NEW YORK
MEDICAL COLLEGE
A MEMBER OF THE TOURO COLLEGE AND UNIVERSITY SYSTEM
School of Health Sciences and Practice
and
INSTITUTE OF PUBLIC HEALTH

Agreement for Early Acceptance into the Doctor of Physical Therapy Program in the School of Health Sciences and Practice at New York Medical College

This Agreement is made this 20th day of June, 2019, by and between **THE CITY UNIVERSITY OF NEW YORK on behalf of LEHMAN COLLEGE ("Lehman College")**, located in Bronx, NY and **NEW YORK MEDICAL COLLEGE ("NYMC")**, a New York State not-for-profit corporation with offices located at Valhalla, New York, 10595.

WHEREAS, NYMC, an accredited teaching institution, provides academic degree and certificate programs in the health sciences field through its School of Health Sciences and Practice ("SHSP"), including a Doctor of Physical Therapy ("DPT") program in the Department of Physical Therapy ("Department");

WHEREAS, Lehman College, an accredited teaching institution, provides undergraduate degree programs in a number of fields and has undergraduate students who may be interested in doctoral studies in physical therapy immediately after their graduation from Lehman College;

WHEREAS, for their mutual benefit, NYMC and Lehman College hereto desire to cooperate and work jointly to identify students at Lehman College with such interest for application to and possible enrollment in SHSP's DPT program at NYMC;

NOW, THEREFORE, in consideration of the terms, conditions and covenants contained herein, the parties agree as follows:

A. OVERVIEW

The goals of the early acceptance agreement are to identify students with an interest and aptitude for doctoral study in physical therapy, and to help these students prepare for Doctor of Physical Therapy study in the Department of Physical Therapy in the SHSP at NYMC. Counseling of undergraduate students involves a combined effort of faculty members at both Lehman College and the SHSP.

The agreement benefits Lehman College by providing a formal mechanism for the counseling and mentoring of undergraduate students by the Department of Physical Therapy to promote the early acceptance of qualified students into a highly respected doctoral program. The agreement benefits the Department through early contact and communication with potentially qualified applicants.

Lehman College's Pre-Health Evaluation Committee ("PHEC") is responsible for identifying and recommending students for consideration for early acceptance. The final decision to accept or not accept a student is made by the SHSP Admissions Committee.

Any undergraduate student wishing to be considered for early acceptance into the program must contact and work with the PHEC, rather than work independently with the Department or the SHSP Admissions Office.

NYMC does not place a limit on the number of candidates Lehman College may recommend for early acceptance. Thus, competition between students need not exist within Lehman College.

B. GENERAL DESCRIPTION OF EARLY ACCEPTANCE

Students utilizing the early acceptance process will apply and may be accepted by the Department of Physical Therapy prior to the processing of the applications of the general population.

1. Process for Early Acceptance

The PHEC is encouraged to identify for participation in the Early Acceptance agreement, students who are both interested in and qualified following the completion of the freshman year of study. The PHEC should notify the chair of the Department of Physical Therapy in the SHSP by e-mail or written letter. The PHEC and the chair will counsel undergraduate students collaboratively, to ensure that all admission requirements are completed. Prior to the beginning of the Senior year, the PHEC will formally recommend by written letter to the SHSP admissions office the students to be considered for early acceptance.

Students will apply to the program through the Physical Therapy Centralized Application Service (PTCAS) by September 30th of the year preceding matriculation. Student will be scheduled for an Interview Day at NYMC by

December 1st of that preceding year. Within two weeks of the completed interview the admissions committee will notify the student of an admissions decision: Acceptance, Waiting List, or Rejection. Contingent upon a favorable decision from the admissions committee, the student will be given a provisional early acceptance. Provisional early acceptance is contingent upon the student's completion of all remaining undergraduate course work at a level comparable to their earlier course work, completion of all other admission requirements, and the submission of a final transcript indicating degree completion and date.

To confirm a place in the class, students will:

a) notify Lehman College of their acceptance,
b) submit within 30 days of the date of acceptance a nonrefundable deposit of $500 that will be applied towards the first year of graduate study,
c) notify all other physical therapy programs to which applications were submitted that they are withdrawing their application due to acceptance at NYMC,
d) notify NYMC that they have withdrawn all applications to other physical therapy programs, and
e) complete all other procedures required of students accepted by the program at NYMC.

C. QUALIFICATIONS FOR RECOMMENDATION AND EARLY ACCEPTANCE

1. Standards for Recommendation

The Early Acceptance agreement is a special consideration for particularly strong undergraduate students. The agreement is not intended for candidates who show inconsistent academic performance or who struggle to meet the acceptance standards.

The academic and non-academic standards established by Lehman College for recommendation must meet or exceed the following standards of New York Medical College:

a. Graduate Record Examination

Scores on the Verbal, Quantitative, and Analytical Writing sections of the Graduate Record Examination (GRE) must meet or exceed the minimal program standards listed on the Physical Therapy Centralized Application Service (PTCAS) program page for New York Medical College.

b. Grade Point Average (GPA)

3.2 and above in:

Overall Cumulative GPA
Combined Science and Math GPA

Prerequisite GPA

GPA is calculated by the Physical Therapy Centralized Application Service (PTCAS) as follows:

The grades of ALL courses are included. Retaking a course does NOT eliminate that course grade from the GPA calculation.

