

Petition into Physical Therapist Assistant (PTA)

PTA PETITIONING REQUIREMENTS

In order to be eligible to petition the program for entry, you **must** apply to and be admitted by the college, attend an Advising, Registration, and Orientation (ARO) session, meet all program-specific eligibility requirements, and attend a health sciences petition meeting specific to the program you plan to petition.

Required Courses – completed with a grade of “B” or better

- General A&P (806-177)
- Math Reasoning, College Math, or Intermediate Algebra w/Apps
- Written Communication (801-195) OR English Composition 1 (801-136)
- Oral Communications (801-194) OR Speech (801-198)

Please Note: It is **strongly recommended** to enroll in the Focus on Musculoskeletal Anatomy Modules prior to fall admission.

Admissions Testing: TEAS for Allied Health Students: Information regarding the TEAS for Allied Health Students test scheduling and administration is found at [BTC's Admission Testing Page](#). A transcript/copy of your TEAS results must be included with the submission of your petition packet. If multiple attempts have been made, you may submit your highest test score.

Shadowing/Work Experience: You must complete shadowing hours or show evidence of work experience in the field of physical therapy. Please use the **Shadowing/Work Experience Verification Form** (located at the end of this packet).

PETITION PROCESS

After meeting the minimum requirements, you are now eligible to petition. It is your responsibility to submit a completed petition packet and all required petitioning documents during the designated petition period in order to be considered for entry into the clinical program.

As program entry is granted to only a designated number of students, the petition packets are awarded points. Note: There are additional factors (i.e. previous, related work experience) that may be considered and awarded extra points for competitive entry – these are outlined below. More information will be available at the required petition information meetings. *Please note: Continuous enrollment is not required in order to maintain a current application.*

PTA PETITION APPLICATION

Only students who have **completed the application process** and **meet all program-ready requirements** are eligible to petition. Petition forms and work experience forms **must be submitted/received no later than 4:00 p.m. on the last petition day**. Information regarding submitting the petition application is included at the end of this packet.

Read, complete all sections, and submit all required documents. **Failure to do so will result in an invalid petition.**

STUDENT INFORMATION

Student Name	BTC Student ID Number	Date of PTA Petition Meeting Attended
Identify School District: <input type="checkbox"/> BTC <input type="checkbox"/> WCTC <input type="checkbox"/> RVC <input type="checkbox"/> Other: _____ <i>*If applying from RVC or WCTC, you must provide a letter of proof that you are affiliated with that college.</i>		

Please read and initial the following statements:

- _____ I have verified that Blackhawk Technical College (BTC) has my current mailing address on file.
- _____ In the case of a tie, the "Date of Pre-Clinical Admission" as a date-stamped by BTC Admissions will be the deciding factor.
- _____ If I am selected and choose not to begin the core clinical courses, I must petition again.
- _____ If I am selected as an "alternate" I may be contacted as late as one month prior to the start of the core courses. If I choose not to begin the core clinical courses, I must petition again.
- _____ I understand a background check and possible drug screen will be conducted and the results may prevent my placement at a clinical site and interfere with my ability to complete the program.
- _____ I understand that program requirements for future petition periods may have different selection criteria and I must meet those new requirements if I am not selected in this current petition period or thereafter.
- _____ I understand that a petition meeting must be attended every year that I petition. Failure to attend a petition meeting every year before petitioning will result in my application being considered incomplete and void.
- _____ I understand that while I may take the required, program-specific test (i.e. TEAS-Allied Health) as many times as I choose, I may submit the highest score I received for consideration.
- _____ I understand that I must attach a copy of the TEAS test score transcript.
- _____ I understand that I must attach an unofficial BTC transcript. Students can print unofficial transcripts through MyBTC at mybtc.blackhawk.edu. Any relevant transfer coursework **must** be documented on the BTC transcript at the time of submission to be considered valid. *Failure to provide BTC transcripts will result in an invalid petition.*
- _____ I understand that an incomplete petition will be considered invalid.

Student Signature	Date
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I. COLLEGE COURSEWORK (_____/110 points)

For each course, indicate where the course was completed and points based on what grade was achieved.

Award the following points per grade achieved: A = 10pts, A-/B+ = 8pts, B = 5pts, B- or less = 0pts.

