntington.edu/information-and-technology-services/computer-recommendations>.

Advanced Placement and Experiential Learning

Advanced Placement (AP) and experiential learning are not options in the Huntington University OTD program to align with the OTD curricular completion of all accreditation standards as outlined in the ACOTE Standards.

Transfer Students

Graduate credits earned at other regionally accredited institutions may be transferrable to Huntington University's Graduate Programs. Only graduate courses with a grade of **B-** (2.67) or above are transferable. Generally, such credits must be no older than 10 years and must represent courses that can reasonably substitute for courses in the Huntington University Graduate Programs. Individual program directors determine the suitability of such courses for transfer credit and may deny transfer credit. Students will be asked to provide relevant materials for their transfer courses.

Students in the Occupational Therapy Program may transfer in a maximum of 12 credit hours. Although credits may transfer, no transfer grades are recorded nor counted in the cumulative grade point average.

Degree Information

Period of Study

Students being accepted to the Huntington University OTD program must have a minimum of three FTE academic years in undergraduate work. The addition of the three FTE year in the Huntington University OTD program is required to meet the minimum of six FTE academic years for ACOTE compliance.

Progression in the OTD Program

Coursework is developmental in nature and requires coursework to be sequential as listed in the OTD Completion Plan. Completion of fieldwork and experiential component (capstone) must be completed within 24 months or 2 years from didactic coursework. Timeline from matriculation to graduation should not exceed six years.

Retention

Students compliant with grade requirements and OTD program policies and procedures as documented in the student manual will advance toward graduation through satisfaction of each semester requirements.

Graduation Requirements

The OTD requires the completion of 111 credit hours in a sequenced three-year sequence. For the first two years, the course loads range between 40-47 hours. The final year involves 24 hours total for fieldwork and capstone requirements and a three-hour online course.

Academic Policies

Academic Calendar

The OTD Program offers courses in a three-term format. Courses are taught during spring (January through early May), summer (late May through August), and fall (late August through early December).

Cancelling Classes

The Graduate School reserve the right to cancel classes with an enrollment of less than five students and to close classes at a maximum announced enrollment.

Classification of Students

Full-time graduate students are those enrolled for at least six hours in a given semester, and half-time graduate students are those enrolled for at least three hours.

Suspension

Students are expected to meet the academic standard and professional behavior expectations of the OTD program. Temporary suspension due to academic performance and/or professional behavior issues is not an option in the OTD program. Students may be dismissed from the program (see Probation and Dismissal Policy) or withdraw from class for financial, personal, and medical reasons but will be required to be readmitted based on interview and meeting documented timeline for readmission.

Probation and Dismissal

Students must achieve a 3.0 GPA to graduate from the OTD program. Students who earn more than nine semester hours with a grade of C+, C, or C- will be dismissed from the program.

Failure in coursework, fieldwork or capstone:

Students who earn a course grade below C- will be automatically dismissed from the OTD Program. Students may appeal a grade by following the Graduate and Online Programs Catalog's policy for grade appeals. Students will have to reapply for admission following remediation of a grade with a signed learning contract. Failure of a fieldwork or experiential component (capstone) will be addressed in the same manner as stated above. Upon acceptance of the University appeal process, remediation of a grade failure in a course(s), lab, fieldwork, and/ or capstone will be specified in the learning agreement based on the amount of missed or incomplete work and time required to meet the course(s) standard.

A student may be placed on probationary contract due to unprofessional conduct, ethical violations, and other concerns. In such cases, the program director, with the input of program faculty, will develop the contract to address the relevant concerns. Failure to comply with the stipulations of the contract within the specified time period may result in dismissal from the program.

University Readmission Policy

Students who interrupt their enrollment for one or more semesters must apply for readmission. Students in continuous enrollment covering a number of years may graduate under the Catalog requirements which were in place at the time of the initial registration, provided the enrollment period does not extend beyond seven years. Students who interrupt their enrollment will graduate according to the Catalog under which the student returns.

