**Application Guidelines**

All Athletic Training Education students must apply for advanced standing after completing appropriate coursework and health information. Advanced standing is required to continue formal athletic training clinical education experiences. To apply for advanced standing, students must:

 - Maintain an overall GPA of 2.50

 - Maintain a GPA of 2.7 in ATR coursework.

- Complete KPE 100 and KPE 250 with a minimum of a B-

* Complete 10 hours of observation through KPE 100
* Submit your original ATS Reflections from KPE 100
* Complete KPE 250 First Aid and Emergency Care Notebook
* Essay
* Background and Figure Print Checks
* Submit all Health Requirements, including:
	+ Physical Exam and Proof of Immunizations signed by appropriate medical provider
	+ Technical Standards
	+ OSHA training
	+ Current CPR Card

- Submit application to athletic training education program director.

**Competitive Admission into the Athletic Training Education Program**

Admission into the Athletic Training Education Program is competitive. Athletic Training Student applies for formal acceptance after completing KPE 100 and KPE 250. S/he is notified by the Program Director that s/he is eligible to apply, how to proceed with the application, and the application deadline.

**Transfer students** must meet all of the above criteria. They must complete KPE100 Introduction to Athletic Training. They must complete KPE 250 Prevention and Care of Sports Injuries including all clinical skills with a UMaine ATR instructor prior to applying for candidacy. No Clinical Course skills or hours from another institution are acceptable as part of UMaine’s ATEP. All transfer students must successfully complete a minimum of 2.5 years in UMaine’s ATEP.

Students are not guaranteed admission into the program due to limited seating. All application materials will be evaluated by an application committee and applicants will be ranked in order based upon the candidacy criteria. The highest ranking athletic training student candidacy applicants will be offered admission to the professional aspect of the program based on available positions. If the candidacy application numbers are the same and there are not enough cohort seats, those with the lowest application rubric score will be selected by highest overall GPA score. Even though Candidacy applicants may meet all the criteria, they may be denied admission due to their rank order. Students can re-apply.

 Students who do not meet the GPA requirement may be admitted on a probationary contract if there are seats available. That student will be under contract. If the student does not meet the contractual agreement by the designated date, that student will be removed from the program. The student can reapply for candidacy once all criteria are met.

**Application Guidelines**

1. Your application packet must be typed, tabbed, and paginated.
2. Include a Table of Contents.
3. Include a brief cover letter explaining what you are submitting.
4. Your final application packet must be **spiral bound**.
5. Any applications not meeting these requirements will be returned to the sender.

**Section 1 – Academic Transcript (Official Copy)**

The student must submit an official academic transcript from each college or university that he or she has attended. A copy of your transcript can be requested from the Office of Student Records. A MaineStreet transcript is not acceptable.

Highlight the following courses and grades:

KPE 100 Introduction to Athletic Training

KPE 250 First Aid and Emergency Care

You must have a minimum of a B- in both courses to progress to KPE 201Athletic Training Clinical Skills 1.

**Section 2 - Observation Experience Reflections and Hours Log**

The student must submit a copy of AT Observation Hours and all Reflections and completed grading rubrics.

5 preceptor signed hours and two graded Reflections are the standard.

**Section 3 – KPE 250 First Aid and Emergency Care Notebook**

The student must submit the KPE 250 Notebook. All KPE 250 students submit a notebook containing study notes, handouts, quizzes, tests, and lab assignments.

**Section 4 – Bloodborne Pathogen Training**

The student must submit proof of successfully completing Bloodborne Pathogen Training from KPE 100 Introduction to Athletic Training or from some other OSHA approved training session. Proof can be a completed test or proof of certification.

**Section 5 - An essay explaining why you want to be an Athletic Trainer.**

This essay is a way for you to convey your interest in athletic training. Include experiences and individuals who have influenced your career choice. You will be graded on grammar, clarity of writing, organization of the paper, and spelling.

**Section 6 - Background check and Fingerprinting**

See quote from the COEHD in the cover letter. If you have another method of attaining this, that is fine.

**Section 7 – Health Packet**

This section must include each of the following:

1. The student must have a current physical examination signed by a medical professional. This is a CAATE standard so if possible, have your primary care physician, or their office, sign the physical examination. This exam verifies that the student is capable of meeting the Technical Standards for this academic program.
2. The student must submit documentation of the hepatitis B vaccination, proof of starting the vaccination process or a signed waiver releasing the program of any or all liability.
3. The student must include proof of immunizations **signed by a medical professional (i.e., MD, DO, RN, FNP)**
4. The student must sign the Technical Standards Contract that states the student is physically and mentally able to fulfill his/her duties as an athletic training student**. Read and sign the appropriate section.** If you need accommodations, sign that area. If you do not need accommodations, sign the other area.
5. The student must submit a current CPR card showing both sides (signature of instructor as well as Renewal date).
6. Submit your completed application to Christopher Nightingale, Athletic Training Program Director. Remember to follow the Guidelines – spiral bound, table of contents, tabbed, page numbers. You can get your application spiral bound at office supply stores such as Office Max or Staples.

Mailing Address: Christopher Nightingale EdD, ATC

 5740 Lengyel Hall – Room 112

 University of Maine

 Orono, Maine 04469-5740

**Check Sheet for ATS Admissions to Athletic Training Program**

This is for your use and is not part of the Application Packet

1. Official copy of Academic Transcript
2. Successful completion of KPE 100 (B- or better)
3. Reflection essays from KPE 100
4. Proof of Supervised hours (5 from KPE 100)
5. Successful completion of KPE 250 (B- or better)

6. Proof of Bloodborne Pathogens Training

7. Essay

8. Health Information

* + 1. Documentation of Hepatitis B vaccination
		2. Proof of current immunizations
		3. Physical Examination
		4. Technical Standards Contract
		5. Current CPR Certification

 9. Table of Contents, all pages numbered, each section tabbed, and spiral

 bound.