



**American Physical Therapy Association
Physical Therapist Centralized Application Service (PTCAS)
Institutional Participation Form
2017-2018**

The Physical Therapist Centralized Application Service (PTCAS) is an application service of the American Physical Therapy Association (APTA) administered by Liaison International in Watertown, Massachusetts. PTCAS is scheduled to launch the 2017-2018 admissions cycle on June 29, 2017. The Service processes applications for applicants applying to physical therapist (PT) education programs. PT education programs granted accredited or candidate status by the Commission on Accreditation in Physical Therapy Education (CAPTE) are invited to participate in PTCAS. As per a decision of the APTA PTCAS Work Group, institutions that participate in PTCAS must require **all applicants to the professional (entry-level) DPT education program to apply through the Service, including individuals who are given preference in the admissions process.** There are no special provisions or exceptions in PTCAS for pre-PT students currently enrolled within the same university, undergraduate transfer students from selected feeder institutions, or other applicants/students who are given preference the PT admissions process.

EXCEPTION FOR NEW PARTICIPATING PROGRAMS: New participating programs for the 2017-2018 admissions cycle that have already received applications for the 2018 entering class do not need to require those particular applicants to re-apply via PTCAS. Once the 2017-2018 PTCAS application launches, all future applicants to the (entry-level) PT program are required to apply through PTCAS. Participating programs are encouraged NOT to accept applications for the 2018 class until the application opens.

EXCEPTION FOR GUARANTEED FRESHMAN ADMISSION PROGRAMS: Programs that offer a guaranteed freshman admission pathway may choose full or partial participation status. To qualify for partial participation status, a guaranteed freshman admission program must provide a mechanism for high school applicants to apply directly to the PT program in addition, or in lieu of, an undergraduate university application; and send a student-specific message to each accepted high school student before they matriculate as freshman indicating that they are guaranteed entry into the DPT program pending the completion of any stated contingencies (e.g., minimum undergraduate GPA).

PTCAS shall:

- Facilitate the admissions process for applicants and physical therapist education programs.
- Promote the physical therapist profession and education programs to a broad spectrum of applicants.
- Provide admission offices with multiple tools for processing, analyzing and reviewing applications.
- Verify transcripts and calculate multiple grade point averages (GPAs).
- Assess applicants a fee based upon the number of DPT programs designated.
- Establish and administer a fee waiver program for eligible applicants.

PTCAS will provide:

- A secure, web-based application.
- A secure, web-based portal, known as WebAdMIT, for program-specific applicant data.
- Accurate, timely and comprehensive applicant data.
- Electronic applicant files on regular intervals.
- Dedicated customer support for applicants, advisors and programs.
- Annual reports on national PTCAS applicant data trends.

This agreement to participate in PTCAS is non-binding. Programs are encouraged to submit a signed PTCAS Institutional Participation Form to APTA by no later than May 15, 2017. The institution reserves the right to withdraw participation or join PTCAS at any point in the admissions cycle.

 My institution will begin to participate in PTCAS during the 2017-2018 admissions cycle. This agreement is non-binding.

Authorized Signature

Date

Print Name

Title

Institution