University Repeating a Course Policy

Students may repeat courses in which they have received an unsatisfactory grade of D, F or U. With the permission of the academic dean, they may also repeat courses in which they have received a grade of C or above.

The student registers for the course as a Repeat course and is charged tuition as with any other course. Should the student be unable to schedule a required course to be repeated before graduation, it may be necessary to arrange to take the course by tutorial instruction which will incur an additional charge.

Although both grade entries become part of the permanent record, only the Repeat course counts as credit toward graduation and is used in computing the cumulative grade point average.

University Appeal Policy

Grievance Procedure for Academic Matters

In any university, disagreements will sometimes arise about grading and other academic matters. Huntington University wishes to resolve these matters in a respectful manner consistent with biblical principles.

In nearly all circumstances, the student should first seek to resolve the disagreement directly with the faculty member. If all possible means to resolve it directly with the faculty member have been exhausted, the student may resolve the disagreement using the following process. All complaints will be kept confidential to the extent permitted by law. No adverse action will be taken against the student filing the complaint.

1. Grievance procedure for grades

- a. Students who wish to appeal the final grade for a course on the grounds that it was assigned arbitrarily or capriciously must first seek conciliation directly with the professor. If a satisfactory agreement cannot be reached through informal discussion, the student may seek to resolve the dispute through the following process.
- b. A written appeal to the director of the program must be made **within two weeks of the formal posting of semester grades by the registrar**. The director may grant exceptions to accept appeals after this length of time in the case of compelling extenuating circumstances.
- c. The student must provide the following information in support of the appeal. Appeals will not be processed until all materials have been provided to the director of the program. The burden is on the student to show that the grade is arbitrary and capricious in light of the evidence.
 1. A written explanation of the basis for challenging the grade
 2. Copies of all relevant graded assignments and examinations
 3. A copy of the course syllabus as distributed to the class
- d. The director may ask the professor to provide similar documentation when necessary.
- e. The director will examine the evidence provided to determine whether the grade was arbitrarily or capriciously assigned.
 1. If the determination is that the grade was not arbitrarily or capricious, the director will sustain the professional judgment of the faculty member and the grade will stand. The director will communicate this decision to the faculty member, division chair, and the student.
 2. In the event that the grade assignment is determined to have been arbitrary or capricious, the director will recommend that the faculty member change the grade. The new grade will be determined by the faculty member and the director.
- f. Any appeal of the decision will be referred to a panel consisting of three members of the Graduate and Online Programs Committee. The panel's decision is final and not subject to further appeal.

2. Grievances about Other Academic Concerns

- a. Students who have concerns about other academic matters involving a faculty member should, in most cases, first seek conciliation with the faculty member.
- b. If student and faculty member cannot reach agreement or if the nature of the appeal is such that the student does not feel free to take the matter directly to the faculty member, the student should approach either the director of the program or the director of graduate and online programs. In order for the University to evaluate and respond to the concern, the student must submit a brief written statement that describes the concern. Supporting materials and documentation, if any, should be included with the written statement.
- c. The program director and the director of graduate and online programs will coordinate efforts to address and to decide the resolution of the student's concern.
- d. Either the student or faculty member may appeal this decision by presenting his or her case to the Graduate and Online Programs Committee. The decision of the Committee is final and not subject to further appeal.

When the faculty member involved is the program director, all appeals should be taken to the director of graduate and online programs who will present the appeal to the Graduate and Online Programs Committee for resolution. The decision of the Committee is final and not subject to further appeal.

**For students residing in and taking classes in Arizona: If the complaint cannot be resolved after exhausting the institution's grievance procedure, the student may file a complaint with the Arizona State Board for Private Postsecondary Education. The student must contact the State Board for further details. The State Board address is 1740 West Adams Street #3008, Phoenix, AZ 85007, phone # 602-542-5709, website address: www.azppse.gov.*

Registration and Attendance

Registration and Advising

Registration for graduate students is open until two weeks prior to the first meeting day for a class. Graduate students in the OTD Program are automatically registered with their cohort.

