

Doctor of Physical Therapy Student Handbook

Summer 2025-Spring 2026



High Point University reserves the right to change any provision or requirement, including fees, contained in this informational document at any time with or without notice. Please read this DPT Program Student Handbook carefully. Questions related to the content of this Handbook should be directed to the Department Chair and the Director of Students.

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Preface

This Doctor of Physical Therapy (DPT) Student Handbook provides information regarding policies, procedures and requirements specific to the High Point University (HPU) DPT Program. This DPT Student Handbook is designed to assure transparency of expectations and department policies and procedures between the DPT faculty and staff and the DPT students. This Handbook is meant to unite the efforts of the Department of Physical Therapy faculty, staff, and students to provide excellent academic, professional and clinical education.

Policies and procedures outlined in this DPT Student Handbook may change based on Department of Physical Therapy Program outcomes, assessment by the faculty, and feedback received by the students.

Students enrolled in the DPT Program should read this Student Handbook carefully as they are expected to be familiar with all information provided in this Handbook as well as the information provided in the Clinical Education Manual. All students will acknowledge such by signing the form “ACKNOWLEDGEMENT OF RECEIPT” and/or completing a Jurisprudence assessment annually.

High Point University reserves the right to change any provision or requirement, including fees, contained in this informational document at any time with or without notice.

Questions related to the content of this DPT Student Handbook should be directed to the Department Chair and the Director of Students.

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CAPTE Accreditation Status

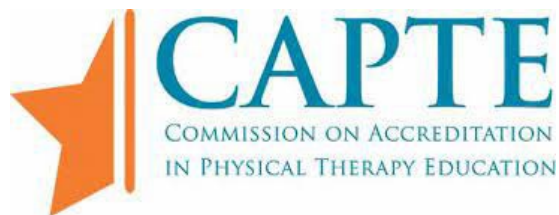
The Doctor of Physical Therapy Program at High Point University is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Avenue, Suite 100, Alexandria, Virginia 22305-3085; telephone (703) 706-3245; accreditation@apta.org; website: <http://www.capteonline.org>. If needing to contact the program directly, please call our Department Chair, Dr. Jeff Taylor, at (336) 841-9728 or email jtaylor@highpoint.edu. If needing to contact the institution directly, please call (336) 841-9000.

Filing a Complaint about the HPU DPT Program to CAPTE

Physical therapy education programs in the United States are accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), which works in conjunction with the American Physical Therapy Association (APTA) to maintain the standards of the profession.

Any stakeholder to include but not limited to, students, parents, patients, faculty, and other affiliated or non-affiliated interests may LODGE A COMPLAINT regarding the HPU DPT Program to the APTA or the CAPTE to report a wrongdoing or concern that directly involves student rights and privileges, patient/client rights, and privileges, and or public safety.

To contact CAPTE call (703) 706-3245 or at accreditation@apta.org. All complaints should be followed up by a written letter of complaint that is signed and dated.



Message from the Department Chair



Welcome to the Department of Physical Therapy at High Point University! Congratulations on your prior academic, professional, and personal accomplishments. You have impressed our faculty and should be very proud of your accomplishments. HPU is a great place for you to continue the upward trajectory that you are on. We are committed to offering you an extraordinary education in an inspiring environment with caring people. I hope that you will find our faculty, staff, students, and University community to be encouraging and inspirational along your professional journey.

Our DPT program will likely be very different than your previous academic experiences. The classes will be harder, the hours will be longer, and the stakes will be higher than a typical undergraduate education. We will assess more than just your test grades, including your thought processes and professional behaviors. You are now part of a department that cares deeply about your academic and professional growth and will stand with you every step of the way. We want our students, graduates, and future clinicians to distinguish themselves by their professionalism, clinical skills, innovation, and evidence-based decision making. We want to provide you with extraordinary opportunities to grow in each of these areas. Take advantage of all that we have to offer.

I look forward to getting to know and foster growth in each of you and seeing all the great things that you do.

A handwritten signature in black ink, appearing to read 'J. Taylor', on a light gray background.

Jeffrey B. Taylor PT, DPT, PhD
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Department Administration and Personnel

Dean, Congdon School of Health Sciences

Kevin Ford, PhD, FACSM, is the Dean of the Congdon School of Health Sciences at High Point University. In this capacity, Dr. Ford bears overall responsibility for leadership of the educational, research, and clinical activities within the School of Health Sciences.

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Department of Physical Therapy Leadership Team

The Department of Physical Therapy employs a distributed leadership model in which some members of the core faculty serve in key areas that foster department development and student retention as follows:

Department Chair



Dr. Jeff Taylor is the Department Chair. He works closely with Ms. Tammy Hines, Department Administrator, the Leadership Team, and DPT Core Faculty and oversees all aspects of the Department of Physical Therapy.

Director of Clinical Education



Dr. Becca Medendorp is the Director of Clinical Education. She works closely with the Clinical Education Team, which consists of Dr. Lauren McClellan, and Ms. Cat Song, to coordinate the Clinical Education Program for DPT students. This includes clinical compliance, clinical assignments, clinical education onboarding procedures, management of all clinical experiences, and implementation of clinical education policies. For more information regarding specific roles and responsibilities of the Clinical Education Team, please refer to the Clinical Education Manual.

Director of Students



Dr. Renee Hamel is the Director of Students. She works closely with Ms. Tammy Hines to coordinate student life, student retention, and student support resources within the department. This includes maintaining the DPT Student Handbook, implementing student policies and procedures, overseeing the DPT Admissions Committee, serving as Chair of the Academic Review Committee as outlined in the Student Support, Remediation, and Probation Policy, facilitating student access to University and department resources for student support, coordinating academic and peer advising programs, overseeing welcoming and onboarding of incoming DPT students, and planning DPT Graduation and White Coat Ceremonies.

Director of Curriculum



Dr. Kimmerly Migel is the Director of Curriculum. She works closely with Dr. Cory Alcon, Director of Assessment Outcomes, and the Educational Specialist to monitor and refine the didactic curriculum. This includes overseeing course schedules, teaching and course evaluations, selective course offerings, student course registration, coordination of educational graduate assistants, and student feedback on curricular experiences in the program. Dr. Migel is the Chair of the curriculum committee which is tasked with ensuring that HPU DPT delivers education required of all PT programs by CAPTE, but also education for healthcare as it will be.

Director of Assessment Outcomes



Dr. Cory Alcon is the Director of Assessment and Outcomes. In this role, he works to capture and analyze data over the course of the curriculum. This is accomplished through provision and interpretation of formative and summative assessments, student surveys, and ultimate licensure of our graduates. Dr. Alcon implements ExamSoft, maintains DPT student GPAs, coordinates Comprehensive Assessments, and leads overarching strategies to prepare DPT students for the National Physical Therapy Board Exam (NPTE). Dr. Alcon works closely alongside the Director of Curriculum, Dr. Kimmerly Migel, to regularly evaluate the department's curriculum, ensure adherence to accreditation standards, and strengthen the department's ability to provide the highest quality education to our students.

Director of Research



Dr. Dave Sinacore is the Director of Research. Dr. Sinacore collaborates with faculty to facilitate student and faculty research within the department, including maintaining records of ongoing studies, presentations, and publications.

When questions and/or concerns arise, as a general rule, students should:

1. First reach out to Course Directors with course-specific questions or concerns.
2. Seek counsel from their Faculty Advisor and review the DPT Student Handbook when seeking answers to general questions related to Department of Physical Therapy policies and procedures.
3. Contact Leadership Team members within their specific area for questions or resource needs.
4. Contact the Department Chair and/or Director of Students for matters that do not fit into the above criteria.

In summary, the most appropriate order of points of contact for students to follow is generally:

1. Course Director
2. Faculty Advisor
3. Leadership Team Member(s)
4. Department Chair

High Point University

History

Founded in 1924, High Point University is a private liberal arts institution with over 5,000 undergraduate and graduate students from around the world. The Department of Physical Therapy is housed in the Congdon School of Health Sciences (CSHS), which contains both undergraduate and graduate programs, including Health and Human Performance, Athletic Training, Physician Assistant Studies, Nursing, and Medical Sciences.

Leadership and faculty in the CSHS take a long-term outlook at student success with the aim of preparing students to function and thrive in their healthcare career for the next 40 to 50 years. Together, High Point University, the CSHS, and the Department of Physical Therapy strive to give every student an extraordinary education in an inspiring environment with caring people.

