



# State of Ohio

Occupational Therapy, Physical Therapy, and Athletic Trainers Board

## Entry Level Education Pre-Completion Form

<b>Section I: This portion must be completed by the applicant. Please print or type.</b>	
Name (First, Middle, Last):	Maiden Name:
Complete Mailing Address	
Social Security Number or Alien Registration Number:	Date of Birth: (mm/dd/yyyy):

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

**Section II:** This Section must be completed by an official from the program where a physical therapy degree will be earned. If the institution does not use a school seal, the official signing the verification must sign this form in the presence of a Notary Public. **The educational institution must mail the completed form directly to the OTPTAT Board at the address below. Documents received directly from the applicant will not be accepted. Please print or type.**

I hereby certify that I expect \_\_\_\_\_ to complete the didactic and  
(Student's Name and SSN)

clinical education requirements for the entry-level Physical Therapy degree from the school I represent. I request that the Board authorize this student to schedule the National Physical Therapy Exam (NPTE) on the basis of this statement.

Expected Date of Program Completion: \_\_\_\_\_ Expected Date of Graduation: \_\_\_\_\_

*I will send the Certification of Entry Level Education form available on the Board's website when the student has successfully completed the program. I understand that until the final Certification of Entry Level Education document is received, and all other requirements are met, the student is not eligible for an Ohio physical therapy license.*

Name of Institution:

City, State, Zip Code:

Phone Number w/ Area Code:

Is this entry level program CAPTE accredited?     Yes     No

FSBPT School Code:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**If a Notary Public is used, please complete the following:**

Subscribed and sworn to in my presence this \_\_\_\_\_ day of \_\_\_\_\_, Year \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Date Commission Expires

Return This Document To:  
Ohio OT PT AT Board  
77 South High Street, 16<sup>th</sup> Floor  
Columbus, OH 43215-6108

School or Notary Seal



# State of Ohio

Occupational Therapy, Physical Therapy, and Athletic Trainers Board

## Entry Level Education Pre-Completion Form

### Pre-Completion Form Instructions

#### **To the Applicant**

Print out this form and give it to your Program Director. The Program Director must mail this form directly to the Board. Faxes or emails are not accepted.

When you have completed the PT/PTA program, please remind the Program Director to send the Board's Certification of Entry Level Education form. You can download that form at <http://otptat.ohio.gov>.

#### **To the Program Director**

In accordance with the "Approval for Candidates to Sit for the NPTE" paragraph of the 2012 NPTE Policies, which are developed by the Federation of State Boards of Physical Therapy (FSBPT), a state physical therapy board may make a "bona fide candidate" for licensure eligible to sit for the National Physical Therapy Exam (NPTE) if the applicant is within 90 days of graduating from the entry-level PT/PTA program.

To allow an applicant to be made eligible for the NPTE prior to program completion, the Program Director must send the Board an "Entry Level Education Pre-Completion Form" for the applicant, stating that the Program Director expects the student to graduate as planned. The form may be sent before the student has completed all of the clinical and didactic education requirements for graduation. This form may not be faxed or emailed.

Once the Pre-Completion Form is received and the applicant has submitted the application for licensure by examination, including registering with the FSBPT and submitting the exam registration fee, the Board will notify the FSBPT that the student is eligible to schedule the NPTE. This will give the student more flexibility in scheduling an exam date in light of the implementation of fixed date testing.

Once the student has completed all of the clinical and didactic education requirements, the Program Director must mail to the Board the Certification of Entry Level Education Form stating that the student has completed the program. The applicant will not be authorized to sit for the Ohio Jurisprudence Examination or eligible for an Ohio license until the final Certification of Entry Level Education form is received by the Board.