



## WELCOME LETTER!

Dear Applicant,

We thank you for your interest in the Human Performance Program in the Department of Physical Therapy and Human Performance at Florida Gulf Coast University (FGCU). This letter is provided to guide you through the application process.

The Department of Physical Therapy and Human Performance offers a Bachelor of Science degree in Human Performance. The degree program consists of 60 semester credit hours at the undergraduate upper level division. Typically, students enter the Human Performance Program in the fall of each year upon successful completion of all lower division general education and elective courses and completion of the Florida State University System (SUS) Common Prerequisite Courses. The (SUS) Common Prerequisite Courses for the Human Performance Program are outlined on the fact sheet available on the department website: <http://www.fgcu.edu/chp/pt/>. Contact the Department of Physical Therapy and Human Performance (239-590-7530) if you have additional questions about these requirements.

Begin now to make requests to all institution(s) of higher education attended, other than FGCU to have official transcripts forwarded to the Department of Physical Therapy and Human Performance. Be sure that these official transcripts are sent by the institution(s) soon enough to be received at FGCU and the Department of Physical Therapy and Human Performance by the February 1<sup>st</sup> deadline. **A transcript sent by a student is not an official transcript.**

The Human Performance program is currently seeking Limited Access status. If approved, limited access would mean that all students who meet the minimum admission requirements may not be admitted. Students are advised to talk with the CHP School of Health and Rehabilitation advisor early in the application process to become knowledgeable in the process. Written notification of the applicant's admission status will be mailed to the applicant. The deadline for submission of completed application materials is February 1<sup>st</sup>. **Incomplete applications and materials will not be considered.**

Requested application materials are enclosed. Please call the Department of Physical Therapy and Human Performance at (239) 590-7530 for additional information or assistance. Please look at our website: <http://www.fgcu.edu/chp/pt/> for further information about the Program, faculty, and students. We look forward to hearing from you!

Sincerely,

Sharon Bevins, Ph.D., PT  
Chair/ Associate Professor  
Department of Physical Therapy and Human Performance

Enclosures:

- ◇ Human Performance Admission Checklist
- ◇ Human Performance Portfolio Development Guidelines
- ◇ Human Performance Technical Standards Signature Form
- ◇ Physical Examination Form
- ◇ Present and Future Coursework Planning Form
- ◇ Prerequisite GPA Calculation Sheet
- ◇ Course Equivalent Substitution Form
- ◇ Immunization Requirements

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# ADMISSION CHECKLIST

## Human Performance Program Application

- A.** One of the following:
1. Mail the following items to the Florida Gulf Coast University (FGCU) Office of Admissions:

**Office of Admissions  
Florida Gulf Coast University  
10501 FGCU Blvd. South  
Fort Myers, FL 33965-6565**

- *An Application for Admission to Undergraduate Study*
- Official Transcripts
- \$30.00 application fee

**OR**

2. Currently be enrolled as a FGCU student

- B.** Make requests to your previous institution(s) of higher education to have your sealed, **OFFICIAL** transcripts forwarded to FGCU, College of Health Professions, Department of Physical Therapy and Human Performance. Be certain that transcripts are sent to FGCU soon enough to be received by the February 1<sup>st</sup> deadline.

- C.** Mail or submit the following completed items to the FGCU Human Performance Program, College of Health Professions, Department of Physical Therapy and Human Performance:

**College of Health Professions  
Department of Physical Therapy and Human Performance  
Human Performance Program  
Florida Gulf Coast University  
10501 FGCU Blvd. South  
Fort Myers, FL 33965-6565**

1. Human Performance Program Portfolio, which includes the following:
  - Cover Sheet
  - Resume
  - Responses to Sections 3 and 4 on the Human Performance Portfolio Development Guidelines
2. Submit the following Human Performance Application Forms:
  - Human Performance Technical Standards Signature Form
  - Present and Future Coursework Planning Sheet
  - Prerequisite GPA Calculation Sheet
  - Course Equivalent Substitution Form (if applicable)

**The deadline for submission of application materials is February 1<sup>st</sup>.**

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# ADMISSION PORTFOLIO DEVELOPMENT GUIDELINES

## Human Performance

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*These guidelines are designed to assist you in developing an application portfolio that represents your best attributes to the Department of Physical Therapy and Human Performance Admissions and Recruitment Committee. Please note that only **completed** application portfolios for the Human Performance program are accepted and sent forward to the Department of Physical Therapy and Human Performance Admissions and Recruitment Committee. Write your name and University Identification Number at the top of every item submitted. All writing in the portfolio must be your own original work.*