Mission

The mission of High Point University is to deliver educational experiences that enlighten, challenge, and prepare students to lead lives of significance in complex global communities.

Vision

The vision of High Point University is to be a nationally prominent, private institution recognized for the excellence of its academic programs, the depth of its values-based culture, and the strength of its commitment to helping students lead lives of significance.

Department of Physical Therapy

History

The Department of Physical Therapy was established in January of 2011 and consists of internationally renowned faculty and the world-class Human Biomechanics and Physiology Laboratory (HBAPL) and Virtual Reality and Clinical Gait Analysis Lab (VRCGAL). The HBAPL houses department faculty's clinical practice entity: Targeted Enhanced Athletic Movement (TEAM). TEAM translates the evidence produced by HBAPL, VRCGAL, and by other scientists from around the globe into the clinical practice of injury prevention, athletic development, and rehabilitation. The department is driven by an innovative mission and vision and is grounded in our foundational values and beliefs.

Mission

The mission of the Department of Physical Therapy is to promote excellence in clinical practice by:

- Recruiting and developing leaders within the health professions who actively engage in meaningful collaborative educational, research, clinical, and service experiences.
- Creating autonomous, ethical, and compassionate evidence-based clinicians and scientists who maximize the quality of life in the communities they serve.

Vision

The HPU Department of Physical Therapy will be a welcoming, student-centered, community-engaged, and a global leader in physical therapy education, research, and clinical practice.

Values

As a department, we value broad perspectives and professionalism, as demonstrated by:

- Integrity
- Accountability
- Growth
- Respect
- Intrinsic motivation
- Humility
- Collegiality

Foundational Beliefs

The faculty of the Department of Physical Therapy is comprised of an accomplished, motivated, and cohesive group dedicated to excellence and life-long learning.

The curriculum of the HPU DPT program has been designed and revised by the expert faculty at HPU and in conjunction with a Curriculum Advisory Board composed of clinicians from around the nation. The education of future physical therapists must allow the autonomous practitioner to practice along the entire continuum of care and across the lifespan, but the need for that autonomous practitioner to be part of a healthcare team cannot be lost along the way.

The HPU DPT curriculum is infused with the following foundational beliefs, which the faculty believe will set HPU DPT graduates apart. These foundational beliefs are encouraged and infused both formally and informally throughout the curriculum:

1. Professionalism is a fundamental component of physical therapy practice.
2. Significant learning takes place in mentored clinical practice and experiential learning.
3. Systems Based Thinking is a priority.
4. Innovation and creativity are valuable skills that transcend time periods and market forces.
5. Physical therapists are experts in comprehensively analyzing human movement across the lifespan.

6. Physical therapists must be skillful in interprofessional practice along the continuum of care including roles as first responder, primary care practitioner and wellness consultant.
7. HPU DPT students will differentiate themselves by their skill in exercise prescription, manual therapy, and building self-efficacy.

While HPU DPT faculty feel strongly that instilling the program's foundational beliefs and providing strong didactic education of future physical therapists are of vital importance, they are not the only ways in which the program strives to develop students to be impactful in the field of physical therapy. HPU DPT also strives for students in the program to be impactful within and beyond the walls of HPU through the following three pillars:

- *Clinical practice* is a natural component of experiential learning for HPU DPT students and promotes professional growth for clinically active department faculty. In addition, clinical practice makes classroom teaching more effective, provides the opportunity for faculty and clinicians to work together for the education of students and is one very important way to give back to the community.
- *Scholarship*, producing and professionally disseminating the science of physical therapy and rehabilitation, is important for the profession on a global scale. Scholarship is one of the chief mechanisms by which professions are recognized and can distinguish themselves. Looking forward, it is abundantly clear that healthcare is changing and that professions will need to work together more closely and efficiently to be effective. Student participation in consuming, discussing, and producing scholarly activity is an excellent area in which to demonstrate the interdisciplinary approach to a problem.
- *Forward thinking* as physical therapists of the future will need to be prepared for dynamic, complex, and evolving healthcare needs worldwide. Therefore, while HPU DPT faculty recognize the shortage of physical therapists locally in the Piedmont Triad region of North Carolina and plan to meet those needs, the department will establish collaboration in experiential learning, research and clinical practice across the nation and internationally to provide students with experience within the profession across a global stage.

By focusing on HPU DPT foundational beliefs, the three pillars of physical therapy, laying a foundation of fiscal responsibility, and being vigilant about assessing internally while looking outside the department, DPT faculty believe that graduates of the program will be responsible forward-looking physical therapists who will have positive impacts on the Department of Physical Therapy, the Congdon School of Health Sciences, High Point University and the lives of the populations they will serve across the nation and worldwide.

At the completion of the curriculum, HPU DPT students will be trained as generalists able to practice in a variety of settings and with a variety of patient populations throughout the lifespan. However, with the multitude of clinical education experiences, research opportunities, specialty

selectives, and expert faculty, students will be provided with the tools to pursue specialization at their choosing.

Statement on Nondiscrimination

At High Point University, students, faculty, and staff all play a meaningful role in gifting our campus community broad perspectives.

Nondiscrimination/Title IX Statement

High Point University does not discriminate on the basis of race, color, national origin, sex, disability, religion, age, genetic information, veteran status, gender identity or expression, or sexual orientation in its education programs and activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable statutes and University policies. University programs and activities include but are not limited to athletics (NCAA and club sports), admissions, financial aid, and employment. High Point University will not tolerate any form of harassment including sexual violence and sexual harassment. If a person believes that a violation has occurred, please report it to the appropriate High Point University Compliance Officer listed below. High Point University will not tolerate any form of retaliation towards a person reporting a violation.

For more information, please see HPU's [Title XI/Nondiscrimination](#) website and contact the Title IX Coordinator.

Title XI Coordinator Contact Information

Lori Stutts

Interim Title IX and 504 Coordinator

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Couch Hall, Room 327

One University Parkway

High Point, NC 27268

After normal business hours and weekends please contact Campus Security at [336-841-9111](tel:336-841-9111), to reach staff members on-call.

Complaints may also be filed with the Office of Civil Rights:

U.S. Department of Education

400 Maryland Avenue, SW
Washington, DC 20202-1475

Telephone: [\(202\) 453-6020](tel:(202)453-6020)

Email: OCR.DC@ed.gov

Web: <https://www.ed.gov/ocr>

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Professionalism**Professional Technical Standards**

(full policy here: [Professional and Technical Standards](#))

Enrollment in the DPT Program assumes certain essential cognitive, emotional, and technical skills. In addition to the academic admissions requirement, the Essential Technical Standards delineate the abilities and skills that degree candidates must possess to engage safely and competently in required learning activities.

The HPU DPT Program prepares physical therapists to serve as generalist practitioners. To function as a physical therapist with generalist skills in a variety of clinical, classroom, and community situations, an individual must have abilities and skills in the following areas: observation; behavior, social skills, and professionalism; communication; cognitive/integrative abilities; and psychomotor skills. Also inherent in performance expectations are providing services in a timeframe appropriate to the context of care.

Overall, the purpose of technical standards is to delineate the skills deemed essential for continuation in and completion of the educational program. Technical standards are necessary to identify and communicate specific expectations for student performance in the academic and clinical environments. Reflected in the standards are those behaviors, knowledge, and skills that degree candidates must possess to engage safely and competently in required learning activities and in clinical practice to ensure the well-being of the patient/client, self, and others.

Skills fundamental to physical therapist practice and to the curriculum of the HPU DPT Program include but are not limited to the following:

- Observation Skills
- Behavior, Social Skills, and Professionalism
- Communication
- Cognitive/Integrative Abilities
- Psychomotor

If a student has a documented disability and is unable to directly provide safe and effective care, they must demonstrate the ability to manage patient/client care with the assistance of approved reasonable accommodations.

It is High Point University's policy to ensure that no qualified student with a disability is denied the benefits of, excluded from participation, or otherwise subjected to discrimination in any University program or activity. In response to a request made by a qualified student with a documented disability, the University will arrange, at no cost to the student, for the provision of reasonable academic and programmatic accommodations and supports while upholding the academic, clinical, and technical standards of the DPT Program.

Accommodations are determined by the Office of Accessibility Resources and Services (OARS) to be necessary to afford the student with the opportunity for full participation in University programs. If any student needs assistance with regards to any disability, the student must contact OARS.