Although faculty and staff advisors attempt to provide the best available information, the students are ultimately responsible for course selection and construction of their program. It is the students' responsibility to see that program requirements are met and that the courses for the intended area of concentration are taken in proper sequence.

Class Attendance

Students are expected to attend all class sessions. Students should not absent themselves from class without clearance from their respective professors. Work missed by late entrance or absence must be completed to the satisfaction of the instructor. Instructors may decide to reduce a student's grade for repeated absences. Per the OTD student manual policy, a student missing 20% or more of class time may result in automatic failure of the course.

Adding, Dropping and Withdrawing from a Course

Adding a Course

Students may add a course to their schedule in consultation with their academic advisor. A course cannot be added less than two weeks before the start date of the semester/session.

Dropping a Course

Students may drop a course through the fifth day of the fall or spring semester or the fourth class day of the summer semester (prorated for courses that do not meet the entire semester).

Withdrawing from a Course

Students may withdraw from a course (with a grade of W) through the tenth week of the fall or spring semester or the ninth week of the summer semester (prorated for courses that do not meet the entire semester).

Withdrawal from Graduate Programs

To withdraw from the Graduate Programs, students must notify the OTD program director. Students who do not officially withdraw from the program are given grades of F. **Students receiving financial aid must contact the Financial Aid Office regarding the implications on financial responsibilities.**

Financial Information and Assistance

Tuition for OTD Program (111 Credit Hours)

2021-2022		Typical Student Charges Tuition per hour - \$946* (111 Total Hours)		
Year	Credit Hours	Tuition	Fees	Total Cost
Year 1	48 hours	\$41,142	\$624	\$41,766
Year 2	45 hours	\$41,142	\$624	\$41,766
Year 3	18 hours	\$22,700	\$260	\$22,960
TOTALS	111 hours	\$104,984	\$1,508	\$106,492

**Tuition charges distributed by term not by hours. The costs listed above do not include textbooks.*

Tuition and fees are subject to change in subsequent semesters or if a student withdraws and wishes to re-enroll at a later date. Billing statements will be provided prior to each term outlining payment due dates.

Financial Aid

Financial aid is available mainly in the form of Unsubsidized Federal Direct Loans and Federal Graduate PLUS loans. Other options may include employer reimbursement, veterans' benefits or private loans.

Refund Policy

Students who officially withdraw or who reduce their course credit load may be entitled to a refund of tuition according to the following schedule. Prior to the beginning of classes, full tuition is refunded. For withdrawals after the official beginning of classes, the date used to compute any refund is the official date of withdrawal. Any financial assistance to students is prorated. Students who have been dismissed may not appeal for refund of tuition.

<u>Semester</u>	<u>Summer</u>	<u>Tuition Refund</u>
First Week	First Class Day	90%
Second Week	Second Class Day	80%
Third Week	Third Class Day	60%
Fourth Week	Fourth Class Day	40%
Fifth Week	Fifth Class Day	20%

After these time frames no refund will be granted.

**Students who are considering a reduction of their status from full-time to part-time or who are planning to withdraw during the semester should discuss those plans with the Office of Financial Aid, since most financial assistance is based on the number of hours enrolled and may be reduced in accordance with the number of hours maintained.*

***Regardless of participation, no technology fees will be refunded after the start of a class.*

Students who have been dismissed may not appeal for refund of tuition. Students who are called to active military duty and withdraw from classes at any point in the term will receive a refund of 100% of tuition and fees.

