



## APPLICATION PROCESS

This page is intended to assist you in knowing how to apply to our program - including important dates and processes.

### Application Deadlines

Please pay close attention to Loma Linda University (LLU) DPT deadlines, as failing to submit your application through the Physical Therapy Centralized Application Service (PTCAS) by these dates can be problematic.

#### DPT Priority Deadline – September 1<sup>st</sup>:

Applicants who e-submit their PTCAS application by **September 1<sup>st</sup>** will be in our priority group. PTCAS will open early in July giving you plenty of time to complete your application and submit it. We look at the date applicants e-submit their PTCAS application to see if they have met our priority deadline. For example, if you e-submit your PTCAS application on August 25<sup>th</sup>, you have met our priority deadline. Our Admissions Committee generally will fill most of our class with those who apply by our priority deadline.

#### Final Deadline – November 1:

The DPT department will not accept any applications after November 1.

**\*Please note PTCAS operates on East Coast time. For example, if you are in California and you are e-submitting your application on October 31<sup>st</sup>, you need to have it e-submitted by 8:59pm on October 31<sup>st</sup> for it to meet the November 1<sup>st</sup> deadline. For other states, please make sure you are in compliance with East Coast time when e-submitting your application.**

#### Secondary Application:

Once applicants have e-submitted their application and PTCAS has received all of their transcripts, PTCAS will then verify the applicant's application. This can take several weeks to

verify. After the application has been verified, PTCAS will send the application to LLU. Once we have received it, an email containing a link for the secondary application, will be sent to you. It can take up to a week, after LLU has received your application, before you will receive the secondary application email.

You will have two weeks to complete your secondary application upon receiving it from LLU. Our application process will officially end on December 30<sup>th</sup>. What this means is we will not be accepting any secondary applications after December 30<sup>th</sup>. Therefore, if you submitted your application on September 15<sup>th</sup>, but there has been a hold up with your transcripts and you do not receive your secondary application until December 22<sup>nd</sup>, you will only have until December 30<sup>th</sup> to complete your secondary application. At the same time, if there is a hold up with your transcripts and PTCAS does not mail your application to LLU until January 5<sup>th</sup>, you have missed the secondary application deadline and will not be considered for admissions. We strongly recommend that you submit your application early, in July, and check your PTCAS portal weekly to ensure they have received all your transcripts and have mailed your application to the schools you have applied to.

## Application Process

To begin the process with LLU, you will first need to e-submit an application through [www.ptcas.org](http://www.ptcas.org). PTCAS is where you will send your letters of recommendation, observations hours, and all of your college transcripts that are from a regionally accredited school. You can e-submit your application while you are waiting for your transcripts, letters of recommendation, and observations hours to be received. However, your application will not be processed until all transcripts are received, so make sure you send transcripts in early.

When filling out your PTCAS application we recommend that you have a set of transcripts in front of you. There will be a “coursework” section where you will need to enter every course you have taken, the amount of units, which term you completed the course, and the grade you received. PTCAS will then use your official transcripts to verify this information.

Once you have submitted your application through PTCAS you will be coded as “Received”. PTCAS will need your transcripts to verify your application. It is important that you request an official transcript be sent from each college you have attended directly to PTCAS. Transcripts can hold up your application from being verified, so it is important to request your transcripts early. PTCAS will not evaluate and verify your application until an official transcript has been received from each school you have attended. To be considered “official transcripts” they must be sent directly from each school to PTCAS. After your application has been “verified” PTCAS will mail your application to LLU.

Each year we have individuals who submitted their application to PTCAS in a timely manner, but then transcripts were never received by PTCAS. Their application was not verified, nor sent to Loma Linda University. We strongly recommend you log in to PTCAS on a regular basis and

monitor the receipt of your transcripts by PTCAS. If they are not receiving a transcript from a particular school, be sure to follow up until a transcript is received.

LLU will email you a link for the secondary application 2-5 business from when we receive your application from PTCAS. You will have two weeks to complete the secondary application. There are no fees associated with the secondary application. You are not an official LLU applicant until your secondary application has been received.

## Transcripts

All transcripts will need to be sent to PTCAS. You will want to make sure that PTCAS does indeed receive your transcripts. Do not assume just because you requested your transcripts to be sent, that PTCAS received them. Sometimes transcripts get lost in the mail and it would be prudent to follow up and see that all your transcripts have been received.

LLU will not need official transcripts to be sent directly to LLU unless you have been accepted and choose to attend.

