



## Department of Occupational Therapy

### Policy 5.0. *Graduation Criteria*

#### **POLICY PURPOSE**

To document the requirements for eligibility for graduation.

#### **POLICY STATEMENT**

Students must fulfill all program and institutional requirements prior to receiving a diploma.

#### **PROCESS + PROCEDURES**

1. Students must fulfill all established criteria to enter candidacy for the Master of Health Sciences in Occupational Therapy. These criteria include:
  - a. Successful completion of required courses.
  - b. Successful completion of all required Level I Fieldwork Experiences.
  - c. Successful completion of all required Level II Fieldwork Experiences. Level II Fieldwork experiences must be completed within two years of completion of coursework.
  - d. Successful completion of the graduate thesis, project or critically appraised topic (CAT).
  - e. Fulfill all requirements of the University including payment of fines, fees, etc.
2. Students must fulfill both the academic and fieldwork requirements for graduation. Students who do not pass academic coursework OR fieldwork experiences will not be considered eligible regardless of performance in the other domain. Although fieldwork is an extension of didactic coursework, fieldwork requires knowledge and skills which are different than those required in the classroom. The department is under no obligation to graduate students who are successful in the classroom but are unable to satisfactorily pass fieldwork experiences.
3. Each student must complete an Application for Graduation Form following the timeline identified by the Office of Registrar. The Chair/Program Director will audit program criteria for full compliance with graduation requirements and submits a final letter of approval to the Office of the Registrar upon determination that students have meet all requirements for graduation as indicated above.
4. Graduation fees must be paid prior to graduation. Information about graduation fees may be obtained at <http://www.augusta.edu/graduation/graduation-faqs.php#fee>.

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<b>Policy No.</b>	5.0
<b>Policy Owner:</b>	AU Department of Occupational Therapy
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<b>Last Revision:</b>	January 2020
<b>Last Review:</b>	January 2020
<b>Location:</b>	AUOT Website / Current Students

**ACOTE STANDARD:**

A.3.5. Criteria for successful completion of each segment of the educational program and for graduation must be given in advance to each student.