

## WELCOME LETTER!

Dear Applicant,

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 program consists of 60 semester credit hours at the undergraduate, upper division level. Students seeking admission to the Human Performance Program should apply and be accepted to FGCU prior to submission of application materials.

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 department website at <http://www.fgcu.edu/CHP/PT/HPBS/degreq.asp>. If you have questions about these requirements, please contact the College of Health Professions advising office at (239) 590-7495.

Begin now to make requests to all institution(s) of higher education attended, other than FGCU, to have your official transcripts mailed to you. Upon receipt of transcripts, do not open the original sealed envelope. If the seal is broken, transcript will not be considered official and will not be accepted. Official Transcripts should be included with application materials submitted to the Human Performance Program.

For priority consideration all application materials need to be submitted by February 1<sup>st</sup>. Written notification of the applicant's admission status will be mailed to the applicant. **Incomplete applications and materials will not be accepted.**

Please visit our website: <http://www.fgcu.edu/chp/pt/hpbs> for additional information about the Program, faculty, and students. We look forward to hearing from you!

Sincerely,

Sharon Irish Bevins, PhD, PT  
Chair/ Associate Professor  
Department of Physical Therapy and Human Performance

## FALL 2012 HUMAN PERFORMANCE APPLICATION

### BIOGRAPHICAL INFORMATION

_____	_____	_____	_____
Last Name	First Name	M.I	University Identification Number
_____		_____	_____
Mailing Address		City	State Zip Code
(_____)_____	(_____)_____	_____	
Home Phone	Cell Phone	E-mail address	

### APPLICATION CHECKLIST

**If currently enrolled as an FGCU student complete section B only. If not enrolled as an FGCU student, please complete sections A and B below.**

#### OFFICE USE ONLY

- \_\_\_\_\_: Completed **A.** If currently not enrolled as a Florida Gulf Coast University (FGCU) student, apply and be accepted to FGCU by February 1<sup>st</sup> <http://www.fgcu.edu/admissions.asp>
- \_\_\_\_\_: Completed **B.** Complete and submit the following items to the FGCU Human Performance Program
- \_\_\_\_\_: Completed 1. Human Performance Application Checklist
- \_\_\_\_\_: Completed 2. Official transcripts from all institutions attended (except FGCU) submitted with application (only original, unopened transcripts will be considered official and is in addition to transcripts submitted for admission to FGCU)
- \_\_\_\_\_: Completed 3. Human Performance Program Portfolio, which includes the following:
- Resume
  - Responses to Section 2 and Section 3 on the Human Performance Portfolio Development Guidelines
- \_\_\_\_\_: Completed 4. Submit the following Human Performance Application Materials:
- Human Performance Technical Standards Signature Form (signed by physician) (page 5)
  - Physical Exam Form (signed by physician) (page 6)
  - Present and Future Coursework Planning Sheet (page 7)
  - Prerequisite GPA Calculation Sheet (page 8)
  - Course Equivalent Substitution Form (if applicable) (page 9)
  - Proof of completion of Immunization Requirements (page 10)

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

**These materials (Section B) should be submitted to:**

**Florida Gulf Coast University  
College of Health Professions  
Attn: CHP Advising Office  
10501 FGCU Blvd South  
Fort Myers, FL 33965-6565**

**PLEASE REMEMBER TO RETAIN A COPY OF ALL MATERIALS FOR YOUR RECORDS**

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# ADMISSION PORTFOLIO DEVELOPMENT GUIDELINES

## Human Performance

*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.***

**1) 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 (Continued)

### SECTIONS 2 and 3:

Please answer each question separately. The total length of your answers for **Sections 2 and 3** 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 2 and 3**. These sections must be typed in order to be readily legible. No smaller than 12 point font size will be accepted.

#### 2) 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.

#### 3) 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.

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# TECHNICAL STANDARDS SIGNATURE FORM

## Human Performance

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 FGCU Office of Adaptive Services. The phone number is 239-590-7956.**

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 reported as normal? \_\_\_\_\_ No \_\_\_\_\_ Yes

**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 ( )	_____

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

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

Name: \_\_\_\_\_

UIN: \_\_\_\_\_

# PRESENT / FUTURE COURSEWORK PLANNING SHEET

## Human Performance

### 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 \_\_\_\_\_

Name: \_\_\_\_\_

UIN: \_\_\_\_\_

## PREREQUISITE GPA CALCULATION SHEET

### Human Performance

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 1010C~~ 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/Yr	Credit Hours	Letter Grade	Grade Value	Grade Points
<b>BSC X085C</b> <b>Anatomy &amp; Physiology I</b>						
<i>Lab:</i>						
<b>BSC X086C</b> <b>Anatomy &amp; Physiology II</b>						
<i>Lab:</i>						
<b>BSC 1010C</b> <b>General Biology I</b>						
<i>Lab:</i>						
<b>BSC 1011C</b> <b>General Biology II</b>						
<i>Lab:</i>						
<b>CHM X045C</b> <b>General Chemistry I</b>						
<i>Lab:</i>						
<b>CHM 1046C</b> <b>General Chemistry II</b>						
<i>Lab:</i>						
<b>HSC 2577</b> <b>Human Nutrition</b>						
<b>MAC 1147</b> <b>Pre-calculus</b>						
<b>PSY X012</b> <b>General Psychology</b>						
<b>Totals</b>				NA	NA	
	<b>Grade Point Average:</b>					

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

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

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

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

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

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

### Human Performance

Immunizations, Screening tests and Vaccines listed below are required prior to entering the Human Performance Program. The Human Performance Program requires additional immunizations above and beyond University Requirements. Official documentation (medical records) must be provided for all immunizations (*see note regarding HebB series requirements*) listed below and **must** be provided with your application to the program.

A. University required immunizations (upon submission of FGCU application):

- Positive Rubella (German Measles) Titer Test **OR** Immunization
- Positive Rubeola (Measles) Titer Test **OR** Immunization

B. Human Performance Program required immunizations and screening tests:

- Positive Varicella (Chicken Pox, Herpes Zoster) Titer Test **OR** Immunizations
- Current Tetanus booster (must be "Td" within 10 years)
  - *Must remain current while enrolled in Human Performance Program*
- Mantoux TB screening test within 1 year of application and yearly thereafter
  - *Must remain current while enrolled in Human Performance Program*
  - *A positive Mantoux test result must be followed up with a chest x-ray and/or verification of inactive status*
- Hepatitis B (HB) Vaccine (series of 3 immunizations at 0, 1, and 6 months) **AND** positive titer results
  - *The series of 3 immunizations must be completed at 0, 1 and 6 months*
  - *A positive titer following the immunizations is required in addition to the series of 3 vaccines*
  - *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 Clinical Sites due to requirements of individual clinics*
  - *Students **applying** to the Program must have proof of first vaccine included with their application to the Human Performance Program*
  - *Students **entering** the Human Performance Program must have completed all vaccines and titer or completed a waiver form prior to entering the program.*

**It is important that you retain a copy of all information submitted to the Department of Physical Therapy and Human Performance for your personal records and for future use in the Human Performance Program.**