Completion Plan and Courses

OTD Completion Plan - Spring Cohort

The three-year program (111 credit hours) completion plan for students starting in the spring semester is as follows:

Spring Year 1	19 s.h.	
OTD 700	3	Professional Development in Occupational Therapy
OTD 701	4	Occupational Participation and Engagement
OTD 701L	0	Laboratory for OTD 701
OTD 702	2	Research I: Critical Inquiry and Evidence Based Practice
OTD 703	5	Applied Kinesiology and Anatomy
OTD 703L	0	Laboratory for OTD 703
OTD 704	2	Professional Ethics and Advocacy in Health and Wellness
OTD 705	3	Pathophysiological Influence on Occupation
Summer Year 1	10 s.h.	
OTD 706	2	Global Outreach and Missions
OTD 712	3	Research II: Quantitative Methods
OTD 720	3	Occupational Therapy in Leadership and Management
OTD 721	2	Lifespan Development

Fall Year 1	19 s.h.	
OTD 710	3	Psychosocial Implications for Occupational Therapy
OTD 711	5	Occupational Performance I: Adult
OTD 711L	0	Laboratory for OTD 711
OTD 713	4	Neuroscience
OTD 713L	0	Laboratory for OTD 713
OTD 714	2	Fieldwork I and Seminar: Psychosocial
OTD 715	2	Diagnostics
OTD 722	3	Research III: Qualitative Research Methods
Spring Year 2	23 s.h.	
OTD 730	5	Technology in Occupational Therapy
OTD 730L	0	Laboratory for OTD 730
OTD 731	5	Occupational Performance II: Youth and Children
OTD 732	2	Research IV: Design
OTD 733	3	Capstone Development Seminar
OTD 734	2	Fieldwork I and Seminar: Youth and Children
OTD 735	2	Occupational Therapy in Education
OTD 740	3	Professional Practice Areas
OTD 746	1	Pharmacology
Summer Year 2	16 s.h.	
OTD 741	5	Occupational Performance III: Older Adult
OTD 742	3	Research V: Data Collection and Analysis
OTD 743	3	Capstone Project Design
OTD 744	2	Fieldwork I and Seminar: Adult and Older Adults
OTD 745	3	Professional Competency
Fall Year 2	9 s.h.	
OTD 750	6	Fieldwork II
OTD 760A	3	Fieldwork II
Spring Year 3	8 s.h.	
OTD 760B	3	Fieldwork II
OTD 770A	5	Capstone: Experiential Component
Summer Year 3	7 s.h.	
OTD 770B	4	Capstone: Experiential Component
OTD 771	3	Executive Function

Courses in Occupational Therapy

OTD 700 Professional Development in Occupational Therapy

(3 credits)

The history, philosophical base, and sociopolitical climate of the occupational therapy profession are examined with meeting the dynamic nature of contemporary health and human services delivery systems for persons, groups, and populations. Role of the entry-level doctor of occupational therapy as a direct care provider, consultant, educator, manager, leader, researcher, advocate for the profession, and consumer are examined. Intraprofessional and interprofessional collaboration for ethical and legal responsibilities are analyzed.

Prerequisite: Acceptance into the Doctorate of Occupational Therapy Program

OTD 701 Occupational Participation and Engagement

(4 credits)

Application of the Occupational Therapy Practice Framework is introduced. Theoretical approaches to occupational therapy treatment are defined. Activity analysis and graded activity are developed in lab experiences. Students explore approaches for working with persons, groups, and populations that align with the International Classification of Functioning, Disability, and Health (ICF).

Must be taken concurrently with OTD 701L.

Prerequisite: Acceptance into the Doctorate of Occupational Therapy Program

OTD 701L Laboratory for OTD 701

(0 credits)

Laboratory experience for OTD 701 Occupational Participation and Engagement.

Must be taken concurrently with OTD 701.

OTD 702 Research I: Critical Inquiry and Evidence Based Practice

(2 credits)

Research methods are introduced with skills developed in use of search engine databases, critical reasoning, logical thinking, argument analysis, quality of evidence and professional writing. Use of evidence-based practice in occupational therapy is emphasized. Students present scholarly reports as an evidence-based poster to other interprofessional and intraprofessional practitioners.