If any student needs assistance regarding any disability, the student must contact:

Office of Accessibility Resources and Services (OARS)

4th Floor, Smith Library

Phone (336) 841-9026

Fax (336) 841-6324

Email OARS@highpoint.edu

 www.highpoint.edu/oars

Professional Conduct

In addition to the Professional Technical Standards, it has been recognized by educators and practicing professionals that a repertoire of behaviors is required for success (Alverno College Faculty, Assessment at Alverno, 1979). The process of developing professional behaviors takes place over time through education, modeling of behaviors, and practice. As such, HPU DPT students are provided opportunities to embody and practice specific professional behaviors related to the physical therapy profession at multiple points throughout the curriculum in both classroom and clinical environments.

The DPT Degree Program utilizes abilities-based assessment throughout the curriculum to ensure the acquisition of entry-level skills and promote the development of professional behaviors. Ability-based assessment is a dynamic process that focuses on behavior to complement knowledge acquisition and skill building. Basic science knowledge provides the framework for physical therapy education; however, to cultivate successful practitioners, the didactic delivery must bear responsibility for instilling characteristics that promote personal responsibility and the development of professional behaviors.

The following list specifies professional abilities and behaviors identified by clinicians as the most important abilities for DPT graduates to possess. These professional abilities and behaviors reflect HPU DPT's values and expectations for matriculating students and graduates:

1. Critical Thinking

The ability to question logically; identify, generate, and evaluate elements of logical argument; recognize and differentiate facts, appropriate or faulty inferences, and assumptions; and distinguish relevant from irrelevant information. The ability to appropriately utilize, analyze, and critically evaluate scientific evidence to develop a logical argument, and to identify and determine the impact of contextual factors and life experiences on the decision-making process.

- Raises relevant questions
- Understands and accepts scientific method
- Thinks analytically
- Uses information effectively
- Formulates alternate hypotheses
- Critiques solutions
- Feels challenged to understand and solve problems

2. Communication

The ability to communicate effectively (i.e., verbal, non-verbal, written, etc.)

- Demonstrates basic English skills
- Presents verbal or written message with logical organization and sequencing

3. Problem Solving

The ability to recognize and define problems, analyze data, develop and implement solutions, and evaluate outcomes.

- Recognizes problems and prioritizes them
- States problems clearly
- Can identify solutions to the problem or resources needed to develop solutions

4. Interpersonal Skills

The ability to interact effectively with patients, families, colleagues, other health care professionals, and the community in a holistic and respectful manner.

- Maintains professional demeanor in all clinical and classroom interactions
- Recognizes impact of verbal and non-verbal communication and modifies all communication to meet situational needs
- Listens actively and uses appropriate body language
- Assumes responsibility for mistakes, apologizes
- Demonstrates interest and ability to work with peers in a group process/project

5. Responsibility

The ability to be accountable for the outcomes of personal and professional actions and to follow through on commitments that encompass the profession within the scope of work, community, and social responsibilities.

- Demonstrates dependability
- Demonstrates punctuality
- Fulfills commitments
- Budgets time wisely
- Accepts responsibility for actions and outcomes
- Provides safe and secure environment for patients

6. Professionalism

The ability to exhibit appropriate professional conduct and to represent the profession effectively while promoting the growth/development of the physical therapy profession.

- Projects professional image
- Continuous positive regard for all
- Abides by APTA Code of Ethics and standards of practice
- Follows state licensure regulations
- Abides by facility policies and procedures
- Abides by university and department policies and procedures
- Demonstrates involvement in and commitment to local and national chapters of the APTA
- Contributing creatively to classroom and community projects on a regular basis
- Demonstrates leadership qualities
- Demonstrates respect for others

7. Use of Constructive Feedback

The ability to seek out and identify quality sources of feedback, reflect on and integrate the feedback, and provide meaningful feedback to others.

- Actively seeks feedback and help
- Demonstrates a positive attitude towards feedback
- Critiques own performance
- Integrates feedback for positive change in growth

8. Effective Use of Time and Resources

The ability to manage time and resources effectively to obtain the maximum possible benefit.

- Meets external deadlines
- Demonstrates flexibility and adaptability
- Sets priorities
- Sets realistic goals
- Utilizes university library resources

- Utilizes time wisely outside of class and clinic

9. Stress Management

The ability to identify sources of stress and to develop and implement effective coping behaviors; this applies for interactions for: self, patient/clients and their families, members of the health care team and in work/life scenarios.

10. Commitment to Learning

The ability to self-direct learning to include the identification of needs and sources of learning; and to continually seek and apply new knowledge, behaviors, and skills.

- Reads articles critically and understands limits of application to professional practice
- Demonstrates a positive attitude and motivation towards learning
- Monitors own progress
- Takes a collaborative approach
- Seeks assistance from professors or peers regarding difficult concepts
- Demonstrates initiative towards learning
- Demonstrates equal participation in progression and completion of group projects

HPU DPT students will participate in ongoing assessment of their performance of these professional abilities and behaviors both formally through assessments and student matriculation policies and informally through advising and mentorship relationships with emphasis on guided self-assessment to ensure preparedness for clinical practice and sustained performance of these professional attributes beyond the walls of HPU.

Professional Dress Code

(full policy here: [Student Dress Code](#))

Wearing professional attire is one means of identifying as a professional in physical therapy and as a representative of High Point University's Doctor of Physical Therapy Program. Professional attire is required for all classes and Department meetings unless otherwise instructed by Department leadership or the course director. It is the responsibility of the student to seek guidance if there is any question on the acceptability of a chosen outfit. Students are expected to use discretion and good judgment in their personal appearance. Students should be mindful that some outfits, although neat and stylish, may not be appropriate for a professional or clinical environment. Good personal hygiene is required of all students, at all times. The goal is to present a professional appearance. Students will receive feedback about grooming and attire from faculty, course directors, and peers when appearance does not meet expectations for professional and clinical environments. Consistent violations of this dress code policy may result in a citation for professionalism.

Classroom Behavior

Students are expected to behave in a manner commensurate with their status as mature, intelligent, and professional adults. Actions and behaviors should reflect the student's awareness and appreciation of the importance of all instructed material. Examples of unacceptable classroom behavior include, but are not limited to:

- Tardiness
- Early departure
- Excessive talking or texting during lecture
- Cell phone use
 - Note, cell phones must be on silent mode during class
- Inattentive or distracting behavior
 - This includes but is not limited to a head on a desk, feet on a table, sleeping, or engaging in activities that are unrelated to the class itself

Computers used in the classroom are to be used only for course-related activities. Checking email or engaging in activities not directly related to the course being instructed is strictly prohibited.

Attendance Policy

(full policy here: [Student Attendance](#))

To foster the professional development of entry-level clinical practice attendance expectations, students should view attendance throughout the HPU DPT curriculum as they view attendance to a job during a professional career. In the workplace, on-time and consistent attendance is mandatory, absences or lateness require reasonable notification and approval, and chronic or consistent absences jeopardize student ability to demonstrate required Professional and Technical Standards of the Program. Therein, consistent, punctual, and prepared attendance throughout the HPU DPT curriculum is required for all students.

Link to Student Absence Form here: [Student Absence Form](#)

Inclement Weather Policy

(full policy here: [Inclement Weather](#))

The policy of High Point University is to conduct scheduled classes, keep offices open and carry on normal college operations under conditions deemed to be reasonably safe. The Department of Physical Therapy will follow the guidance of the University on cancelled didactic classes due to inclement weather. When adverse weather conditions or other events force the temporary closing of the University or postponement of classes, students will be notified via email and postings on the HPU website. Emergency situations (i.e. tornado warnings) are communicated via the Panther Alert system. This includes emergency text/voice messaging, emails, desktop alerts and campus sirens (when necessary). It is the responsibility of each student to ensure that the University has up-to-date contact information. In the event that Program activities are being held and students feel unsafe to travel in the inclement weather, students must notify the course director and the Director of Students immediately.

Students in clinical education experiences must follow the policy of their clinical site.

Remote Learning Policy

(full policy here: [Remote Learning](#))

In alignment with the High Point University and Department of Physical Therapy's attendance policies, all students are expected to attend all scheduled classes, labs, tutorials, meetings, and clinical experiences in person unless otherwise specified in the syllabus or by the course director. Remote learning opportunities, however, may be available.

Social Media Policy

(full policy here: [Social Media](#))

Social media has grown to be an important part of professional development or growth. The Department supports its use for professional reasons and uses these platforms to help promote the program, faculty, students, and profession.

