Occupational Therapy Application Procedure for Current or Former WVU Students

1. Click on the application link on the OT web page medicine.hsc.wvu.edu/ot.
2. Create your account and login or use your existing PIN and password to login. Keep track of your PIN.

**NOTE: If you have a bachelor’s degree already DO NOT FILL OUT THE GRADUATE APPLICATION. CONTINUE WITH THESE DIRECTIONS.**

1. Read and agree to the Terms of Use and Privacy Policy.
2. Click start application.
3. Read all information and click start application.
4. Enter all information under the **Person Information** section. For the **Main Contact Information** and **Emergency Contact Information** sections, you may enter just the fields with an \* by it. These are required fields and even though you have completed them when you first applied to WVU, you must fill them out again.

**NOTE: If it’s been several years since you have been here, you should complete all items even if not required.**

1. **IMPORTANT:** For the **Enrollment Information Section,** select **Internal Applicant UNLESS YOU HAVE COMPLETED A BACHELOR’S DEGREE. If you have completed a bachelor’s degree select Second Degree.**
2. Select Occupational Therapy as your Intended Major and summer 2018 as the Term/Year you are applying. Complete all other information in this section.
3. Complete all information under the **Health Sciences Applicant** section and the **Personal Statement** section.
4. Complete all information under the **Occupational Therapy Supplemental Documents** section. These forms can be uploaded or hand delivered to Melvin King at 8701 HSC South.
5. Complete the **Additional Information** section and **Statement of Applicant** section.
6. Submit application.