IMPORTANT INFORMATION
READ THIS FIRST!

Dear Prospective UWF Athletic Training Program Student,

Please read the information below carefully before completing any form included with this document. Prior to completing the documents, complete the checklist to confirm that no documents are missing. If a document (or part of) is missing, then please immediately contact the Director of Athletic Training (ph#850-473-7245) or email (rfrazee@uwf.edu).

Your application portfolio should contain the following (inventory checklist):

_______ Introductory Letter from Director of Athletic Training Education
_______ Prospective Student Data Information Form (3 pages)
_______ Prospective Student Essay (2 pages)
_______ 2 Recommendation Forms (2 pages each copy)
_______ Clinical Observation Form
_______ Pre-Admission Evaluation Form
_______ Background check/ Drug Screen account set up with ADB
_______ Medical History Form
_______ Physical Examination
_______ Technical Standards Form
_______ Hepatitis B Vaccination/Waiver
_______ Tuberculosis Skin Test

Deadline Information:
Make sure you have completed and returned all information by the established deadlines! Failure to adhere to the deadlines will result in you not being able to enroll in the first athletic training clinical (ATR 3812) in the fall semester. Prospective students must have all application documents postmarked no later than August 10th. Any application materials that are incomplete or completed incorrectly will be returned to the prospective student to correct and return by the established deadlines. Any materials/information that is postmarked and/or completed after the established deadlines will constitute result in the prospective student’s application status as “rejected”. Any prospective student who does not meet the application deadlines/criteria for. Failure to meet application and admission requirements does not preclude the student from taking courses at the University.

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1
**Prospective Student Data Information Form:**
All information that is completed by the prospective student should be typed or neatly written in black ink. The form will be returned to the prospective student if not legible, signed, and dated by the applicant.

**Prospective Student Essay**
Using the attached “essay” form, answer the questions on the sheet related to athletic training and your interest in becoming a licensed healthcare provider.

**Recommendation Forms:**
Provide the documents to your references as soon as possible.

**Clinical Observations:**
All prospective students must complete **fifty (50) hours** of supervised clinical observation as a component of the application process. The observation hours must be completed and submitted back to the Director of Athletic Training no later than August 10th. Prospective students must **use the form provided** with this application packet. Specific instructions are provided with the “Observation Documentation Form”. Student must provide the supervising ATC with a Pre-Admission Evaluation form. The form is to be completed and returned directly to the Program Director by each supervising ATC used by the prospective student.

**Interview:**
An interview must be conducted prior to registration for the Summer semester. This interview is a meeting with the Director of Athletic Training Education and/or other designated departmental faculty member. The interview is a requirement for acceptance into the ATR 3812 – Athletic Training Clinical I. During the interview process, the student will meet with the designated departmental member to more thoroughly discuss the program and its requirements, discuss academic advising issues and class registration, and other topics related to the program. Each student must meet with Director of Athletic Training August 10th.

**WHO TO CONTACT:**
Rich Frazee, MS, LAT, ATC  
Director of Athletic Training  
The University of West Florida  
Department of Health & Human Movement Sciences  
11000 University Parkway  
Pensacola, FL 32514  
(850) 473-7245  
rfrazzee@uwf.edu


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