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### 1) COVER SHEET

- Name
- University Identification Number
- Mailing Address
- Phone Numbers (Home, Work, Cell)
- E-mail address

### 2) RESUME *Please include a resume that incorporates the following information:*

#### **Education History**

- Starting with the most recent institution first, list all post-secondary institutions attended (*dates attended, major, degrees if any*)
- List continuing education courses

#### **Employment History** Start with the most recent employer, and for each position held, include:

- Company/Agency name
- Description of agency (workplace, company, institution)
- Position and Responsibilities
- Length of employment
- Personal contributions to agency (describe significant achievements)
- Describe how this employment experience contributed to your growth

#### **Volunteer Activity**

- Agency/Organization name
- Description of agency/organization
- Position and Responsibilities
- Personal contributions to agency (describe significant achievements)
- Describe how this volunteer experience contributed to your growth

#### **Achievements**

- Awards/Honors
- Published Material
- Leadership Positions
- Involvement in professional and/or student organizations or honor societies

## Human Performance Portfolio Development Guidelines (Cont'd.)

### SECTIONS 3 & 4 :

Please answer each question separately. The total length of your answers for Sections 3 & 4 should be no more than six double-spaced typed pages. The Physical Therapy and Human Performance Admissions and Recruitment Committee will not review information beyond six pages for Sections 3 & 4. These sections must be typed in order to be readily legible. No smaller than 12 point font size will be accepted.

#### 3) PREPARATION FOR A CAREER IN HUMAN PERFORMANCE:

a. Based on your previous experiences:

- List** and **discuss** positive characteristics that you have observed in Human Performance professionals that you would associate with quality, caring, and professional service. **Explain** why you believe these are important characteristics.

- The role of a Human Performance professional encompasses many responsibilities. **List** and **discuss** ten responsibilities of a professional in the Human Performance field that you have observed.

b. **Summarize** your life experiences that have contributed to your interest in the Human Performance field as a career.

c. **Describe** talents, aptitudes, and gifts that you possess and **elucidate** how these will enhance your career in Human Performance.

d. **Discuss** your previous educational experiences **and** how your goals were met or not met.

#### 4) PREPARATION FOR BECOMING A HUMAN PERFORMANCE STUDENT AT FGCU:

There is a very diverse delivery of curriculum in the FGCU Human Performance program. The Program uses active learning strategies, with complementary computer-based learning activities.

a. **Discuss** your experience and/or willingness to participate in active learning strategies.

b. **Discuss** your experience and/or willingness to use technology for learning activities.

Department of Physical Therapy and Human Performance

Human Performance

TECHNICAL STANDARDS

SIGNATURE FORM

The Human Performance Program at Florida Gulf Coast University is a very intense program that requires the student to have the knowledge and physical ability to perform specific tasks. The technical standards listed below, established by Florida Gulf Coast University, represent the qualities and abilities the student must possess to succeed in the Human Performance Program.

1. Possess sufficient verbal and non-verbal communication skills that are necessary to communicate effectively within diverse situations and to people with different social and cultural backgrounds.
2. Demonstrate professional behaviors and standards needed to assimilate, analyze, and clearly process in a logical, practical manner to effectively implement proper care to the physically active or sedentary individual through the use of established protocols.
3. Demonstrate a calm demeanor during highly stressful/emergency situations and make sound judgments for the physically active or sedentary and the medical professional.
4. Ability to develop a rapport with fellow students, health care professionals, instructors, community site supervisors and other individuals to insure quality medical attention is achieved.
5. Ability to record information given by individuals such as athletes, medical personnel and instructors efficiently and accurately.
6. Sufficient strength, coordination, auditory perception, and sensory function to be able to perform physical assessments as well as position, transport and assist in the moving of an individual.

**The student may request accommodation to one or more of the standards to the office of Adaptive Services. The phone number is 590-7956.**

STUDENT NAME: \_\_\_\_\_ (Please print)

**I certify that I have read and understand the physical requirements and technical standards of the Florida Gulf Coast University Human Performance Program.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

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I certify that I have read and understand the physical requirements and technical standards of the Florida Gulf Coast University Human Performance program. I certify that the student named above is physically able to meet the technical standards listed above based on my physical examination.

