

Health Sciences Program Admissions Guide

Occupational Therapy Assistant Program

Program: Occupational Therapy Assistant (OTA)

Credential(s) Awarded: [Occupational Therapy Assistant Associate of Applied Science Degree](#)

Program Webpage: <https://www.chattahoocheetech.edu/health-sciences/occupational-therapy-assistant.html>

Program Location: Canton Campus

Admissions Format: Competitive Admissions. Applicants are ranked according to total admission points, and the applicants with the highest total points are offered available seats. Admission decisions are sent via Chatt Tech student email, typically in June each year.

Course Enrollment and Schedule: Closed enrollment, fixed sequence. Only students accepted to the OTA Program can enroll in OCTA courses. OCTA courses are taken in a fixed, pre-determined sequence each semester. Schedule is full-time, Monday – Friday. Classes primarily in person with some hybrid/online portions.

Program Length: Program is designed to be completed in a total of 6 semesters, including pre-requisites and Occupational coursework.

Pre-requisites Courses: Recommended 2 semesters, 25 credits. Program prerequisite courses can be completed at any campus and in any order that follows college prerequisite requirements.

Occupational Coursework: Required 4 semesters, 48 credits. Occupational courses are completed in a fixed, pre-determined sequence.

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Steps to Apply to Occupational Therapy Assistant Program

Step 1: Apply to Chattahoochee Tech and be accepted.

Go to the [College Admissions webpage](#) to apply.

Student 900# and email address is required to apply to Health Sciences programs (Step 2).

Step 2: Apply to the specific Health Sciences Program.

Go to the [Occupational Therapy Assistant Program webpage](#) to apply.

Watch the Required Program Information Video before applying.

Application Open: April 01

Application Close: Last day of Spring Semester (A/C Terms) as listed on the [college calendar](#).

Step 3: Meet all admissions criteria by the published deadlines.

Strongly recommended to collaborate with an [Academic Advisor](#).

See [Admissions Points Checklist](#) for summary. See this document for details.

Must be age 18 years or older at time of program admission.

It is the student's responsibility to ensure their record is complete and accurate.

Prerequisite coursework grades are reported in DegreeWorks/Banner.

Carefully follow instructions to submit optional items.

For assistance email Health Sciences Admission at HealthSciences.Admission@chattahoocheetech.edu

Spring Semester Deadline Items

Deadline for these items is the last day of Spring Semester (A/C Terms) as listed on the [college calendar](#). Points are awarded using the criteria described for each item. Grade of C or higher is required for all courses. Courses taken during Spring Term will meet this deadline.

Required Prerequisite Coursework – Spring Deadline

#	Course Requirement	Points
1	Area I: Language Arts/Communication Minimum ENGL 1101*. If ENGL 1101 AND one or more of the listed courses is completed, the highest grade across all attempts will be used to award points.	ENGL 1101, ENGL 1102, ENGL 2110, ENGL 2130, ENGL 2310 A = 30 points, B = 25 points, C = 20 points
2	Area II: Social/Behavioral Sciences Minimum PSYC 1101*. If PSYC 1101 AND one or more of the listed courses is completed, the highest grade across all attempts will be used to award points.	PSYC 1101, PSYC 2103 A = 40 points, B = 35 points, C = 30 points
3	BIOL 2113 Anatomy and Physiology I	A = 40 points, B = 35 points, C = 30 points
4	BIOL 2113L Anatomy and Physiology I Lab	A = 30 points, B = 25 points, C = 20 points
5	BIOL 2114 Anatomy and Physiology II	A = 40 points, B = 35 points, C = 30 points
6	BIOL 2114L Anatomy and Physiology II Lab	A = 30 points, B = 25 points, C = 20 points
7	ALHS 1090 Medical Terminology for Allied Health Sciences	A = 30 points, B = 25 points, C = 20 points

***Important Note:** Health Sciences Admissions criteria considers multiple courses in Areas I and II to award admission points, but you must have passing credit for courses ENGL 1101 and PSYC 1101 to meet the requirements for this degree. If necessary, contact the [Records Office](#) to review your record.