Blackhawk's Credit for Prior Learning process must be complete in order for courses taken at other institutions to be considered for petitioning.

Required Pre-Requisite Courses – these courses must be completed in order to petition:

Course	Location	Awarded Points
General A&P*		
Math Reasoning, College Math, or Intermediate Algebra w/Apps*		
Written Communication OR English Composition 1		
Oral Communication OR Speech		

Additional Points for Additional Courses – these courses are not required for petitioning:

Course	Location	Awarded Points
Intro to Psychology		
Intro to Diversity Studies		
Advanced A&P*		
Focus on Musculoskeletal Anatomy Modules		

* Points are doubled for science and math courses.

II. SHADOW EXPERIENCE (_____/20 points)

Complete the **Shadowing Verification Form (top portion only)** (located at the end of this packet) and submit it with your petition packet. One point is awarded per hour of shadowing.

III. PROGRAM ADMISSION TESTING (_____/100 points)

Test Score: _____

A **minimum score of 70** is required to petition the program. Award the following points for your TEAS-Allied Health score: 70-74 = 60pts, 75-79 = 80pts, 80-100 = 100pts. **Note:** A transcript/copy of your test results must be included with the submission of your petition packet. If multiple attempts have been made, you may submit your highest test score.

IV. BTC DISTRICT RESIDENT (_____/10 points)

If you are a resident of the Blackhawk District (i.e. live in Rock or Green Counties in Wisconsin), you will receive 10pts. If not, you will receive 0pts. District residence is verified by BTC by the address on file but is not a requirement.

FOR OFFICE USE ONLY Final Ranking Process	PTA Petition Meeting Attended: <input type="checkbox"/> Yes <input type="checkbox"/> No	
	College Coursework	/110 points
	Shadow Experience	/20 points
	Program Admission Testing	/100 points
	BTC District Resident	/10 points
	Total Points	/240 points

SUBMITTING THE PETITION PACKET

Once completed, petition packets must be submitted:

- Dropped-off at the Health Sciences Reception Desk (Room 2304 or Room 1200) at Central Campus
- Mailed (and received by deadline) via US mail to: Blackhawk Technical College, Attention: Health Sciences (Room 2304), 6004 S County Rd G, Janesville, WI 53547-5009
- Faxed to (608) 743-4578

Students will be notified by US mail within two months of the petition deadline regarding the status of their petition packet. Letters will be sent to the address on record in the college computer system.



Shadowing Verification Form

Physical Therapist Assistant (PTA)

Please carefully read the following instructions: This form is to be completed by a licensed Physical Therapist (PT) or Physical Therapist Assistant (PTA). Forms completed by anyone other than a PT or PTA will not be considered in the petition process. Please note that shadowing hours will not be accepted if more than three years old.

TO BE COMPLETED BY PTA APPLICANT:

PTA Applicant Name	BTC Student ID Number
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I authorize my employer/former employer to release the following information to Blackhawk Technical College:

Applicant Signature	Date
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After petition review, **if the applicant is selected**, this form will be verified by the applicant's supervisor.

TO BE COMPLETED BY THE PT/PTA:

Facility Name		Facility Phone Number	
Street Address	City	State	Zip Code
Dates of Experience		Number of Hours Completed	
PT/PTA Name			
PT/PTA Signature		Date	

Please return the completed form to: Blackhawk Technical College, Attention: Health Sciences – PTA (Room 2304), 6004 S County Rd G, PO Box 5009, Janesville, WI 53547-5009, Fax: (608) 743-4578.

**Blackhawk Technical College • (608) 758-6900 • WI Relay: 711 • info@blackhawk.edu
blackhawk.edu • 6004 S County Road G, PO Box 5009, Janesville, WI 53547-5009**

Blackhawk Technical College does not discriminate on the basis of race, color, national origin, sex, gender identity, disability, or age in its programs and activities. The following person has been designated to manage inquiries regarding the nondiscrimination policies: Title IX Coordinator/Equal Opportunity Officer, 6004 S County Road G, P.O. Box 5009, Janesville, WI 53547-5009, (608) 757-7796 or (608) 757-7773, WI Relay: 711.