Prerequisite: Acceptance into the Doctorate of Occupational Therapy Program

NOTE: OTD 702 Research I will be offered in the fall of 2022 as the third research course in the five course research sequence. Pending Graduate School approval, OTD 702 will be listed permanently in the fall semester of the curriculum.

OTD 703 Applied Kinesiology and Anatomy

(5 credits)

Principles of kinesiology are applied to the anatomical body functions and structures. Students develop skills in assessments and intervention strategies related to kinematics and kinetics.

Must be taken concurrently with OTD 703L.

Prerequisite: Acceptance into the Doctorate of Occupational Therapy Program

OTD 703L Laboratory for OTD 703

(0 credits)

Laboratory experience for OTD 703 Applied Kinesiology and Anatomy.

Must be taken concurrently with OTD 703.

OTD 704 Professional Ethics and Advocacy in Health and Wellness

(2 credits)

Occupational therapy professional responsibilities for ethical and legal delivery of health and wellness services are examined. Cultural awareness and advocacy for clients in different contexts are explored. Students gain awareness of occupational therapy's role in health care system policies and sociopolitical climate to meet societal needs. Promotion of occupational therapy is developed through various learning activities.

Prerequisite: Acceptance into the Doctorate of Occupational Therapy Program

OTD 705 Pathophysiology Influence on Occupation

(3 credits)

Examination of pathological changes in the human body is analyzed through a systematic review. The role of occupation in the promotion of health and the prevention of disease and disability are developed for the individual, family, and society to assure quality of life. Identification of the occupational therapy practitioner's role in conjunction with other health care specialists and community agencies is defined.

Prerequisite: Acceptance into the Doctorate of Occupational Therapy Program

OTD 706 Global Outreach and Missions

(2 credits)

Cultural competency and advocacy skills are developed in designing and conducting mission work for global outreach and for underserved populations. Students develop awareness of sociocultural, socioeconomic, and diversity factors that impede access to health services for persons, groups, and populations. Students apply therapeutic use of self and develop group dynamic skills. Communication skills and teaching-learning strategies are developed for working with patients, families, communities, and members of the interprofessional team.

Prerequisite: Acceptance into the Doctorate of Occupational Therapy Program

OTD 710 Psychosocial Implications for Occupational Therapy

(3 credits)

Students develop therapeutic use of self and group dynamics for use in occupational therapy mental health practice. Selection of occupations and activities, preparatory methods and tasks, education, training, and advocacy are applied to persons, groups, and populations within mental health. Assessment and intervention strategies for clients with psychosocial, functional cognitive, and behavioral health deficits that interfere with occupational performance are examined. Students develop skills in documentation, communication, and client safety regulation awareness.

Must be taken concurrently with OTD 710L.

Prerequisites: Successful completion of first semester year 1 coursework of OTD program

OTD 710L Laboratory for OTD 710

(0 credits)

Laboratory experience for OTD 710 Psychosocial Implications for Occupational Therapy.

Must be taken concurrently with OTD 710.

OTD 711 Occupational Performance I: Adult

(5 credits)

Adult assessment and intervention strategies are applied using evidence-based practice and theoretical frameworks. The person, environment and occupation centered practice for differential diagnosis and wellness frame health and wellness service delivery for adults. Clinical application of physical modalities is assessed in case studies. Ergonomics for home, work, and industry are defined. Students explore informatics related to electronic documentation and use of telehealth.

Must be taken concurrently with OTD 711L.

Prerequisites: Successful completion of first semester year 1 coursework of OTD program

OTD 711L Laboratory for OTD 711

(0 credits)

Laboratory experience for OTD 711 Occupational Performance I: Adult.

Must be taken concurrently with OTD 711.

OTD 712 Research II: Quantitative Methods

(3 credits)

Quantitative research designs are analyzed and used to design a class quantitative research proposal. Students develop skills in selection, application, and interpretation of basic descriptive, correlational, and inferential quantitative statistics. Students learn about ethical research conduct and the importance of the institutional review board process.