Spring Transfer Credit

If coursework is completed at another institution during Spring Term, please transfer the credit promptly to avoid errors with your application. If you experience a delay, email HealthSciences Admission HealthSciences.Admission@chattahoocheetech.edu to assist with your application.

Prerequisite High School Transfer Credit

High School Transfer credit is considered to meet ENGL 1101, MATH 1111, and PSYC 1101 courses only. Letter grade and points are awarded on the following criteria:

Highschool Credit	Scale
Advanced Placement (AP)	Minimum score is 3. 3 = C, 4 = B, 5 = A.
International Baccalaureate (IB)	Minimum score is 4. 4 or 5 = C, 6 = B, 7 = A
College Level Examination Program (CLEP)	Minimum score is 50. All scores 50 and above = C.

ATI TEAS Standardized Test

Please note that the ATI TEAS Standardized Test is no longer required for admission to the OTA program as of the 2027 application year.

Optional Observation Hours – Spring Deadline

Observation hours are not required but can earn additional points towards application. Students may earn 20 optional points by completing observation hours by the deadline. See Instructions for Observation Hours in this document for instructions. Incomplete hours or documentation submitted after the deadline will not earn points. Hours may be verified by the program.

All documentation must be submitted using the link on the program webpage, “OTA Optional Observation Hours Submission”. Documents are uploaded via the college’s Etrieve Platform. Carefully follow the instructions provided on the form.

Please note: paper or emailed documentation will no longer be accepted. All documentation must be submitted electronically using the link provided on the program webpage. The only exception is documentation previously submitted during the 2026 application cycle and already on file with Health Sciences Admission.

Observation hours submitted with the 2026 application cycle and currently on file with Health Sciences Admissions will be accepted. Observation hours submitted for the 2025 application cycle or earlier will not be accepted.

Deadline to submit Optional Items is the last day of Spring Semester (A/C Terms) as listed on the [college calendar](#).

Competitive Admissions Tie Breaker

In the event of a tie in total admissions points, the following criteria will be used in order to determine admission.

1. The applicant that has completed observation hours will be ranked higher.
2. If a tie remains, the applicant with the highest GPA for all prerequisite BIOL courses will be ranked higher.
3. If a tie remains, the applicant with the highest GPA for all prerequisite courses with a Spring Deadline will be ranked higher.

Summer Semester Deadline Items

Deadline for these items is the last day of Summer Term as listed on the [college calendar](#). These items must be completed, but are not used to calculate admissions points. Students may apply to the program pending completion of items by the end of Summer Semester. Courses taken during Summer Term will meet this deadline.

Required Coursework – Summer Deadline

#	Course	Points
1	SPCH 1101 Public Speaking or COMM 1100 Human Communication	Met/Not Met; no points, grade of C or higher
2	MATH 1111 College Algebra	Met/Not Met; no points, grade of C or higher
3	Humanities Elective (3 credits) See College Catalog or an Academic Advisor for course selection.	Met/Not Met; no points, grade of C or higher

Summer Transfer Credit: if coursework is completed at another institution during Summer Term, please transfer the credit promptly to avoid errors with your application. If you experience a delay, email HealthSciences Admission HealthSciences.Admission@chattahoocheetech.edu to assist with your application.

Admissions Points Checklist – OTA Program

Spring Semester Deadline Items		
Item	Available Points	My Points
Submit Program Application. Application Open: April 01 Application Close: Last day Spring Semester on the college calendar	Required, no points	Met / Not Met
Watch Required Program Information Video	Required, no points	Met / Not Met
Minimum GPA of 2.0 for all Spring Semester Deadline courses	Required, no points	Met / Not Met
Area I: Minimum ENGL 1101	Max 30 points	/30
Area II: Minimum PSYC 1101	Max 40 points	/40
BIOL 2113	Max 40 points	/40
BIOL 2113L	Max 30 points	/30
BIOL 2114	Max 40 points	/40
BIOL 2114L	Max 30 points	/30
ALHS 1090	Max 30 points	/30
Optional Observation Hours	Optional: Max 20 points	/20
Summer Semester Deadline Items		
Item	Available Points	My Points
SPCH 1101 or COMM 1100	Required, no points	Met / Not Met
MATH 1111	Required, no points	Met / Not Met
Humanities Elective	Required, no points	Met / Not Met
	Total Possible Points: 260	/260

Course Information – Occupational Therapy Assistant Program

Recommended Prerequisite Course Sequence

The program does accept transfer credit for prerequisite courses taken at other institutions. See [Transfer Credit](#) webpage.

