

WRIGHT COLLEGE
OCCUPATIONAL THERAPY ASSISTANT PROGRAM
OTA APPLICATION MATERIALS CHECKLIST

1. _____ Completed Application
 - a. _____ Job description if applicable

2. _____ 2 Letters of Recommendation
 - a. LOR forms and letters in sealed envelopes
 - b. Writers signed over the seals of envelope flaps
 - c. LOR form for each letter included.

3. _____ OTR or COTA Interview Evaluation (REQUIRED)
 - a. Interview summary included
 - b. Evaluation in sealed envelope
 - c. Interviewee signed over the seal of envelope flap.

4. _____ Observation Hours Evaluation 10 or more hours (REQUIRED)
 - a. Evaluation in sealed envelope
 - b. Supervisor signed over the seal of envelope flap
 - c. Completed hours log included.

5. _____ Official transcripts (including CCC)

6. _____ Criminal background check RESULTS

7. _____ " Plan for Success" essay

8. _____ Responses to *Conflict/Prejudice* questions

All materials must be submitted together and can be mailed to the OTA Department or taken to office L281 by March 1, 2024. All submitted application materials become the property of the OTA Department and will not be returned.

Wright College
c/o Occupational Therapy Assistant Program, L280
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Chicago, IL 60634