Prerequisite: Successful completion of OTD 702

OTD 713 Neuroscience

(4 credits)

Neuroscience examines the central, autonomic, and peripheral nervous system and how neurological conditions influence performance skills of motor and praxis, sensory-perceptual, emotional regulation, cognitive, communication, and social skills.

Must be taken concurrently with OTD 713L.

Prerequisites: Successful completion of first semester year 1 coursework of OTD program

OTD 713L Laboratory for OTD 713

(0 credits)

Laboratory experience for OT 713 Neuroscience.

Must be taken concurrently with OTD 713.

OTD 714 Fieldwork I and Seminar: Psychosocial

(2 credits)

The psychosocial fieldwork I is directed clinical observation and participation within community and mental health settings. Students apply classroom learning pertaining to psychosocial issues that limit engagement in occupation, including mental illness, cognitive impairments, intellectual impairments, and developmental delay. Students participate in client-centered experiences with professionals in these fields to develop professional behaviors, therapeutic use of self, and communication skills. Fieldwork seminar allows students time to process their experiences, synthesize content learned in the classroom with real-life interactions, and discuss occupational therapy's role in community and mental-health settings.

Prerequisites: Successful completion of first semester year 1 coursework of OTD program

OTD 715 Diagnostic

(2 credits)

Students acquire the basic understanding of diagnostic imaging and laboratory testing. Students will develop skills for interpreting x-ray films, magnetic resonance (MRI) and computed tomography (CT) imaging in addition to advanced imaging techniques such as SPECT, PET, US, bone scans, and video-fluoroscopy. Emphasis will be placed on the application of diagnostic results on functional performance and occupational therapy plan of care development. Students evaluate and develop treatment strategies for dysphagia and disorders of feeding and eating to enable performance.

Prerequisite: Good standing in the Doctorate of Occupational Therapy Program

OTD 720 Occupational Therapy in Leadership and Management

(3 credits)

Leadership theories and management strategies are developed through analysis of program development and evaluation of outcomes, case management, business planning, management skills, grant writing, information systems, health and public policy, advocacy, political activism, professional networks and social change initiatives.

Prerequisite: Good standing in the Doctorate of Occupational Therapy Program

OTD 721 Lifespan Development

(2 credits)

Students analyze human development throughout the lifespan. Developmental milestones of human growth and development are studied from birth to older adult. By understanding typical human development, students build a foundation for assessment and intervention of atypical development conditions along with the impact on occupational performance in the pediatric, adult, and older adult populations.

Prerequisite: Good standing in the Doctorate of Occupational Therapy Program

OTD 722 Research III: Qualitative Research Methods

(3 credits)

Qualitative research designs are analyzed and used to design a class qualitative study project. Students learn how to code, analyze, and synthesize qualitative data. Students learn about developing interview skills and focus group data collection. Mixed method studies are introduced.

Prerequisite: Successful completion of OTD 712

NOTE: OTD 722 Research III will be offered in the spring of 2022 as the first research course in the five course research sequence. Pending Graduate School approval, OTD 722 will be listed permanently in the spring semester of the curriculum.

OTD 730 Technology in Occupational Therapy

(5 credits)

Assessment and intervention strategies are developed in the context of environment and occupation using technology to enhance occupational performance at home, work, school, and the community. Technology for community mobility and driving is addressed as it relates to occupational participation. Assistive and adaptive technology, ergonomics, and use of universal design are utilized to meet individual and population needs.

Must be taken concurrently with OTD 730L.

Prerequisites: Successful completion of year 1 coursework of OTD program

OTD 730L Laboratory for OTD 730

(0 credits)

Laboratory experience for OTD 730 Technology in Occupational Therapy.

Must be taken concurrently with OTD 730.