HPU Department of Physical Therapy students, faculty and staff should understand and adhere to the University and Department policies.

Dating and Relationships

The University prohibits dating and romantic or sexual relationships between University faculty or staff members and students. This includes, but is not limited to, dating faculty, asking faculty for dates, engaging in romantic or sexual activities with faculty, asking faculty to engage in romantic or sexual activities, or engaging in any activities designed to encourage or which does encourage a romantic or sexual relationship with faculty.

Faculty members and other University employees who work with students must also take care not to exploit students in other situations, such as mentoring, advising, or work-study assignments.

Inappropriate relationships are not limited to sexual, romantic, and dating relationships, and may also include close friendships, partnerships, business, fiduciary, and other types of relationships. It is difficult to define when a positive, healthy, and appropriate relationship has "crossed the line," and therefore students are encouraged to be cognizant of such relationships with faculty.

Students and their immediate family should avoid developing any relationships with faculty or staff and their immediate family, which are disruptive to the learning environment, create a conflict of interest or the appearance of a conflict of interest, and potentially lead to charges of favoritism, discrimination, exploitation, coercion, and harassment.

Strong suspicion of inappropriate relationships should be reported to the Department Chair and/or Director of Students or other appropriate administrator for further investigation and intervention.

High Point University reserves the right to take whatever action is appropriate, in its discretion, to protect the University's interests in the event of inappropriate relationships or violation of this policy. This may include, among other things, reassignment, or dismissal of one or more of the employees or interns involved.

Drugs and Alcohol

The University prohibits the unlawful possession of alcohol and illicit drugs by students, faculty, and staff either on University property or at any University-sponsored activity.

There will be no tolerance of alcohol or illicit drug use during class, laboratory, or clinic hours while on campus or during rotations. If a student appears to be under the influence of alcohol or illicit drugs, the student will be immediately referred to the Academic Review Committee (ARC) as outlined in the Student Support, Remediation, and Probation Policy. The student will **not** be allowed to participate in classroom or clinical activities until the situation has been resolved.

Consequences of drug or alcohol use as outlined above may include suspension and/or dismissal from the program as determined by the ARC and Department Chair in consultation with the Dean of the CSHS.

The University reserves the right to discipline members of the University community who, in other situations, whether on campus or off, are found to be in violation of federal, state, and local laws related to the use of controlled substances.

Academics

Doctor of Physical Therapy Program Curriculum Overview

The professional entry-level DPT program consists of 131 credit hours of full-time study which are offered in nine semesters over three calendar years. Students typically start the Program each May. Upon successful completion of the Program, graduates are awarded a Doctor of Physical Therapy (DPT) Degree. This degree prepares students to be autonomous general practitioners equipped with the necessary tools to practice physical therapy in the 21st century. In addition to receiving a degree, students must pass the National Physical Therapy Examination (NPTE) to apply for licensure.

The DPT curriculum is predicated on evidence-based practice. Clinically oriented courses draw extensively from primary source research as well as traditional theory and practice. A strong

foundation in basic science is established early in the curriculum alongside courses in which students learn skills necessary for the practice of physical therapy. The physical therapy curriculum explores motor control and movement theory as foundational principles of PT education. Students study movement and its effects on each body system and how it relates to physical therapy management across the lifespan.

A major goal of the curriculum is to encourage students to develop lifelong learning skills as a means of remaining up to date throughout their careers. This is accomplished, in part, by educating students to be consumers of relevant literature and make wise choices for their future continuing education experiences. To provide opportunities for students to build professional relationships in the field, recognized clinical experts are regularly utilized as instructors in the Program.

The future of health care has always rested on the art and scientific inquiry of its practitioners. Physical therapy is a profession, which like other health care professions, is ever evolving and advancing in the quality, nature, and extent of services offered. The body of knowledge of physical therapy will only grow if its practitioners engage in basic and clinical research. The DPT Program at High Point University is firmly committed to developing new knowledge and advancing the profession of physical therapy.

The curriculum is designed in a core curriculum format with each student taking all courses within the designated timeline. The curriculum design along with the academic/clinical schedule are described in the Plan of Study located on the DPT Student Portal on Sharepoint.

The current Plan of Study is found in the Curriculum content folder in the DPT Portal located on Sharepoint. The Plan of Study includes the curriculum, semester dates, holidays and other required events.

Student Goals and Expected Learning Outcomes

Goal #1: Professional Values

Students will develop strong professional values that lead to engagement in their clients and profession.

- 1A. Students will demonstrate behaviors consistent with HPU DPT Values Statement.
- 1B. Students will strive to develop APTA core values during interactions with stakeholders.
- 1C. Students will demonstrate excellent accountability during interactions with stakeholders.
- 1D. Students will demonstrate excellent communication during interactions with stakeholders.

- 1E. Students will demonstrate a deep understanding of broad perspectives and experiences during interactions with stakeholders.
- 1F. Students will demonstrate a commitment to growth as it relates to professional development and the evolution of physical therapist practice.
- 1G. Students will value and be excellent contributors to the healthcare team.

Goal #2: Clinical Practice

Students will be able to deliver comprehensive evidence-based physical therapist practice in multiple settings for clients across the lifespan.

- 2A. Students will excel in the didactic curriculum.
- 2B. Students will excel in simulated client experiences.
- 2C. Students will gain experience caring for clients throughout their lifespan.
- 2D. Students will possess excellent, evidence-based screening skills.
- 2E. Students will possess excellent, evidence-based examination skills.
- 2F. Students will possess excellent, evidence-based evaluation skills.
- 2G. Students will possess excellent, evidence-based diagnostic skills.
- 2H. Students will possess excellent, evidence-based intervention skills.
- 2I. Students will possess excellent, evidence-based skills in developing and modifying the plan of care.

Goal #3: HPU Opportunity

Students will have exposure to unique opportunities related to advanced physical therapist practice, research, and community outreach.

- 3A. Students will gain experience in advanced practice areas.
- 3B. Students will gain experience in physical therapy related research areas.
- 3C. Students will gain experience in community outreach and related activities.

HPU DPT Curriculum Committee

The HPU DPT Curriculum Committee is led by a Department Education Leadership Team member and includes members of the DPT faculty. The Committee reviews all changes to the curriculum, such as course descriptions, course objectives, new course proposals and curriculum sequence. Some curricular changes are implemented after approval by the HPU DPT Curriculum Committee while others require additional approval from the CSHS Curriculum Committee and the Graduate Council.

Time to Complete DPT Degree

Students in the Program have a maximum of four years to complete the DPT degree.

Grading Policies

(full policy here: [Grading and Exams](#))

This grading policy was chosen based on educational literature which reports that a Pass/Fail Grading System helps encourage self-regulated learning, including more active, collaborative, and student-centered methods. In addition, Pass/Fail grading systems have found an increase in student satisfaction and improved well-being without sacrificing overall academic performance.

Course Evaluation Policy

(full policy here: [Course Evaluations](#))

Students in the Doctor of Physical Therapy program are required to complete course evaluations. These evaluations, which are delivered online, are an important part of High Point University's assessment program.

Academic Honesty Policy

(full policy here: [Academic Honesty](#))

Academic dishonesty in any form, be it plagiarism, fabrication, cheating, or academic misconduct, will not be tolerated and will be treated seriously. The Honor Code espouses the values of truth, honesty and fairness. The Code of Conduct serves to remind students that while each individual strives for the pursuit of excellence, behavior should align with and respect the societal standards in which the effort takes place. Students are encouraged to review the University Honor Code that is present within every course syllabus and posted in the HPU Student Guide to Campus Life for a more comprehensive review of the standards by which students are bound. In addition, as members of an established profession, the program faculty and students will adhere to the American Physical Therapy Association (APTA) Code of Ethics. *Any* violation of that code is subject to disciplinary action up to and including dismissal from the Program. A copy of the APTA Code of Ethics is provided in PT 7090, Professionalism and Leadership I.

Additional standards reflective of academic integrity and appropriate conduct on written and practical examinations, performance assessments and course assignments are included in the Department's policy.

Computer Requirements

All assessments throughout the HPU DPT curriculum are taken on a digital platform called ExamSoft using Exemplify software. As such, all students are required to have laptops and/or tablets that can run and support the ExamSoft platform and Exemplify software.

Windows, Mac, and iPad Requirements for Exemplify are available here:
<https://examsoft.com/resources/exemplify-minimum-system-requirements>

Students are expected to review these requirements prior to starting the HPU DPT Program and on a regular basis throughout their tenure in the Program to ensure their electronic devices are up to date and consistently able to employ ExamSoft.