Overall Cumulative GPA includes all undergraduate, graduate, and professional courses.

Science GPA includes anatomy and physiology, biology, chemistry and physics courses. Note that Psychology courses are not included in this GPA.

Combined Science and Math GPA includes all courses in the science GPA, plus math courses.

Prerequisite GPA is based on the courses identified as core PT prerequisites by the applicant in the coursework section. Core PT prerequisites may differ from program-specific course requirements. PTCAS does **not** verify that applicants have properly matched a college course to the correct prerequisite.

c. Course Grades

No grade below C+ in any prerequisite course, including the initial grades of courses that are retaken. No more than one grade of C+ in prerequisite courses.

d. Letters of Recommendation (3)

Strong Letters of Recommendation by:

i) **One faculty member** (letters must be from a college professor of psychology or the sciences who can attest to the applicant's academic competency for graduate study in physical therapy)
ii) **PHEC**
iii) **One physical therapist**

e. Physical Therapy Experience

Evidence of at least 100 total hours of volunteer/work experience across two or more physical therapy settings under the direct supervision of a physical therapist. It is preferred that these settings serve patient populations with a variety of medical diagnoses.

f. Life Experiences

Evidence of life experiences outside of the classroom setting that demonstrate personal attributes including leadership, critical thinking, and service to others. Examples include study abroad, participation in

intercollegiate sports teams/university organizations, student governance, volunteer service at community groups and events.

g. Academic readiness:

i) Special academic experiences or challenges (i.e., a particularly difficult major or elective courses, extra experience in research laboratories, study abroad, etc.);
ii) Above-average skill in writing, as demonstrated by the written personal statement and by grades in writing-intensive courses; and
iii) Awareness of problem-based learning methodology and evidence of having the attributes necessary to succeed in a problem-based curriculum (i.e., self-direction, discipline, strong problem-solving abilities, willingness and ability to work in groups).

h. Professional readiness.

i) Students must clearly express their reasons for wanting to become a physical therapist, and explain how their decision is based on a sound appraisal of their personal characteristics.
ii) One of three required recommendation letters must be from physical therapists with whom students have worked in a volunteer or paid capacity. Therapists must be able to attest to the students' personal and professional attributes and competency for study and future practice in physical therapy.
iii) Students must provide evidence of leadership, a strong work ethic, and a caring personality. These are demonstrated through the written personal statement, letters of recommendation, and the interview.
iv) Students must provide evidence of the attributes of maturity, responsibility, and service to others through life experiences and achievements.

2. Undergraduate Majors and Coursework

The Department of Physical Therapy enjoys a wide diversity in the academic and life experiences that students bring to the DPT program. The typical applicant has historically had an undergraduate major in biology, chemistry, psychology, exercise science, or other science areas. Highly dedicated students with majors as varied as dance, education, physical education, business, and the humanities have also performed well in their graduate studies. Although no one undergraduate major or course of study is preferable, physical therapy is an applied science that requires an aptitude in foundational sciences.

Applicants should have an academic record that includes a balance of course work in the humanities, social sciences, and natural sciences, including

competency in English composition. The following **prerequisites,** required for admission, should all be taken at Lehman College. Prerequisites taken at an alternate university must be approved by the admissions committee of New York Medical College:

- **Biology** (one General or upper-level course with lab*)
- **Physics I** and **Physics II** (each with lab*)
- **Chemistry I** and **Chemistry II** series (each with lab*)
- **Anatomy & Physiology I** and **Anatomy & Physiology II** series (each with lab*), OR **Anatomy** (one course with lab*) and **Physiology** (one course with lab*). Human Anatomy is recommended, but not required.
- **Psychology** (two courses; physiological or human systems courses preferred)
- **Mathematics** (one course)
- **Statistics** (one course)

* All labs must be on campus, in-person labs; online labs are not permitted.

D. EARLY ACCEPTANCE PROCEDURES

The **PHEC** will:

1. Identify students who are interested in a career path in physical therapy, and advise those students in their undergraduate coursework.

2. Notify the chair of the Department of Physical Therapy by e-mail or written letter when students interested in physical therapy have been identified. This notification should occur as early in the undergraduate years of study as possible to allow for the most effective counseling and advisement.

3. Work with students to ensure that they have a viable plan for completing all necessary admission requirements at acceptable levels.

4. Ensure that applicants are fully aware of the admissions process for participating in the Early Acceptance agreement, including the need to submit an application to the program through the Physical Therapy Centralized Application Service (PTCAS).

5. Write a letter of recommendation for the PTCAS application attesting to the academic and professional readiness of students, and their capacity for doctoral study in physical therapy.

6. Review all application materials to be submitted to PTCAS, including essays and the listing of life achievements and service, to ensure that the students' materials reflect their attributes and strong credentials.