OTD 731 Occupational Performance II: Youth and Children

(5 credits)

Occupational performance of youth and children will be explored through experiential learning, classroom experiences, hands-on labs, and patient simulations. Students will develop an understanding of evaluation and intervention strategies for youth and children by applying evidenced-based practice and theoretical frameworks. Students will utilize person, environment, and occupation-centered practice for determining differential diagnosis and will investigate health and wellness service delivery for youth and children. Students will demonstrate competency in pediatric standardized assessments upon completion of the course.

Prerequisites: Successful completion of year 1 coursework of OTD program

OTD 732 Research IV: Design

(2 credits)

Student groups design and implement a research study that meets the Institutional Review Board guidelines under the supervision of a faculty research mentor. Emphasis is on developing skills as a researcher and contributor to the profession in the area of science.

Prerequisites: Successful completion of OTD 722

OTD 733 Capstone Development Seminar

(3 credits)

Students explore areas of professional interest in an area of specialization of their choosing under the guidance of the capstone coordinator. Students explore community agencies and professional network of experts that may contribute to the design and development of an individual, capstone project.

Prerequisites: Successful completion of year 1 coursework of OTD program

OTD 734 Fieldwork I and Seminar: Youth and Children

(2 credits)

The children and youth fieldwork I is directed clinical observation and participation in settings which serve pediatric populations, including schools, childcare centers, after-school programs, home health, and outpatient therapy. Students apply classroom learning pertaining to issues that limit engagement in occupation for youth and children. Students develop professional behaviors, communication skills, and abilities to assess developmental delays and develop plans of care to increase occupational participation. Fieldwork seminar allows students to explore assessment methods and client-centered interventions while synthesizing fieldwork experience with classroom content.

Prerequisites: Successful completion of year 1 coursework of OTD program

OTD 735 Occupational Therapy in Education

(2 credits)

Students examine principles of instructional design and the teaching-learning process using educational methods and health literacy education. Learning theories are used to structure educational experiences for client, caregiver, and students. Students participate in health promotion by developing educational tools. The educator role as a fieldwork educator in clinical practice and future faculty responsibilities are explored.

Prerequisites: Successful completion of year 1 coursework of OTD program

OTD 740 Professional Practice Areas

(3 credits)

Students develop consultant roles for traditional and non-traditional practice areas by conducting needs assessments and identifying occupational therapy strategies to address the needs of persons, groups, programs, organizations, or communities. Students identify, analyze, and evaluate contextual factors on the delivery of occupational therapy services in a service project, doctoral capstone exploration, or credential workshop.

Prerequisite: Acceptance into the Doctorate of Occupational Therapy Program

OTD 741 Occupational Performance III: Older Adults

(5 credits)

Older adult assessment and intervention strategies are applied using evidence-based practice and theoretical frameworks. The person, environment, and occupation-centered practice for differential diagnosis and wellness frame health and wellness service delivery for older adults. Clinical application of physical modalities is assessed in case studies. Comorbidities, cognitive declines, degenerative processes, and end-of-life issues are evaluated and impact intervention strategies through the use of compensatory or technology support for productive aging.

Prerequisites: Successful completion of year 1 coursework of OTD program

OTD 742 Research V: Data Collection and Analysis

(3 credits)

Student groups collect quantitative and/or qualitative research data following institutional review board approved guidelines. Analysis of data is written as a scholarly report appropriate for presentation or for publication in a peer-reviewed journal that supports clinical practice.

Prerequisites: Successful completion of year 1 coursework of OTD program

OTD 743 Capstone Project Design

(3 credits)

The student further refines the capstone project from OTD 733 with consultation with the capstone coordinator, faculty advisor, and expert mentor(s). The capstone project relates theory to practice and demonstrates synthesis of specialty knowledge in a practice area which may include clinical practice, research, administration, leadership, program and policy development, advocacy, education, and theory development.