Semester 1	Semester 2
ENGL 1101 (3 credits)	BIOL 2114 (3 credits)
BIOL 2113 (3 credits)	BIOL 2114L (1 credit)
BIOL 2113L (1 credit)	SPCH 1101 or COMM 1100 (3 credits)
PSYC 1101 (3 credits)	Humanities Elective (3 credits)
ALHS 1090 (2 credits)	MATH 1111 (3 credits)
Total: 12 credits	Total: 13 credits

Required Occupational Course Sequence

Occupational coursework must be taken in the required, predetermined sequence. The program does NOT accept transfer credit for Occupational course taken at other institutions. See College Catalog for course descriptions.

Semester 1 (Fall)	Semester 2 (Spring)
OCTA 1010 (4 credits)	OCTA 2040 (4 credits)
OCTA 1020 (2 credits)	OCTA 2060 (6 credits)
OCTA 1030 (2 credits)	OCTA 2130 (3 credits)
OCTA 1050 (4 credits)	
Total: 12 credits	Total: 13 credits
Semester 3 (Summer)	Semester 4 (Fall)
OCTA 2010 (6 credits)	OCTA 2210 (5 credits)
OCTA 2090 (3 credits)	OCTA 3210 (1 credit)
OCTA 2120 (2 credits)	OCTA 2220 (5 credits)
	OCTA 3220 (1 credit)
Total: 11 credits	Total: 12 credits

Total Degree Credit Hours: 73

Rev: 07/20/2026

Instructions for Optional Observation Hours – OTA Program

The intention of Observation Hours is to give candidates the opportunity to gain an awareness of the job requirements of the OTA.

Students may earn 20 optional points by completing 20 or more observation hours in any combination of inpatient, skilled nursing facility, assisted living facilities, home health, or public-school settings.

Hours that fulfill this requirement cannot be front-office or clerical work. Hours reported must be directly observing the delivery of skilled occupational therapy services by a licensed OT or OTA only.

Observation hours submitted with the 2026 application cycle and currently on file with Health Sciences Admissions will be accepted. Observation hours submitted for the 2025 application cycle or earlier will not be accepted. All documentation must be submitted using the link on the program webpage, "OTA Optional Observation Hours Submission".

Please choose one or more facility type from the list:

20 hours of direct observation of OT in one or more of the following:
Skilled Nursing Facility (SNF)
Inpatient Rehabilitation Facility (IRU) (Adult or Pediatric)
Acute Care Hospital (Pediatric or Adult)
Long Term Acute Care (LTAC)
Public School System (pre-K-12)
Home Health (HH)
Assisted Living Facility (ALF)

Observation hours completed in an outpatient clinic, private clinic, or private school will not be credited with optional bonus points.

Occupational Therapy Assistant Program
Observation Hours Evaluation Form



Name of Applicant:

Student ID# (900#):

Facility Name:

Facility Address:

Facility Phone:

Please indicate the total number of observation hours completed in the appropriate practice area. Please note observation hours completed with other rehab personnel or hours earned during the performance of clerical aide positions will not be accepted. Hours may be verified.

20 hours minimum is required in any combination of the facility types listed. No alternate types of settings will be accepted.

Date(s)	Facility Type Use List in Instructions	Total Hours	OT/OTA Signature	OT/OTA Printed Name

Thank you for assisting our OTA applicants with their admissions process!

Please contact the OTA Program Director Amanda Caldwell, M.Ed. OTR/L, CHT
amanda.caldwell@chattahoocheetech.edu with questions or concerns.