Student Academic Records

Student files are maintained in password protected digital platforms accessible only to HPU DPT Program faculty and staff. Students can access files that are part of their academic record as outlined in FERPA. Students are not permitted to have access to the academic records or other confidential information of other students.

Student files kept by the DPT Program include the following:

- Documentation that the student has met published admission criteria housed in PTCAS
- Documentation that the student has met University, Program, and clinical partner health screening and immunization requirements housed in EXXAT
- Student performance while enrolled including Program matriculation requirements maintained by the Director of Students and Director of Assessment and Outcomes
- Identification of student deficiencies in knowledge, or professional and technical standards, remediation efforts, and outcomes maintained by the Director of Students
- Summaries of any formal academic/behavioral disciplinary action taken against a student maintained by the Director of Students
- Documentation that the student has met requirements for program completion maintained by the Director of Students and Director of Assessment and Outcomes

Family Education Rights and Privacy Act (FERPA)

FERPA is a federal law designed to protect the privacy of education records. It also provides guidelines for appropriately using and releasing student education records. It is intended that students' rights be broadly defined and applied. Therefore, the student is considered to be the "owner" of his or her education record, and the institution as the "custodian" of that record. If you have questions regarding release of information, please visit www.highpoint.edu/registrar.

Copyright Protection of Educational Materials

Students may not redistribute educational materials (print, audio and/or visual) that they receive through their education at the University or within the Department of Physical Therapy without the expressed written consent of the Course Director. Dissemination or unauthorized duplication of educational materials will be considered a violation of this policy and a breach of academic honesty and integrity.

Student Success and Retention

Student Retention

Students are the focal point of the Program, and the ability to address their areas of academic and professional concern is crucial to their success. There are always open lines of communication between faculty and students. For example, students are encouraged to seek faculty consultation on any academic or professional issue they believe is pertinent to their success in the Program. Each student is assigned a faculty advisor and is required to meet with their advisor at least once per semester. Students also have the option of seeking further help or support as needed. Faculty provide individual mentorship, hold mid-term evaluations of student progress, maintain regularly scheduled office hours, and offer open labs to assist in skills competency. Students may also access the [Office of Accessibility Resources and Services](#) (OARS) if reasonable accommodations are needed.

Criteria for Academic Progression Policy

(full policy here: [Academic Progression](#))

Students must successfully complete (i.e. pass, low pass \leq 2 times, not fail) all courses from previous semesters as outlined in the cohort's plan of study in order to progress to the subsequent semester. Occasional exceptions due to personal, health, or other extenuating situations may occur. Any exceptions to academic progression are under the purview of the ARC with approval of the Department Chair.

Student Support, Remediation, and Probation Policy

(full policy here: [SSRP](#))

The Department of Physical Therapy has created a Student Support, Remediation and Probation Policy (SSRP) to help navigate various academic and professionalism-based citations that may occur without the program. The intent of this policy is to foster student retention and development throughout the program, but also serves as a formal disciplinary and notification mechanism when students are not meeting the academic, professional, and/or technical standards of the DPT program.

All students matriculate into the DPT program in 'good standing' and remain with this status unless notified. Instances of academic or professional concerns will be documented by the appropriate faculty member in "Starfish" by raising a flag. This process notifies the Director of Students who sends a letter to the student within one business day that explains the level of citation and the expected process.

Student Advising Policy

(full policy here: [Advising](#))

Advising is a required component of the HPU DPT curriculum. The aim of advising is to facilitate student development of professional and academic strategies imperative for success during the academic and clinical rigors of the program. Faculty advisors have training and expertise in the discipline of physical therapy and are invaluable resources to students. The advisor serves as a resource for students to access to support academic, professional, and personal success.

DPT Student Peer Mentor Program

The DPT Student Peer Mentor Program was developed in the spirit of fostering peer-to-peer support and networking within the Program. The DPT Student Council and Director of Students collaborate to oversee the pairing of incoming students with their Peer Mentor. They make every effort to match peers who have similar interests and experiences through a survey process that occurs during the Spring Semester preceding new student orientation each year.

Through the matching process, each incoming 1st year DPT student is paired with a 2nd year DPT student. This upperclassman student acts as a mentor and a source of support and guidance throughout the Program. Each incoming 1st year student is also paired with a 3rd year student, who is available for further guidance and support as needed.

This Peer Mentor Program aims to benefit incoming students and facilitate student retention by providing meaningful support and mentoring opportunities between peers. This program also benefits the Department of Physical Therapy as a whole by creating networking and ongoing interaction between all cohorts throughout their time in the HPU DPT Program.

Graduate Assistants Policy

(full policy here: [Graduate Assistants](#))

Graduate Assistants (GA) are instrumental in helping throughout the DPT curriculum. The number and hours of graduate assistants will vary year to year, depending on need and budgetary constraints.

There are three types of GA's: Educational, Research and Departmental. A list of Graduate Assistant openings available to students for the upcoming year.

Student Grievance Procedures, Appeals, and Withdrawal from the DPT Program

Student Grievance Procedures

Any student who is unsatisfied with their experience or with an encounter with any student, faculty or staff member of the Department of Physical Therapy at High Point University is advised to file a timely written complaint with the department.

The process for handling complaints is as follows:

When possible, the grievance must first be discussed between the parties involved. If the grievance is not resolved to the student's satisfaction after this initial encounter, the grievance may be submitted through the following administrative channels:

1. Director of Students
 - Dr. Renee Hamel
 - rhamel@highpoint.edu
2. Department Chair
 - Dr. Jeffrey Taylor
 - jtaylor@highpoint.edu
3. Dean of the Congdon School of Health Sciences
 - Dr. Kevin Ford
 - kford@highpoint.edu
4. Provost, Office of Academic Affairs
 - Dr. Daniel Erb
 - derb@highpoint.edu

While it is recommended that the filing student pursue appeal to the personnel above in an ascending order beginning with the person with whom they have an issue, it is of primary importance that the filing student feel comfortable with the appeal process, and therefore, the student may pursue their grievance at the level where they feel most comfortable. Complaints that fall outside of due process should be directed in writing to the Department Chair.

If the complaint that is being filed is against the Department Chair, the complaint should be addressed to the Dean of the Congdon School of Health Sciences.

Appeals of Disputed Course Grades Policy

(full policy here: [Grade Appeal](#))

Students have the right to appeal a final course grade. Students should discuss the matter with the faculty member first. If a satisfactory conclusion is not reached, a student may appeal the matter to the Department Chair. The decision of the Department Chair is final. In cases where the faculty member is the Department Chair, the appeal is routed to the Dean of the Congdon School of Health Sciences.

Withdrawal Policy

A student may voluntarily withdraw from the University from all classes in which he/she is currently enrolled and receive a final grade of "W" with the exception of those classes in

which the grade of Fail has already been earned if the withdraw is on or before the last day of class. Withdraws submitted after the last day of class will be processed after grades are recorded.

The procedural requirements for withdrawal in good standing will be explained and coordinated by the Office of Graduate Operations. The process is essentially the reverse of enrollment. All accounts must be clear and academic records reviewed before withdrawal is complete. The University Withdrawal Form must be completed by the last class day of the semester

Students should contact the Coordinator of Graduate Operations, Ms. Jodi Moser, jmoser@highpoint.edu, or (336) 841-9310 to obtain the withdrawal form to initiate this process.

Students should also visit the [Financial Aid and Student Accounts website](#) for additional information on how this may impact the student's tuition and fees.

Reapplication to the HPU DPT Program

In the event that a student withdraws or is dismissed from the HPU DPT Program, he/she will have the option to reapply for admission within one year following his/her dismissal and contingent upon a positive recommendation from the Academic Review Committee, the Department Chair, and the Dean of the Congdon School of Health Sciences. The reapplication process is as follows:

1. The student must reapply to the Graduate School and the HPU DPT Program to be readmitted no earlier than one semester following the semester of dismissal. If the student is granted readmission, he/she will be readmitted at the point in the curriculum where he/she has received passing grades. The point in the curriculum of readmission is contingent upon the recommendations and approval of the Academic Review Committee, the Department Chair, and the Dean of Congdon School of Health Sciences.
2. The reapplication to the Program must include a statement addressing the reason for dismissal and actions that have been taken to remediate the student's success in completing the HPU DPT Program if readmitted. The student may include any documentation to support or validate his/her growth and development in academic, professional and/or clinical areas in the time since his/her dismissal from the Program.
3. A copy of the reapplication must be submitted in writing to the HPU DPT Program and should be addressed to the Department Chair and the Academic Review Committee. A copy must also be sent to the Dean of the Congdon School of Health Sciences.
4. The Department Chair, with input from the Academic Review Committee and will make the final decision regarding re-admission.
5. If a student was dismissed based on clinical performance, he/she may be readmitted at the point in which he/she was previously enrolled in the Program, and the student must complete clinical coursework contingent on the recommendation of the Academic Review Committee, the Director of Clinical Education, the Department Chair, and the Dean of the Congdon School of Health Sciences.