\_\_\_\_\_  
Physician Name (Please print)

\_\_\_\_\_  
Physician Signature

\_\_\_\_\_  
Date



**STUDENT HEALTH CENTER**

Phone: (239) 590-7966  
 Fax: (239) 590-7968

**PHYSICAL EXAM FORM**

Name: \_\_\_\_\_ UIN#: \_\_\_\_\_

Height: \_\_\_\_\_ Weight: \_\_\_\_\_ lbs. Allergies: \_\_\_\_\_

Pulse: \_\_\_\_\_ BP: \_\_\_\_\_ Temp: \_\_\_\_\_ F° Age: \_\_\_\_\_

Eyes: Are glasses worn? \_\_\_\_\_ No \_\_\_\_\_ Yes

Visual Acuity: Right 20/\_\_\_\_\_ Corrected to 20/\_\_\_\_\_  
 Left 20/\_\_\_\_\_ Corrected to 20/\_\_\_\_\_

Ears: Is hearing normal? \_\_\_\_\_ No \_\_\_\_\_ Yes

	Normal ( )	Abnormal ( )	Not Examined ( )	Comments
Skin .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Eyes, Head .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Ears, Nose/Sinuses .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Throat .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Thyroid/Neck .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Teeth/Mouth .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Lymph Nodes .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Lungs and Chest .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Heart .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Pulses .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Abdomen .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Extremities/Joints .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Spine .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Neurologic/DTRs .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Hernia Exam .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____
Genitals .....	Normal ( )	Abnormal ( )	Not Examined ( )	_____

Chemistry Profile: \_\_\_\_\_

CBC & Diff: \_\_\_\_\_

Urinalysis: \_\_\_\_\_

Signature: \_\_\_\_\_ ARNP/MD

Date: \_\_\_\_\_

## Present and Future Course Work Planning Sheet

### COLLEGE/UNIVERSITY RECORD

List all college/university-level courses in which you are *presently enrolled*.  
Please note that enrollment in the program is contingent upon you providing official  
documentation of completion of courses listed as admission requirements.  
*(Attach a separate sheet if necessary.)*

Course Title & Course Number	College or University	Sem./Qtr. Hours	From      To	
			Mo./Yr.	Mo./Yr

List any college/university-level courses not listed above that you *expect to complete prior to the first class day*.  
Please note that enrollment in the program is contingent upon you providing  
official documentation of completion of courses listed as admission requirements.  
*(Attach a separate sheet if necessary.)*

Course Title & Course Number	College or University	Sem./Qtr. Hours	From      To	
			Mo./Yr.	Mo./Yr

### CERTIFICATION

I certify that all information provided on this application is true and correct to the best of my knowledge. I also pledge on my honor that all application materials were authored solely by me in accordance with this certification statement. I acknowledge that any misrepresentation of information will nullify my application for admission, and if enrolled, will result in disciplinary action, which may include dismissal from the College of Health Professions and/or the University.

Signature \_\_\_\_\_ Date \_\_\_\_\_

The Human Performance program is currently seeking Limited Access status. If approved, limited access would mean that all students who meet the minimum admission requirements may not be admitted. Students are advised to talk with the CHP School of Health and Rehabilitation advisor early in the application process to become knowledgeable in the process.

**Department of Physical Therapy and Human Performance**

College of Health Professions  
Florida Gulf Coast University

# PREREQUISITE GPA CALCULATION SHEET

The following are instructions for calculating the prerequisite grade point average (GPA). These instructions apply to all institutions that use a 4-point scale. Courses in which you earned a “Pass/Fail”, “Satisfactory/Unsatisfactory”, or “Incomplete” do not generate grade points, so do not include them in your calculation. Please complete the table below:

1. indicate the institution at which you took the prerequisite course in the column, “College/University”
2. if you have not yet completed a course, add no information to that line and move down to the next course
3. if you have written approval from the Department of Physical Therapy and Human Performance at FGCU for a course to serve as an equivalent to one of these prerequisites, write in the course prefix number for the course being used as the equivalent in the space following the related prerequisite course (for example ~~BSC 1010~~ BIO 101), and fill in the appropriate information for the equivalent course
4. indicate the earned semester credit hours for the course in the column, “Credit Hours”
5. indicate the earned letter grade for the course in the column, “Letter Grade”
6. indicate the value of the grade\* for the course in the column, “Grade Value”
7. multiply the number of credit hours by the grade value for that course and place the value of the product in the column, “Grade Points”
8. if a course has a separate credit (and grade) allocation for the lecture and lab, use both lines for that course (lecture on one line and lab on the other). If the lecture and lab are combined in the credit (and grade) allocation, use only the first line
9. add the figures in the column, “Credit Hours” and indicate the total
10. add the figures in the column, “Grade Points” and indicate the total
11. divide the total number of grade points by the total number of credit hours and indicate the “Grade Point Average”.