7. Ensure that the students' materials are submitted to PTCAS by September 30th of the year prior to matriculation.

8. Work with the Department chair to arrange visits to the undergraduate campus for orientation meetings and counseling sessions, and to monitor and update the procedures of the early acceptance agreement as necessary

Students will:

1. Maintain an ongoing communication with the Undergraduate Advisor/ Committee to remain up-to-date on all aspects of the early acceptance process.

2. Review all application materials with the PHEC prior to submitting the materials to PTCAS to ensure their materials reflect their attributes and strong credentials.

3. Apply to the program through the Physical Therapy Centralized Application Service (PTCAS) by September 30th of the year preceding matriculation.

4. Provide notice of submission of a completed application to PTCAS to the PHEC.

5. Attend an Interview Day at NYMC by December 1st of the year preceding matriculation.

6. If accepted, confirm a place in the class by:
    a) notifying Lehman College of the acceptance.
    b) submitting within 30 days of the date of acceptance a nonrefundable deposit of $500 that will be applied towards the first year of graduate study.
    c) notifying all other physical therapy programs to which an application was submitted that the applicant is withdrawing the application due to acceptance at NYMC.
    d) notifying NYMC that he/she has withdrawn all applications to other physical therapy programs.
    e) completing all other procedures required of students accepted by the program at NYMC.

The **Chair of the Department of Physical Therapy**, in conjunction with the admissions committee of the SHSP, will:

1. Maintain an ongoing communication with the Undergraduate Advisor/ Committee to update the procedures of the early acceptance agreement.

2. Ensure that the PTCAS applications of students are reviewed in November of the year preceding matriculation.

3. Schedule students for an Interview Day at NYMC by December 1st of the year preceding matriculation.

4. Within two weeks of the completed interview, notify students of the admissions decision: Acceptance, Waiting List, or Rejection.

5. Visit the undergraduate campus (as arranged) for orientation meetings and counseling sessions, and monitor and update the procedures of the early acceptance agreement.

E. NO COMPENSATION

Both parties to the Agreement accept that no fees will be required for any services provided by either party to the other in the fulfillment of this Agreement. Mutual educational experience shall be exchanged by both parties. However, this provision is not, and shall not be construed as, a waiver of the standard fees and expenses of applicants to and students of SHSP, who have and shall continue to have an obligation to pay such fees and expenses to PTCAS or SHSP.

F. TERM

This Agreement shall be effective as of June 20, 2019 and continue for a period of one (1) year, and shall continue for additional one (1) year terms unless terminated as provided herein.

G. TERMINATION

Either party to this Agreement may terminate the Agreement, with or without cause, upon sixty (60) days' advance written notice to the other party. Either party may terminate this Agreement immediately upon notice to the other party in the event that the Agreement shall be determined to be in violation of any federal, state or local law, rule or regulation, or upon the material breach of this Agreement by the other party, after the failure to cure such breach upon twenty (20) days' written notice to cure.

Any termination without cause shall not take effect with respect to those students who have already been formally recommended by the PHEC to SHSP through written notification.

H. GENERAL PROVISIONS

1. Both parties shall be responsible for the confidentiality of information.

2. This Agreement shall not be construed to make NYMC an agent of or a joint venture with Lehman College. Each of the parties hereto expressly disclaim any intention to enter into any such agency or joint venture and agrees to so conduct itself as not to act or purport to act on behalf of each other. Further, each party shall be liable for its own debts, obligations, acts and omissions,

including the payment of all required withholding, Social Security and other taxes or benefits.

3. Lehman College shall not assign, sublet, subcontract or otherwise dispose of this Agreement or any right, duty or interest herein, without previous written consent of NYMC.

4. Neither party may use the name of the other party without first obtaining prior written approval of the authorized official of the party whose name is to be used, except on social media or any other promotional communication.

5. Each party, in connection with the performance of this Agreement, shall comply with all federal, state and local laws, rules and regulations, including but not limited to federal and state laws prohibiting discrimination against any person based upon race, religion, creed, color, national origin, sex, age, disability, marital status, sexual orientation, genetic predisposition or carrier status. Notwithstanding any other provision of this Agreement, Lehman College remains responsible for ensuring that any services provided pursuant to this Agreement comply with all pertinent provision of federal, state and local statutes, rules and regulations.

6. This Agreement shall be governed by and interpreted in accordance with the laws of the State of New York.

7. All notices of any nature referred to in this Agreement shall be in writing and sent by registered or certified mail, postage prepaid, to the respective addresses set forth below, or to such other addresses as the respective parties may hereafter designate in writing.

To the College:
New York Medical College
40 Sunshine Cottage Road
Valhalla, New York 10595
Attn: Dean, School of Health Sciences and Practice

To Lehman College:

Scott Calvin
Pre-Health Program Director
Lehman College of the City University of New York
Shuster Hall, Room 280
250 Bedford Park Blvd West
Bronx, NY 10468

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year as written above

NEW YORK MEDICAL COLLEGE

By: _____

Name: Robert W. Amler, M.D., M.B.A.

Title: Dean, School of Health Sciences and Practice

Date:

THE CITY UNIVERSITY OF NEW YORK on behalf of LEHMAN COLLEGE

By: _____

Name: Daniel Lemons

Title: Interim President

Date: July 1, 2019