6. If a student is readmitted and probation is warranted for any reason after his/her readmission, he/she will be immediately dismissed, but will have the option of appeal.

DPT Student Life

High Point University provides an engaging environment for students as well as an appropriate network of student support services. These opportunities and supports are consistent with HPU and the Department of Physical Therapy's missions and are intended to promote student learning and enhance the development of all students. These opportunities include:

- Access to student records via the Registrar's Office (enrollment verification; official academic records, etc.)
- Financial Assistance (Federal Direct Unsubsidized Loan, if qualified through the Free Application for Federal Student Aid; private, alternative loans based on a standard credit analysis, etc.)
- Multiple on-Campus Dining Options
- On-Campus Exercise Options
- Campus Safety and Security coordinated by 24- hour High Point University Security team
- Accessibility the Arts (theater, music, art exhibits, and lectures)
- University Bookstore (textbook purchasing, online ordering, delivery options)
- Access to my.highpoint.edu and Blackboard for electronic access to grades, financial accounts, registration, and other personal information
- Counseling services, including assistance for emotional, behavior, psychological, and/or substance abuse problems
- Routine medical care provided at the Student Health Clinic
- Professional advising by faculty in the Department of Physical Therapy
- Academic tutoring for professional courses
- Twenty-four-hour access to library services
- Access to computers and printing
- Accommodation of Students with Disabilities via the Office of Accessibility Resources and Services (OARS)
- Opportunities to participate in community service projects via professional student organizations
- An active Campus Ministry representing numerous denominations
- Airport transportation to and from regional airports

Because of the specialized and intensive nature of physical therapy education, all students enrolled in the High Point University DPT Program will receive ongoing attention and guidance from all faculty members within the Department of Physical Therapy. This academic and mentoring support will benefit students long after they leave the Program, as it will provide them with points of professional contact throughout their careers.

For questions regarding student life and/or support services available, please see the [HPU Student Life](#) website or contact the Director of Students, Dr. Renee Hamel, at rhamel@highpoint.edu or 336-841-9724.

DPT Student Council

The Department of Physical Therapy has an active Student Council comprised of current DPT students from each cohort elected to office by their peers. The DPT Student Council serves as the primary vehicle through which students communicate collectively with the DPT Program faculty, the Congdon School of Health Sciences, University Administration, HPU Graduate Student Government Association, the APTA and various community organizations.

Through the DPT Student Council, current DPT students gain access to a variety of professional development, community service and fundraising opportunities. All students are strongly encouraged to participate.

At the beginning of the fall semester of year one of the Program, the President of the second year DPT class will call for nominations for class representatives from the first year DPT class. Students receiving two or more nominations will be notified of all positions for which they were nominated and will be asked to identify one position for which they wish to run. Following all nominations, a formal election process will be held within the class, and the student receiving the majority of votes will be elected. The responsibilities of these individuals may include, but are not limited to:

1. Communicating on behalf of the class at faculty meetings and/or faculty retreats.
2. Serving on department ad hoc committees.
3. Representing the Program on the HPU Graduate Student Council.
4. Communicating with liaisons at the APTA, North Carolina Chapter of the APTA and other outside groups.

Elected officers of each class shall be President, Vice-President, Secretary, Treasurer and Admissions Chair. These individuals constitute the Executive Committee. All officers shall participate in all Class Government meetings as active voting members and serve as liaisons between the Student Class Government and the student body for the class.

For more information on specific DPT Student Council Officer roles and responsibilities, please see the DPT Student Council Handbook.

Graduate Student Government Association

The [Graduate Student Government Association](#) (GSGA) is open to all graduate students enrolled at HPU. The organization serves as point-of-contact for incoming and current High Point University students in the Norcross Graduate School. The organization offers fellowship for all

graduate students via social events, networking, and professional activities. The GSGA serves as a source for information about research and graduate studies to foster opportunities to grow as a person, student, and professional.

Student Clubs and Organizations

High Point University has nearly 100 student clubs and organizations that provide undergraduate and graduate students with a variety of opportunities to get involved on campus. These organizations are student-led and advised by HPU faculty and staff. To find a full list of current student clubs and organizations and contact information, please visit [HPU Connect](#).

Recreation Services

The Slane Student Center is a state-of-the-art fitness facility which offers High Point University Students a full line of fitness amenities and recreational services. [HPU REC](#) is tailored to a comprehensive approach to wellness, fellowship and life-long fitness. All services provided by the recreation department are complimentary. The fitness center includes a wide range of industry leading strength and cardio equipment. Each cardio machine features a high-definition touch screen display with HD television, web browser, and Apple/Android accessible media jacks.

The multi-functional recreation court has the capability to hold two full-court basketball or volleyball games simultaneously. Surrounding the court is the suspended cushioned running track. A fully operational group exercise room allows for both private and group exercise classes. Group Exercise Certified Instructors offer an array of classes ranging from the ever- popular Yoga, Spinning and Zumba to the latest, cutting-edge fitness workouts and trends.

HPU REC has five outdoor heated pools each including a 16-person Jacuzzi which offers a relaxing break. There are nine fitness facilities located across campus to provide an opportunity for exercise wherever you live. Leisure activities include Bocce Ball, Corn Hole, Ladder Golf, Bicycles, Trikes and a Tandem bike. There are also three outdoor basketball courts and four beach volleyball courts available for your enjoyment.

Intramural Sports (IM) feature competitive and non-competitive programming for female, male, and co-ed teams. Each semester IM Sports provides students with both team and individual competition. Some of the sports offered include flag football, soccer, softball, indoor and beach volleyball, tennis, basketball, ultimate frisbee, softball, dodgeball and racquetball

Additional student activities include [The Point Arcade](#) and [The Extraordinaire Cinema](#), both located on the lower level of the R.G. Wanek Center.

Events

Our campus continually hosts a wide array of artists, scholars and innovators at venues across campus. Students, faculty, staff, and members of our community have enjoyed such guests as actor Lea Delaria from Netflix ~~Orange is the New Black~~, best-selling author Wes Moore, and

Queen Noor of Jordan. Peruse HPU's Office of Student Life's monthly [calendar](#) for upcoming events or visit the [Campus Concierge](#) and [HPU Connect](#) websites.

Chapel and Religious Life

The University is committed to not only providing space and support to multifaith development but also, interfaith engagement and service. Interfaith engagement is about creating bridges of understanding and empathy across lines of religious traditions.

Both undergraduate and graduate students are active in many campus ministries, including, but not limited to:

- Alpha Delta Theta
- Alphi Phi Omega Service Fraternity
- Board of Stewards
- Campus Outreach
- Catholic Campus Ministry
- Chapel Choir
- Collision Worship Band
- Genesis Gospel Choir
- Habitat for Humanity
- Hillel
- HPU Sunday
- Infinite Space
- Interfaith United
- Pre-Ministerial
- Young Life- College

For more information, please visit the [Office of Religious Life](#), located in Hayworth Chapel, or call 336-841-9132.

Community Outreach

Together, students, faculty, and staff partner with the community to make High Point a more safe and livable community for all people. High Point University students and faculty have served over one million hours in the City of High Point and invested millions of dollars.

Some of the programs that DPT students are actively involved with in service to the High Point community include, but are not limited to, the [HPU Pro Bono Physical Therapy Clinic](#), Community Garden, and Food Pantry, the High Point Community Writing Center, the [MLK Day of Service](#), Habitat for Humanity, the HPU [Volunteer Center](#), the annual DPT [Halloween Family 5K Fun Run and Walk](#), and other activities coordinated through the DPT Student Council.

Following the trail blazed by Dr. Qubein, who has been a life-long citizen and champion for High Point, the mission of the [Service-Learning Program](#) at High Point University is to engage students in an experiential and interdisciplinary learning environment that promotes their understanding of and commitment to responsible civic leadership.

