

**Eastern Michigan University
Athletic Training Program
ATCAS Guide**

Below is a guide to filling out your ATCAS application for the AT program at Eastern Michigan University broken down by section. If you have any questions about your application, please contact Aaron Struminger at astrumin@emich.edu.

Personal Information

Complete all content in this section as requested by ATCAS. If you do not feel comfortable inputting your race/ethnicity, you are welcome to skip that section.

Academic History

High School Attended: Input all information for the high school(s) that you attended

Colleges Attended: Complete the sections that indicate which college(s) you attended. You do not need to download the transcript request form, as the EMU AT program does not require official transcripts for application.

Transcript entry: Complete the full transcript entry. Please input all classes that you have taken throughout your academic career into this section. To complete this form, you can use information from your unofficial transcripts that should be accessible by each institution's website. You will upload your unofficial transcripts later into our Program Information section. Further details for that process are noted later in this document.

Standardized tests: The EMU AT program does not require standardized tests for admission. You may choose to input your standardized test results, but they are optional uploads.

Supporting Information

Evaluations: Follow the instructions on the ATCAS website. You must request at least 2 evaluations, or letters of reference, from people who can speak to your personal qualities as well as your ability to succeed in the EMU AT program.

Experiences: Uploads of experiences are optional. They will not be graded in the application process but may be used to create specific interview questions.

Observation Hours: Add all observation hours and sites into this section. You will upload confirmation of those hours as well as evaluations from your supervisors later in the Program Materials section.

Achievements: Uploads of achievements are optional. They will not be graded in the application process but may be used to create specific interview questions.

Licenses and certifications: Uploads of licenses and certifications are optional. You will be asked to upload your current CPR card later in the Program Materials section. This section will not be graded in the application process but may be used to create specific interview questions.

Memberships: Uploads of memberships are optional. They will not be graded in the application process but may be used to create specific interview questions.

Documents:

Personal Statement: Upload your personal statement. Use the prompt on ATCAS to write your personal statement. That prompt is “Describe your professional goals including why you have chosen Athletic Training as a career.”
upload personal statement:

CV/Resume: Upload of your CV/resume is optional. It will not be graded in the application process but may be used to create specific interview questions.

Program Materials

Below is a list of the program documents that are required or requested for inclusion in the Program Materials specific to the EMU Athletic Training program. Please upload all documents as requested.

Course catalog descriptions: Please type a document that includes course descriptions for all classes that were not taken at Eastern Michigan University that you are using to meet the prerequisites for the AT program and do not have the same name as the course requested. For example, if you have taken a class called Fundamentals of Human Movement that you are using to satisfy the Biomechanics course requirement, make sure to input a course catalog description from the university where you took that course.

CPR certification: Upload your most recent CPR certification card.

Immunizations: Upload your immunization record that has a physician signature on it. You can get a copy of this from your primary care physician’s office or use forms that are used by the state in which you live.

Observation Hours: Upload confirmation of all observation hours, signed by the supervisor who you were working under. Make sure to include observation hours from each clinical site where you completed observation. Also, make sure to include at least 2 volunteer forms as posted on the EMU AT program website, completed by your site supervisors. If you have more than 5 documents, use an online PDF combiner to

combine your documents into 2 PDFs. One of those PDFs should include all of your observation hours. The other PDF should include all of your observation evaluation forms.

Other: Complete and upload the 3 forms linked in the Program Documents section of EMU's ATCAS section. Those forms are also available on the EMU AT program website. Those forms are the communicable disease policy, proof of health insurance, cost expectation form. Also, make sure to upload your unofficial transcripts into this section.

Technical standards: Download the technical standards form and bring that form to a physician for evaluation. If the physician deems that you meet the technical standards, have them sign the appropriate form. Then upload that completed form into the technical standards section.

We will begin reviewing submitted applications and starting our rolling admissions process on November 1st.

The final deadline for submitting your application is February 1st.