Grade*	A+	A	A-	AB	B+	B	B-	BC	C+	C	C-	CD	D+	D	D-	DF	F
Value	4.0	4.0	3.7	3.5	3.3	3.0	2.7	2.5	2.3	2.0	1.7	1.5	1.3	1.0	0.7	0.5	0.0

Special Notes: If your institution used a 3.0 or 5.0 scale, a Pass/Fail system, numeric grades such as percentages or points, or uses a quarter instead of a semester system, this form does not apply. In these cases FGCU Office of Admissions will be asked to determine the GPA, and you do not need to complete this form.

Course (or FGCU equivalent)	College/University	Semester/ Year	Credit Hours	Letter Grade	Grade Value	Grade Points
<b>BSC X085</b> <b>Anatomy &amp; Phys. I</b>						
<i>Lab:</i>						
<b>BSC X086</b> <b>Anatomy &amp; Phys. II</b>						
<i>Lab:</i>						
<b>CHM 045C</b> <b>Gen. Chemistry I</b>						
<i>Lab:</i>						
<b>HSC 2577</b> <b>Human Nutrition</b>						
<b>PSY X012</b> <b>Gen Psych.</b>						
<b>STA 2XXX</b> <b>Statistics</b> or <b>MAC 1147</b> <b>Pre-calculus</b>						
<b>MAC 1105 or higher</b> <b>College Algebra</b>						
<b>Totals</b>				<b>NA</b>	<b>NA</b>	
	<b>Grade Point Average:</b>					

## COURSE EQUIVALENT SUBSTITUTION FORM

(if applicable)

**Instruction to the Applicant:**

A request for any course to be accepted as a substitute for a prerequisite or required course must be made in writing to the Department of Physical Therapy and Human Performance. In order to request that a course be reviewed for equivalency to one of the prerequisite or required courses, an applicant/student must:

1. Submit in writing a letter directed to the Department of Physical Therapy and Human Performance Admissions and Recruitment Committee explaining the request.
2. Complete Part I of this form with your request, including specification of the prerequisite or required course, identification of the course being suggested as an equivalent to the prerequisite or required course with the course number, course title, and institution where the course was taken
3. Attach to this form a copy of the course description from the course catalog for the course being suggested as an equivalent to the prerequisite or required course.
4. Attach to this form a copy of the course syllabus for the course being suggested as an equivalent to the prerequisite or required course.

These materials are reviewed by FGCU faculty and a decision about course equivalence is made by the Department of Physical Therapy and Human Performance. The applicant/student is notified in writing of the decision.

**PART 1: (To be filled out by the applicant)**

Applicant's/Student's Name: \_\_\_\_\_ University Identification Number: \_\_\_\_\_  
Applicant's/Student's Request: \_\_\_\_\_

\_\_\_\_\_

Prerequisite or Required Course: \_\_\_\_\_

Suggested Equivalent Course: \_\_\_\_\_  
(course number and title)

\_\_\_\_\_

(institution where course was completed)

**(Please DO NOT write below this line)**

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**PART 2: (To be filled out by Department of Physical Therapy and Human Performance Admissions and Recruitment Committee)**

The applicant/student has had the equivalent of \_\_\_\_\_  
(prerequisite course)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(FGCU faculty member reviewing the course equivalence)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Chair, Department of Physical Therapy and Human Performance)

One copy of this completed form will be provided to the student, a second copy placed in the applicant's/student's file, and a third copy is kept in a central Department of Physical Therapy and Human Performance file.

# IMMUNIZATION REQUIREMENTS

Immunizations listed below are required prior to beginning the Human Performance Program. The Human Performance Program requires additional immunizations above and beyond University Requirements. Official documentation (copies of medical records) must be provided for all immunizations listed below.

A. University required immunizations (prior to registration):

\_\_\_\_\_ Positive Rubella (German Measles) Titer Test or Immunization

\_\_\_\_\_ Positive Rubeola (Measles) Titer Test or Immunization

B. Human Performance Program required immunizations and screening tests (prior to registration):

\_\_\_\_\_ Positive Varicella (Chicken Pox, Herpes Zoster) Titer Test or Immunization

\_\_\_\_\_ Current Tetanus booster (must be "Td" within 10 years)

\_\_\_\_\_ Mantoux TB screening test within 1 year of application and yearly thereafter

*A positive Mantoux test result must be followed up with a chest x-ray and verification of inactive status*

\_\_\_\_\_ Hepatitis B (HB) Vaccine series (series of 3 immunizations at 0, 1, and 6 months) and positive titer results *(A student signed waiver for the Hepatitis B Vaccine series is also accepted by the Department of Physical Therapy and Human Performance but may exclude you from working at certain Community Sites due to requirements of individual sites.)*

The following are also required:

Completed Physical Exam (Form must be completed by Physician)

Completed Technical Standards Form (Must be completed by a Physician)