- Students serve in courses where they take the classroom out into the community through real-world service builds on and critiques the theories they read in the class.
- Students serve in clubs and organizations that make long-term commitments to particular agencies in High Point to become partners for sustainable change.
- Students serve by becoming engaged in local politics, community development, non-profit boards, and social enterprise opportunities.
- And recent graduates serve through one of the largest campus-based AmeriCorps VISTA Programs in the nation.

Photo and Video Permissions

High Point University reserves the right to take photos and videos of HPU students, family members and guests on campus. The images may be used in HPU publications, marketing materials, or on the University website. HPU may edit the material for brevity, clarity, focus, and enhance audio and visual formats for consistency and best results. The images and/or commentary may appear in any of the wide variety of formats and media available to the University or may come available in the future, including but not limited to print, DVD, social media channels, YouTube, and other electronic/online media. High Point University is released and discharged from any and all claims and demands arising out of or in conjunction with the use of the photographs and/or video or other commentary, including any and all claims for libel. This policy will be in compliance with FERPA guidelines.

Department of Physical Therapy Student Resources

For questions regarding resources available for DPT students within the Department of Physical Therapy, please review the resources provided in this handbook or contact the Director of Students, Dr. Renee Hamel, at rhamel@highpoint.edu or 336-841-9724.

DPT Student Access to Classroom and Laboratory Spaces

Physical Therapy students will have unrestricted access to the Congdon School of Health Sciences with their valid HPU Passport card via swipe lock system. Additional academic building access is available with faculty approval.

Classrooms, clinical laboratories, and equipment stored in classroom closets within Congdon Hall are available to physical therapy students outside of class times and after hours as a priority. However, in a best effort to be good citizens of campus, the Department of Physical Therapy may share these spaces with other faculty and students on campus. The Director of Students and

Department Administrators will make every effort to provide students with weekly room-use schedules to allow DPT students to plan their study time accordingly. DPT students may also reserve classroom space through the room reservation system. Students who have reserved spaces will have priority use of the space during their reservation time. Classrooms can be reserved by contacting the HPU DPT Department Administrator.

The Passport is created by [Campus Security](#) and allows access to campus buildings and allows the University to be a cashless campus. Exceptions to this rule are the Virtual Reality and Clinical Gait Analysis Laboratory (VRCGAL), the Human Biomechanics and Physiology Laboratory (HBAPL), and the Anatomy Laboratory. The HBAPL will not be accessible outside the hours of 8:00 AM – 5:00 PM without direct supervision and/or permission from the Department Chair. The Anatomy Laboratory will be available 24/7 to DPT students during the summer of year 1. Students who are associated with the DPT program, but who are not DPT students, must contact the Director of Willed Body Program for permission to use the Anatomy Laboratory. DPT students not currently enrolled in the gross anatomy course must ask the Director of the Willed Body Program for permission to use the Anatomy Laboratory.

The use of specific equipment may require permission and/or supervision by individual faculty as determined on a case-by-case basis. Students must consult with the faculty member of record for the course in which the equipment was used for instruction.

Students may be denied temporary or permanent access to laboratory space for the following reasons:

1. University property is found to be damaged or missing. Students will be held responsible for damaged or missing equipment.
2. Laboratories are left in an untidy state and unwanted items remain following use.
3. Students who admit any unauthorized guests into laboratory or classroom space.
4. Unauthorized recording or photography of anatomical specimens.

Student Lockers

Lockers and changing areas are available for DPT students within the department area on the 4th floor of the Congdon School of Health Sciences building.

Photocopying and Printing

Printing and copying are free and unlimited for DPT student at Follow-Me-Print locations on campus. Custom prints, posters, and other larger prints made in the [Media and Digital Services Department](#) incur additional cost. Follow-Me-Print devices are located on the 1st and 4th floors of the Congdon School of Health Sciences building as well as in other academic buildings across campus. To access free printing and copying services, students swipe their HPU Passport cards on the swipe lock system installed on Follow-Me-Print devices prior to each use.

Student Parking

All graduate students who park a vehicle on main campus are required to register their vehicle(s), display a valid parking permit, and should park in the appropriately designated spaces and lots on campus.

Students must begin registration online on [the HPU Security and Transportation's website](#), and then pick up their decals from the R.G. Wanek Center lobby Security Service Center or at the main Security office at the North College Administration building located at 1911 N. Centennial Street. Please note, a valid state registration must be present at time of decal acquisition unless said vehicle was previously registered.

The first parking registration cost is included in tuition fees. There is a \$500 fee for every other concurrently registered vehicle. There is no charge for a replacement set of decals provided:

1. The old decal pieces are presented
2. Official documentation is presented that demonstrates the vehicle or decals are no longer in use.

Students are prohibited from parking in Visitor, Student Health, and reserved parking spaces Monday – Friday between 7am to 5pm. Service & Delivery and Security parking spaces are reserved 24 hours a day. Citations shall be issued for parking and other traffic-related offenses.

Parking/ traffic citations may be appealed via an online process at www.highpoint.edu/parking. Appeals must be submitted within seven days of the receipt of citation. Visit the [HPU Security & Transportation](#) website for complete details.

University Student Resources

High Point University provides abundant support resources for enrolled graduate students. Information is updated on a regular basis and may be found at <https://www.highpoint.edu/graduate/student-resources/>.

Library and Learning Resources

Open 7 days a week, 24 hours a day, Smith Library is a 50,000 square foot facility that houses the university's book, journal and media collections. As the center of information resources and research on campus, the library is responsible for developing and housing a collection used by the High Point University community. Access is provided to a traditional collection and online materials to support undergraduate and graduate majors at the University. The materials at Smith are available to all students, faculty and staff.

The four floors of Smith Library contain a variety of study venues. The lower level offers group study areas and several high-tech collaboration spaces where students can work together. The library contains 125 computers, a library instruction lab, and a technology lab. The main floor of the library houses two computer labs, circulation services, reserves and a current

magazine/journal collection. The third floor is a place where students can find a quiet study area and browse the bulk of the book collection. The Fourth floor houses the Office of Academic Services such as disabilities support and tutoring.

High Point University Libraries are here to help all students! We know how important library support is to student success. As members of the High Point University community, DPT students have access to librarians 24 hours a day and 7 days a week, in person, online via the chat widget on the Library home page, or by text to 336-289-9974. Whether students live close by or far away, the library staff will assist in academic and research needs. For a personalized research session, students can contact the Physical Therapy library liaison David Bryden at dbryden@highpoint.edu.

If students need materials that the library does not hold, the library will provide access by purchasing the items or borrowing them from another library through our Interlibrary Loan Service. This service is available to students free of charge. Books will be delivered to Smith Library and journal content will be available in a digital format.

TALA (Triad Academic Library Association) is an agreement by which students, faculty and staff have borrowing privileges at regional academic libraries in the area. Students can travel to schools including Wake Forest University, UNC-Greensboro, NC A&T, and Guilford College and borrow materials by showing their High Point University Passport card. Information about this service is included on the [Library home page](#).

Citations can be tricky. HPU Libraries provide access to Endnote, free of charge! Endnote is a citation management tool that allows students to format, collect, organize and share citations. Endnote is compatible with hundreds of citation styles such as AMA, APA, and CSE and provides formatting styles for specific journals as well. The “cite while you write” plugin for Microsoft word can be used to format papers in the preferred styles. EndNote web is available as a download for MACs and PCs. The web version, <http://www.myendnoteweb.com> is free to use and will sync with the PC/MAC version.

HPU Libraries also offer customized research guides to help students in the DPT program. Students can find these guides on the HPU Libraries main webpage under [research guides](#). This resource provides citation guides, selected journals and books, even preferred databases, all customized for Physical Therapy. All online resources are accessible on the web for students, faculty and staff and seamless off-campus access is available to those with a High Point University email username and password.

Students can access all library resources on the library home page located at this link: <http://www.highpoint.edu/library/>.

University Bookstore

The campus bookstore is located on the second floor of the Slane Student Center and offers new, used, rental and electronic textbooks as well as HPU clothing items and supplies. Students may contact the bookstore at 336-841-9221 or bookstore@highpoint.edu. Books are ordered online only and then delivered to the bookstore location in the Slane Student Center within 24-48 business hours.

Bookstore Hours:

- Monday–Friday: 8:30 – 5:00 p.m.
- Saturday: 10:00 – 3:00 p.m.

