Thank you for providing observation experience for this prospective student. Students are required to complete a minimum of 20 observational hours with a licensed occupational therapist or certified occupational therapy assistant within the past 24 months. Persons that have been employed by the facility must have performed the documented hours providing patient care in an occupational therapy capacity.

Please complete this form and return it to the student or you may mail or fax the form to the HGTC Admissions Office.

Horry-Georgetown Technical College
Attn: Admissions
P.O. Box 261966
Conway, SC 29528-6066
Fax: 843-349-7501

Applicant Name: ______________________________________________   H# ________________________

OT/COTA Name: _______________________________________________________

Facility: __________________________________________________________________________________

Type of Setting: ___________________________________________________________________________

Address: _________________________________________________________________________________

_________________________________________________________________________________

City: _______________________________________________________

State: ________     Zip: _________

Phone: _______________________  E-mail: ____________________________________________________

Observation/Volunteer Documentation:

Date:_______________  Hours:______________

Date:______________  Hours:______________

Date:_______________  Hours:______________

Date:______________  Hours:______________

Date:_______________  Hours:______________

Date:______________  Hours:______________

Work Experience (if applicable):

Dates Applicant Worked: ___________________________ to  ___________________________

Total Work Hours Providing Occupational Therapy:____________________________________

OT/OTA Signature   License Number   Date