## Letters of Recommendation

We require a total of three letters of recommendation. We will accept a letter of recommendation from anyone, except family members. We recommend that you select three individuals that between the three of them, can give a well-rounded picture of who you are. There will be a section on PTCAS where you can enter your recommenders email address and PTCAS will forward a form for them to fill out and email back to PTCAS.

When you are filling out the secondary application, you do not need to list the same names that you have already listed on PTCAS. It is appropriate to state “See PTCAS.”

## Observation Hours

A total of 80 observation hours will need to be completed before the program begins in June; 20 hours in an in-patient setting, 20 hours in an out-patient setting, and the remaining 40 hours may be completed in a setting of your choice. You may have your hours verified through PTCAS by entering the physical therapist’s email address on your PTCAS application. A minimum of 40 observation hours must be completed at the time of interviews. Interviews will begin in October.

## Prerequisites

Science prerequisites are to be no older than 10 years at the time of application.

Regarding outstanding coursework, applicants can not have more than 3 science prerequisites lacking at the time of application and the Anatomy and Physiology sequence can not be one of

the lacking prerequisites. Non-science prerequisites and the possible 3 lacking science prerequisites just need to be completed before the program begins in June.

#### Prerequisite Courses:

An earned Bachelor degree from a regional accredited university/college is required along with:

- Anatomy and Physiology the complete sequence with lab
- Two additional Biology courses
- Medical Terminology
- General Chemistry the complete sequence with lab
- General Physics the complete sequence with lab
- Statistics
- General/Intro Psychology
- Growth & Development
- Speech

#### Biology

As part of our science prerequisites, we require applicants have two additional Biology courses. Our department recommends applicants take the following classes:

- Gross/Advanced Anatomy
- Cell Biology
- Exercise Physiology (the only non-Biology class that will count as an additional Biology)

We will accept any class with a Biology prefix, except for the A&P sequence or Biostatistics, as meeting the two additional Biology course requirement.

#### Updates

Applicants must meet our minimum GPA at the time of application. Courses completed during the fall term may not be taken into consideration when calculating an applicant's GPA. We will, however, count any courses you have completed during the summer term. If your summer courses finish after you have e-submitted your PTCAS application, please email an unofficial transcript of your summer grades to Heather Hebron at [hhebron@llu.edu](mailto:hhebron@llu.edu) as soon as grades are posted.

#### Grades

To be considered competitive for our DPT program one will need a 3.6 GPA across the board (science, non-science, and overall) and in the past several years our accepted students have averaged a 3.7 GPA. The minimum GPA for our DPT program is 3.4 (science, non-science, and overall)

## Retaking a Course

For any course repeated, the most recent grade will be used in the GPA calculations. We have a three attempt rule which states if an applicant repeats a course more than three times, we will count the grade received on the third attempt.

## Interviews

The DPT department will interview about 200 applicants with the Committee granting interviews solely based on GPA. During the transcript evaluation process we will prescreen every applicant. You must have a 3.4 prescreened science GPA to be moved on to the next round. The DPT department reserves the right to deny any applicant who has a prescreened GPA lower than 3.4 at the time the application is reviewed. If you have a 3.4 prescreened science GPA or higher your file will be sent to our Admissions office to have an official evaluation completed. Based on the number of applicants and their GPA's, the Admission Committee will select which applicant's will be awarded an interview. If you are granted an interview the Committee will take into consideration your work experience, volunteer hours, mission service, grades, communication style, and letters of recommendation.

Interviews can be with one or two faculty members and will last about 30 minutes. We will have first and second year students here to speak with you about the program and to take you on a tour of the campus. Interviews may begin as early as September or October, but are not guaranteed to begin until December. Interview invites will be sent out through email.

## Decisions

The Committee will award the first round of acceptance during the third week of November. The second and final round of acceptance will be awarded in the third week of January.

Applicants will be notified as whether they have been accepted, denied, or placed on our alternate list through both email and physical mail.

## Review of Application Process

1. Apply early to [www.ptcas.org](http://www.ptcas.org) (shortly after July 1)
2. Request official transcripts be sent to PTCAS
3. Monitor receipt of official transcripts by PTCAS
4. PTCAS will verify your application and send it to all the schools you applied to
5. Expect an email from LLU within one week after your PTCAS application has been sent to us that will include the link to the secondary application
6. Submit your secondary application within two weeks of receiving the email
7. Interviews granted in September through December
8. Admissions granted in November and January

9. Feel free to contact us at any time if you have questions on the process – you are not bothering us - that is what we are here for. Heather Hebron ([hhebron@llu.edu](mailto:hhebron@llu.edu)), Larry Chinnock ([lchinnock@llu.edu](mailto:lchinnock@llu.edu))