

<p style="text-align: center;"><b>Spring 2026 OSEP Scholars Program Requirements for Graduate Students</b> <b>Bay Path University: Post Professional Occupational Therapy Doctorate Program</b></p>
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**This form confirms your understanding of the program requirements and policies for the  
Post Professional Occupational Therapy Doctorate Program**

*Please read carefully, sign below, and return this form to the graduate admissions department with your completed application to enroll in classes.*

***Coursework Requirements:***

- The Post Professional Occupational Therapy Doctorate (OTD) Program is a 36-credit online program.
- Bay Path University defines Satisfactory Academic Progress standards as maintaining a cumulative and term grade point average of 3.00 or higher while achieving a passing grade in 67% of cumulative credits attempted in their degree program. Cumulative credits attempted include repeated, forgiven, withdrawn, and incomplete courses. Students in the OTD program are also required to earn grades of B or better in all courses in their program. Not meeting either GPA standard will result in academic dismissal. Students meeting the GPA standards that earned one or more B- grades will be placed on academic warning and must retake the course(s) at their own expense. Students meeting the GPA standards who earned one or more B- grades in consecutive semesters or any grade below B- in an individual course will be academically dismissed.
- The Capstone Project Orientation (CPO) is a requirement of the PPOTD program and must be completed in order for students to register for OTD 797 Capstone: Professional Writing and Proposal. Students must complete the CPO the semester before they take the OTD 797 course. Students who do not complete all assignments in the CPO will be administratively dropped from OTD 797.
- Graduate students are not allowed to audit graduate courses.

***General Program Information:***

- Each student is required to attend the synchronous orientation session and complete the self-paced Online Program Orientation Course prior to the start of classes.
- Each student must check their BPU Google email account on a daily basis. All information about the OTD Program is posted in the Occupational Therapy Doctoral Community Site in Canvas. Each student is responsible for checking the Occupational Therapy Doctoral Community Site in Canvas weekly.
- Students must maintain HIPAA and FERPA confidentiality standards (i.e. info regarding a facility, patient, and/or care-provider) at all times. Discussion of any protected information and/or data may be done for educational purposes only and will have all identifying information removed. Disclosure or discussion outside the classroom/education environment is prohibited and may be subject to disciplinary consequences.
- Specific vendor/business sponsors may be referenced during the program as examples of work/content specific to curriculum needs. The referencing of these sponsors is not to be interpreted as an endorsement of their product but understood to be an educational/theoretical reference only.
- Students must check the current Graduate Catalog for additional university/program policies.
- Each student must follow all university policies stated in the Graduate Catalog.
- Students are responsible for making sure their degree audit is correct, that completed courses are posted on the degree audit each term, and that each course on the degree audit is completed prior to graduation.
- Bay Path University holds its Commencement ceremony each year in May. To participate, graduate students must be on pace (by April 1st of their final year) to complete all outstanding requirements by the final day of the summer semester.
- Requirements in the OTD Program are subject to modification due to changes as stipulated by Bay Path University and the accrediting agencies.

**Please sign and return to the Graduate Admissions Department**

**OSEP Grant-Specific Information:**

- Upon acceptance, funded students must sign the [OSEP Pre-Scholarship Agreement](#).
- Scholars must understand and agree to the OSEP Service Obligation and Repayment Requirements
  - [FAQs OSEP Service Obligation And Repayment Requirements](#)
- All OSEP Grant Scholars are REQUIRED to attend an OSEP PDP/DCS Service Obligation Meeting prior to starting the program, with the program director.
- The program lasts two years, with three semesters per year (Spring, Summer, and Fall). Grantees must attend full-time, enrolling in two courses per term for a total of six courses annually.
- Grantees are not eligible to transfer courses from other institutions. All coursework must be completed within the OTD program at Bay Path University.
- Grantees are not eligible for the graduate assistantship program.
- All OSEP grant scholars must be enrolled in the Autism Spectrum Disorders track. The other OTD tracks are not eligible for grant funding.
- The scholarship includes the AOTA School-Based Practice Certificate, AOTA student membership, assistive technology to support students with documented disabilities that are approved by Accessibility Services, writing support for English language learners, and travel (up to \$3000) to present research at one AOTA conference, if accepted, within 1 year following completion of the program. if an individual meets the requirements for financial need.
- Reporting and tracking of the OSEP Service Obligation and Repayment are coordinated at the federal level via the Professional Development Program Data Collection System ([PDPDCS](#)), a secure, online database to collect training information on scholars and track the fulfillment of service obligations.
  - The PDPDCS has three types of users: Institutions of Higher Education (IHEs) (grantees), scholars, and employers. IHEs are responsible for entering the contact information, training, and service obligation details of funded scholars.
  - Scholars enter their updated contact and employment information in the PDPDCS and employers access the PDPDCS to verify the employment of scholars. (See here for more information: [PDPDCS Frequently Asked Questions](#))
- Upon graduation, OSEP grant scholars must sign an [OSEP exit service obligation agreement](#) indicating the total amount of funds received by the scholar through the grant and the total number of years of service expected to complete the [OSEP Service Agreement](#).
- Disclaimer: The contents of this document were developed under a grant from the US Department of Education. However, those contents do not necessarily represent the policy of the US Department of Education, and you should not assume endorsement by the Federal Government.

**Financial Aid:**

- All grantees are required to complete the FAFSA to determine eligibility for tuition funding. Financial aid eligibility is based on FAFSA information and financial need.
- The scholarship covers up to \$10,500 of tuition per year (based on financial need).
- Continuing Eligibility Requirement: Funding will be available each year, as long as the student maintains **satisfactory academic progress** and continues to make progress in the program.
- It is the student's responsibility to regularly monitor their financial aid status, as factors such as grades, program changes, or other adjustments may impact their aid.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student's Name (Print): \_\_\_\_\_

**Please sign and return to the Graduate Admissions Department**