

Name: \_\_\_\_\_  
Date: \_\_\_\_\_

**PHILADELPHIA COLLEGE OF OSTEOPATHIC MEDICINE  
PCOM DEPARTMENT OF AGING AND LONG-TERM CARE ADMINISTRATION  
TECHNICAL STANDARDS FOR ADMISSION AND MATRICULATION**

All PCOM admitted applicants and current/enrolled students (**candidates**) must meet the Technical Standards set forth below. Therefore, all candidates are required to **attest at the time they accept an offer to matriculate** that they meet the Technical Standards, with or without reasonable accommodations and they **must attest on an annual basis** that they continue to meet the standards. These standards are not intended to deter any candidate who might be able to complete the requirements of the curriculum with reasonable accommodations. **Please closely review the required Technical Standards before completing this form.**

This form is used by a candidate to give notice to the College that the candidate **either satisfies, or is not capable of satisfying** the Technical Standards based on an ADA-recognized disability (which may be physical, cognitive, sensory, or psychological in nature) **without accommodation.**

**For each Technical Standard:** Candidate must check either “I will require accommodations” to meet the standard or “I will not require accommodations” to meet the standard. **Failure to request accommodation for an ADA recognized disability, for which you know you will require accommodations, may be regarded as academic dishonesty and a failure to meet the professional expectations standard required for admission or to remain enrolled.**

**For candidate requiring and requesting accommodations associated with a Technical Standard:** Upon submission of the completed Technical Standard Form, you will receive an email from the Coordinator of Disability Services with instructions for formalizing your accommodations requests. You will be required to show documentation associated with each accommodation you are requesting, for every Technical Standard for which you will require accommodations to meet that standard. Again, **failure to request accommodation for an ADA recognized disability, for which you know you will require accommodations, may be regarded as academic dishonesty and a failure to meet the professional expectations standard required for admission or to remain enrolled.**

After review of the candidate’s request for accommodation and required supporting documentation, the College’s ADA Accommodation Committee will review and respond to any such notice and request, with a statement of the reasonable disability accommodations, if any, that it can offer to assist the prospective student in completing the educational program.

Official matriculation and continued enrollment into or in a degree program **cannot be confirmed** unless and until all required forms are completed and returned and the College responds to the notice with the reasonable accommodations it can offer, and the **student accepts** those conditions of matriculation/enrollment.

**Accommodations For Learning Disabilities:**

You will receive **a separate email** from the Office of Student Affairs with instructions on the process for requesting classroom-based accommodations.

**Please Note:**

If other factors, such as personal preferences, cultural traditions or religious requirements would preclude you from meeting the Technical Standards, you may **not** request disability accommodations on this form, as these factors do not relate to an ADA-recognized disability. However, if such factors apply, you are strongly advised to contact the Office of Student Affairs to discuss the issues and request accommodation prior to confirming your acceptance. While such requests will be reviewed and considered, there is no assurance that an accommodation will be offered.

*\*Any requests for non-disability related accommodation made after confirmation of acceptance or enrollment in the program will not be considered.*

**NEXT STEPS:**

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- 1) Please complete the forms, in their entirety, on the following pages. **Keep a copy of each page for your records.**
- 2) Return the signed forms to the Office of Admissions at PCOM, 4170 City Avenue, Philadelphia, PA 19131

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**To Meet This Requirement**

Please check the appropriate box below

<b><u>Technical Standard</u></b>	<b><u>To Meet This Requirement</u></b>	
	<b><u>I will require Accommodation</u></b>	<b><u>I will not require Accommodation</u></b>
<b><u>Observation and Sensory Skills:</u></b> Candidates and students must have sufficient vision to be able to observe demonstrations, <b>course documents, journals, texts and other resource documents within and outside the classroom.</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b><u>Communication Skills:</u></b> Candidates and students should be able to speak, hear and observe <b>residents, staff, visitors and others in order to elicit information, effectively engage in dialogue and perceive non-verbal communications.</b> They must be able to communicate effectively and sensitively with peers, instructors and clients. Communication includes not only speech but also reading and writing. They must also be able to communicate effectively and efficiently in oral and written form with all members of the health care <b>and peers.</b>	<input type="checkbox"/>	<input type="checkbox"/>
<b><u>Conceptual, Integrative, and Quantitative Skills:</u></b> These skills include measurement, calculation, reasoning, analysis and synthesis. Problem solving, the critical skill demanded <b>of health care administrators,</b> requires all of these intellectual abilities.	<input type="checkbox"/>	<input type="checkbox"/>
<b><u>Behavioral and Social Skills:</u></b> Candidates and students must possess the emotional health required for full utilization of their intellectual abilities, the exercise of good judgment, the prompt completion of all responsibilities attendant to <b>(the diagnosis and care of clients) delete this portion,</b> and the development of mature, sensitive and effective relationships with <b>stakeholders.</b> Candidates and students must be able to tolerate physically taxing workloads and to adapt to changing environments, to display flexibility and to learn to function in the face of uncertainties inherent in the <b>nature of aging delivery services.</b> Compassion, integrity, concern for others, interpersonal skills, interest and motivation are all personal qualities that will be assessed during the admission and educational processes. <b>Candidates must possess the ability to interact with a wide variety of stakeholders, use reasoning, compromise and negotiation skills to effectively mitigate conflicts.</b>	<input type="checkbox"/>	<input type="checkbox"/>

**Professional Expectations**

Students are expected to adhere to a standard of behavior and conduct consistent with the high standards of the healing and scientific profession. All students are expected to:

1. Respect the right of their fellow students to pursue their studies in a professional environment conducive to study.
2. Maintain professional interpersonal relationships by demonstrating civility and respect for each other.
3. Uphold the highest standard of academic honesty and integrity.
4. Show respect for the diversity, which exists among students, faculty and patients in regard to disability, social background, age, gender, religious beliefs, race, sexual orientation, and particular disease process.
5. Fulfill their responsibilities to their peers and patients in group work, including clinical clerkships and outside training assignments.
6. Adhere to all of the policies of the College, including those prohibiting discrimination or harassment.

Name: \_\_\_\_\_  
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The College realizes that emergencies may occur after matriculation, and will address these concerns as the need arises.

I accept these professional expectations \_\_\_\_\_ I do not accept these professional expectations \_\_\_\_\_

**Please complete the information requested below and return all pages of the completed technical standard form to the Office of Admissions at PCOM. Please keep a copy of all pages for your records.**

*Reminder:* It is your responsibility to (a) notify the Office of the Coordinator of Disability Services in writing if you can no longer meet the Technical Standards without accommodation and (b) provide adequate current documentation of the nature and extent of the condition and/or functional limitations to be accommodated.

I meet all of the College's Technical Standards for Admission and Matriculation and do not require accommodations.

**OR**

I do not meet the College's Technical Standards for Admission and Matriculation without accommodation. By checking this box, I understand that my acceptance will not be withdrawn but that I will be required to submit documentation supporting my request for accommodations.

I understand that I will receive an email with instructions for applying for accommodations from the Coordinator of Disability Services. Upon completion of the forms required, the PCOM ADA Accommodations Committee will assess the accommodations requested to determine if they are reasonable and are able to be met.

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Failure to sign and return this form could delay matriculation or prevent promotion or graduation.

Name (print): \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_