



"Think. Work. Serve."

Department of Physical Therapy

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MEMORANDUM

TO: Incoming Doctor of Physical Therapy (DPT) Students

FROM: Dr. Ronald De Vera Barredo, Professor and Chair
Department of Physical Therapy

DATE: November 28, 2016

RE: Informational Letter – Eleven Things to Know and Do!

Welcome, DPT Class of 2020!

This correspondence provides you with some information as you prepare for your first semester in the program. Please read the following information carefully.

1. **Registration** – You should be receiving your official correspondence from the Graduate School soon. Included with the correspondence is step-by-step information on registration. Please follow those procedures accordingly. Registration for summer is from April 3 to May 29, 2017. Classes begin June 5, 2017.
 - You need to register for the following summer courses: PHTH 5360 Gross Anatomy (6 credits), PHTH 5380 Introduction to Physical Therapy (1 credit), and PHTH 5330 Psychosocial Behavioral Issues (2 credits).
 - Your official correspondence from the Graduate School should have your **T Number**. This is the student number you will need to use for registration.
 - Remember that **registration = payment**. If you have registered but have not paid (for example, because of problems or delays with Financial Aid), then your name will be purged from the system. You would have to register again and may have to pay a late fee.

2. **Proof of Immunization** – You will not be allowed to register until proof of immunization is received by the university health center. Information about this requirement along with the required forms are found at: http://www.tnstate.edu/campus_life/healthservices.aspx. Do not send your forms to us. Send them to Student Health Services, whose address is listed on the link provided.
3. **Financial Aid** – You should apply for financial aid by completing the FAFSA. Here is the link for more information http://www.tnstate.edu/financial_aid/. Please note the following when you apply for FAFSA:

- FAFSA for 2016-2017 covers Fall 2016, Spring 2017 and Summer 2017.
- FAFSA for 2017-2018 covers Fall 2017, Spring 2018 and Summer 2018.

Please stay on top of your application and visit the FA office in person or keep calling to make sure everything has been received and processed. The number for Financial Aid is (615) 963-5701.

4. **Essential Functions** – For a clinical practicum, students in the program are required to perform the following essential functions whether unaided or with reasonable accommodation:
 - Critical thinking ability sufficient for clinical judgment;
 - Interpersonal abilities sufficient to interact with individuals, families and groups from a variety of social, emotional, cultural, and intellectual backgrounds;
 - Gross and fine motor abilities sufficient to provide safe and effective physical therapy care;
 - Auditory abilities sufficient to monitor and assess health needs;
 - Visual acuity sufficient for observation and assessment necessary in physical therapy care;
 - Tactile ability sufficient for physical assessment and treatment;
 - Physical ability to assist moving, transferring and ambulating patients who have physical impairment or dysfunction.

If you are unable to perform these essential technical functions, you have the right to request reasonable accommodations from Disabled Student Services at the following link: <http://www.tnstate.edu/disabilityservices/> in accordance with TSU's disability policy as described in the Tennessee State University Student Handbook.

5. **Class Email Address** – The program has established an email address for your class. Correspondences from faculty and other DPT classes will go directly to that email address. Each student is responsible for accessing this email for any new information. Feel free to use the email to communicate between and among you. Please do not delete any emails received

to this account, as it will be permanently deleted from the system and other students may miss it. The email address and password is as follows:

Email address: tsudpt20@gmail.com
 Username: tsudpt20
 Password: Nashville20

If you would like to communicate with other students in the program regarding housing and other logistical details, their email addresses are as follows: Class of 2018 – upcoming third year students starting summer 2017 (tsudpt18@gmail.com), Class of 2019 – upcoming second year students starting summer 2017 (tsudpt19@gmail.com).

6. **Beginning of Class and Orientation** – Classes begin Monday, June 5, 2017, at Clement Hall Room 370. The morning session will be an orientation session that begins at 8:00 AM and ends at 1:00 PM. Advisement information will be provided during the orientation session. The afternoon session will be the start of your anatomy course. Dr. Kevin Lawrence and Dr. Derek Charles will provide you details of the afternoon session.
7. **Residency Information** – For residency requirements, refer to the following link: http://www.tnstate.edu/graduate/documents/Residency_Classification.pdf
8. **Faculty Information** – For your first semester in the program, you will be having the following courses and instructors:

Number	Course Name	Course Instructors
PHTH 5360	Gross Anatomy	Dr. Kevin J Lawrence (klawren2@tnstate.edu) and Dr. Derek Charles (dcharles@tnstate.edu)
PHTH 5380	Intro to Physical Therapy	Dr. David Lehman (dlehman@tnstate.edu)
PHTH 5330	Psychosocial Behavioral Issues	Dr. Ronald Barredo (rbarredo@tnstate.edu)

Note: Your course instructors will be emailing important course information to your class email address, which includes the textbooks needed for the course and—for anatomy—the supplies and equipment needed for the cadaver lab. If you have not received any emails from them, please email them directly.

9. **Graduate Assistantships** – Traditionally, the program has two graduate assistantships. Graduate assistantships begin in the fall, not the summer. More information will be provided closer to the end of June 2017 or the beginning of July 2017.
10. **Undergraduate Transcripts** – In order for your file to be deemed complete, the Graduate School should have a hard copy of your undergraduate transcript with “degree awarded” information included in the transcript. You should hear from either the graduate assistant or our Admin Assistant, Ms. Brittany Price regarding whether or not we need one from you.

11. For Students on Conditional Admission – In order for you to register for summer, please make sure that you have met the conditions for admission.

- If you are taking *prerequisite courses* this spring semester, you should have successfully completed the course AND mailed an official transcript to the PT department by regular registration. Otherwise, you will not be able to register.
- If you are completing your *undergraduate degree* this spring semester, you should have successfully completed your degree AND mailed an official transcript to the PT department by regular registration. Otherwise, you will not be able to register.

Note: Transcripts should be sent to the following address:

Tennessee State University
Department of Physical Therapy
3500 John A. Merritt Blvd., Campus Box 9564
Nashville, TN 37209-1561