ATHLETIC TRAINING PROGRAM
APPLICATION AND SUBMISSION CHECKLIST

____ Will you have completed AT 196, AT 240, and AQUA 260 with a grade of no less than B-?

____ Will you have completed ANAT 201 with a grad of no less than C?

____ Will you have completed one academic year (two semesters) at Ball State (one semester for transfer students) with a minimum overall grade-point average of 2.75?

____ Will you have completed 25 observation hours during the semester in which the application is submitted?

____ Did you request and receive all official college transcripts (BSU/former institutions) and keep them in the sealed envelope?

____ Did you send the URL of the recommendation forms to two (2) personal reference persons? (CANNOT be from members of the BSU Athletic Training Staff)

____ Did you complete the Application Form?

____ Did you answer the Essay Questions?

____ Did you complete the Confidential Recommendation Waiver form?

____ Have you taken your Mid-Term Grade Report to your current professors for completion?

____ Did you complete the Clinical Education Statement of Understanding?

____ Did you prepare a professionally written Letter of Application to the Selection Committee?

WHAT AND HOW TO SUBMIT:
Please submit hard-copies of the following in the order they are listed, unfolded, NO STAPLES and placed in either a folder or envelope to Heather Melton, Room HP 311 by the February 24, 2017 4:00 pm deadline:

1. Application Form
2. Essay Questions Form
3. Letter of Application addressed to Selection Committee
4. Copy of Observation Hours Log (keep your original to submit at interview)
5. Mid-term Grade Report
6. Confidential Recommendation Waiver Form
7. Clinical Education Statement of Understanding
8. Transcript(s) in sealed envelopes