Prerequisites: Successful completion of OTD 733

OTD 744 Fieldwork I and Seminar: Adult and Older Adults

(2 credits)

The adult and older adult fieldwork I is directed at clinical observation and participation. Students apply classroom learning pertaining to adult and older adult issues that limit engagement in occupation. Students participate in client-centered practice with a community-based, health care, or wellness practitioner to develop professional behaviors and communication skills, and to hone their skills in evaluation, development of plans of care, and interventions with clients with a variety of deficits and diagnoses. Fieldwork seminar allows students time to analyze and practice treatment strategies and process how to refine skills in service delivery as future occupational practitioners through detailed, hands-on simulation.

Prerequisites: Successful completion of year 1 coursework of OTD program

OTD 745 Professional Competency

(3 credits)

Students engage in various skills, attitudes, and knowledge testing scenarios to assess professional competencies in the areas of safe use of physical agent modalities, supervision of staff in job responsibilities, and NBCOT practice exams.

Prerequisites: Successful completion of OTD 731

OTD 746 Pharmacology

(1 credit)

Students acquire the basic knowledge of the effects of common classes of medications, including indications for use, adverse side effects, and contraindications. Students develop knowledge to understand the effects medications have on functional performance and clinical indications for use. Common medication clinical indications will include cognitive disorders, mental health disorders, cardiopulmonary diseases, endocrinology conditions, neurologic disorders, and orthopedic diseases. Students assume responsibility to help reduce medical errors, secondary to pharmaceutical use, through interprofessional communication and collaboration.

Prerequisite: Acceptance into the Doctorate of Occupational Therapy Program

OTD 750 Fieldwork II

(6 credits)

Fieldwork II is a 12-week, full-time opportunity to carry out professional responsibilities under the supervision of a qualified occupational therapy practitioner serving as a role model. Students apply occupational therapy theory, research, assessments, treatment interventions, and evidence-based practice in the clinical or community setting. Students will demonstrate the skills of an entry-level generalist practitioner upon completion of the rotation.

Prerequisites: Successful completion of all coursework and Fieldwork I

OTD 760 Fieldwork II

(6 credits)

Fieldwork II is a 12-week, full-time opportunity to carry out professional responsibilities under the supervision of a qualified occupational therapy practitioner serving as a role model. Students apply occupational therapy theory, research, assessments, treatment interventions, and evidence-based practice in the clinical or community setting. Students will demonstrate the skills of an entry-level generalist practitioner upon completion of the rotation.

Equivalent to OTD 760A (3 credits) and OTD 760B (3 credits).

Prerequisite: Successful completion of OTD 750

OTD 770 Capstone: Experiential Component

(9 credits)

The capstone is a 14-week, 560-hour experience that has written objectives and assessment measures approved by the faculty advisor and expert mentor(s) in an area of specialization of the student's choice. Literature review, needs assessment, goals/objectives, and an evaluation of the capstone experience are required. The student must successfully meet or exceed these objectives and assessment criteria.

Equivalent to OTD 770A (5 credits) and OTD 770B (4 credits).

Prerequisites: Successful completion of all OTD coursework, Fieldwork I and II.

OTD 771 Executive Function

(3 credits)

The executive function course is designed to transition the student to the professional level of accountability for personal and professional communication, budgeting, financing, interviewing skills, contract negotiations, and NBCOT exam preparation. Students will further refine their curriculum vitae, and professional development plans to prepare for post-graduation employment as an occupational therapist.

Prerequisites: Successful completion of year 1 coursework and fall semester year 2 coursework of OTD program

OTD 790 Independent Study

(1 to 3 credits)

This is an elective course designed for the OTD student to gain additional knowledge, skills and attitudes necessary for areas of specialization or remediation. Students may require additional specialty training for fieldwork preparatory or remediation skill development. Another application for independent study may include precertification, certifications or specialty areas for capstone or future career placement in advance practice. The course may be offered in small group format or individually as deemed appropriate by faculty and OTD Director.

Prerequisite: Consent