

PTA Observation Verification Recommendation Form Process

To obtain access to the form, perspective students will need to follow a few steps to expedite the process:

1. Students should have already applied and been accepted to Marion Tech College. Online application is available on www.mtc.edu at the top of the page.
2. Once accepted, students will need access to the PTA Admissions online page, hosted through our learning management software, Canvas. To receive access, please contact Chad Hensel at henselc@mtc.edu **An MTC email is required for this step.** (MTC emails are established once a student is accepted at MTC)
3. Once students access the Canvas course, PTA Admissions, they will have full access to all content that is related to the PTA application process.
4. Students can now click on “Modules” and will see a module called “Admissions Info” and one on “Observation/Recommendation Form”
5. Complete the steps in the “Observation/Recommendation Form” module in order and follow instructions.
6. Students will then have the option to download and print or email an access form that should be provided to the supervising licensed PT/PTA.

Any questions on this process can be directed to either Joyce Zaebst at zaebstj@mtc.edu or Chad Hensel at henselc@mtc.edu . Students may also contact the department at 740-386-4185