Office of Information Technology

The Office of Information Technology (IT) covers all electronic systems and services including data and voice networks, the campus telephone system, internet access, my.highpoint.edu, the campus-wide wireless network and Blackboard. To contact or seek assistance, call 336-841-4357 or helpdesk@highpoint.edu.

My.highpoint.edu

www.my.highpoint.edu is an online service that allows students electronic access to their information such as grades, transcripts, online registration, and other information related to their academic lives.

- Access important information about your university account
- Click into your Blackboard Courses
- Find a centralized collection of useful university systems.

HPU Email Account

Students are provided free High Point University email accounts. Norcross Graduate School uses this email account as the primary channel of communication to graduate students. Email accounts are activated after a graduate student pays their matriculation deposit with the University.

Office of Student Life

At High Point University, we are committed to our students' success, both in and out of the classroom. It is a time for a life journey that is full of promise and opportunities. College and Graduate School are times of intellectual pursuit and a time for personal development and growth.

For all HPU students, there are times that the journey can be enhanced by the support from others and personal discovery that is necessary. [Care Alert](#) is a mechanism that community

members may utilize to help someone who is in need. This program is offered through the [Office of Student Life](#) and the [Counseling Center](#).

Care Alerts may be submitted for support in many areas including, but not limited to, mental health, death in the family, disruptive or disturbing behaviors, anxiety, stalking (including cyber stalking), physical attacks, intimidation, interpersonal relationships, substance concerns, family issues, etc.

The main goal of the HPU Care Alert program is to help students to be successful at HPU through individual support, care, and the coordination of HPU resources. Care Alert staff will reach out to the student to discuss the concerns they may be facing and to devise a strategy to help address these concerns. Students may continue to meet with our staff on a regular basis, be referred to the Office of Counseling Services or offices on campus or decide that they have received sufficient information after the first meeting.

Referrals from staff/faculty, family members, peers and students themselves may be done via telephone, email, or in person. Referrals to Care Alert may be kept anonymous.

If students would prefer to email a Care Alert or a request for supportive assistance from the Office of Student Life, please email care@highpoint.edu.

In the event of a personal emergency or someone is in need of immediate assistance, please call 911 or (336) 841-9111.

Counseling Services

The [Office of Counseling Services](#) is located on the 3rd floor of the Slane Student Center. The Office strives to provide comprehensive, developmental counseling services to all University students who may experience emotional, behavioral, and/or psychological concerns during college life. All clinical staff are North Carolina Board Licensed Clinical Mental Health Counselors or North Carolina Board Licensed Clinical Social Workers. They also contract with a North Carolina Board Licensed psychiatric provider to manage psychiatric medication needs.

Counseling services are available to currently enrolled students at High Point University and are covered by student fees. Any costs associated with medication that may be prescribed by our psychiatric provider are the responsibility of the client. The Office of Counseling Services also assists students in need of referral to local mental health providers as needed.

To make an appointment, students can email the Counseling Center at: counseling@highpoint.edu or call 336-888-6352.

Counseling Center Hours:

- Monday-Friday: 8:30am-5:00pm

Experiencing a [Mental Health Emergency](#)?:

- During Business Hours: walk-in to the Counseling Center

- If students are in physical danger, call 911 as well as Campus Security at 336-841-9111
- After Business Hours and Weekends: Call HPU Campus Safety and Security at 336-841-9111
- [Suicide Prevention Lifeline](#) has 24/7 chat and phone lines: 1-800-273-8255

Student Health

DPT students, like all full-time University students, have access to routine medical services at the [Student Health Center](#) by Novant Health located at 1300 University Parkway in the new Parkway Commons. The fee for this service is included in student tuition and fees.

Health Center Hours:

- During the academic year, Monday-Friday: 8:00am-5:00pm
- During the summer semester, Monday-Friday, 8:00am-12:00pm

To make an appointment, students may call 336-841-4683 or email: studenthealth@highpoint.edu.

Of note, all students in the DPT Program are required to have health insurance coverage. This coverage can be provided by their own personal policy (through parents or spouse, for example) or can be purchased from HPU. If the student is covered by a non-HPU policy, he or she will have to offer proof of insurance.

Office of Security & Transportation

Security Officers provide safety coverage 24 hours a day 7 days a week. Contact is:

- 336-841-9111 for an emergency
- 336-841-9112 for non-emergency issue

The HPU Passport is an identification card that allows students access to buildings and into events. The Passport is created in the [Security Office](#). Registering continuously and ahead of time for each term ensures that the Passport remains active allowing access to buildings.

- The High Point University campus is open daily from 6am-10pm. When campus is closed a valid HPU Passport must be presented for access to campus.
- All academic and administrative buildings are open Monday-Friday from 8am-5pm.

Graduate students may access academic buildings with their Passport until 10 pm. Additional academic building access is available with faculty approval. Access matters may be addressed by calling 336-841-9142 or at the Security Service Center in the R.G. Wanek Center. The Security Service Center can also assist students with Passport issues, decal issuance, lost or found items, or filing a report.

HPU is a cashless campus program. Students are able to make deposits to their Passport Card “General Account” by visiting the HPU website and using a credit or debit card, 24 hours a day. Additionally, the university provides Passport Teller machines that accept both cash and credit card deposits.

For graduate students who attend classes or use the library on the main campus, campus vehicle registration must be completed. Refer to “Student Parking” section of this handbook.

Office of Accessibility Resources and Services

High Point University will not discriminate in the recruitment, admission, educational process or treatment of students with disabilities. In making reasonable accommodations for students with disabilities, the University will consider educational modifications, architectural barriers, and other services available to all students.

The [Office of Accessibility Resources and Services](#) (OARS) aspires to empower students to receive access to education and all aspects of University life, through removing barriers to access and promoting self-advocacy through multidisciplinary partnerships. OARS is committed to helping students with disabilities achieve their academic goals by providing reasonable accommodations under appropriate circumstances.

At the beginning of each term, a student must request their accommodation letters through OARS and provide the accommodation letters to faculty teaching course in which accommodations will be requested in a timely manner *prior* to the need for the accommodation. Accommodations are not retroactive, so students are asked to request accommodation letters the first week of classes. Accommodations are in place only after the student presents the accommodation memos to the instructor and discusses arrangements to be made.

Accommodations approved by the University will be made available at no cost to the student.

Students who believe they may need assistance or do have need for accommodations, please call OARS at 336-841-9652.

University Procedures

Personal Security

The safety of students, faculty, staff, and patients is of utmost importance to the Department of Physical Therapy, the Congdon School of Health Sciences, and High Point University. The University’s safety website can be found at <http://www.highpoint.edu/safety/>.

Campus safety and security are enhanced by a professional security force and supplemented by officers with the High Point Police Department on a well-lit and fenced campus. Technological enhancements include Campus Assistance Response to Emergency (C.A.R.E.) points (blue security towers), expansive video system, and a robust access control system.

Contacting [Security](#)

If emergency assistance is required:

- Dial extension 9111 from a campus extension
- Call (336) 841-9111
- Push the emergency call button on any C.A.R.E. point

Security's non-emergency phone number is (336) 841-9112 or campus ext. 9112.

To access the Security Department in person, students may go to the following locations:

- The main office located in the North College Administration building at 1911 N. Centennial Street
- The Security Service Center located in the main lobby of the R. G. Wanek Center

C.A.R.E. Points

C.A.R.E. points are located throughout campus and may be used for Security assistance. Students should become familiar with their locations across campus.

Crimestoppers

The Security Department maintains a [Crimestoppers site](#) for anonymously reporting suspicious activity on campus. To offer suggestions or comments visit the Crimestoppers website.

For crimes or suspicious activity in progress, please call Security Communications at (336) 841-9111.

Security Officers

High Point University has well-vetted and trained officers and dispatchers to maintain the safety and security of persons and property. Dispatchers receive calls for service and coordinate responses. Officers evaluate situations, provide assistance and investigate incidents.

Congdon School of Health Sciences Building

The personal safety and security of all Department of Physical Therapy students, faculty, staff, and facilities are very important. Please observe the following policies regarding activities in the Department of Physical Therapy areas:

- Routine hours of the Department of Physical Therapy are 8:00 am to 5:00 pm Monday through Friday
- DPT students, as with all graduate students, have access with their Passport cards after hours
- There may be occasions where student Passport cards will not allow access to campus buildings
 - In these cases, students should security at (336) 841-9112 or campus ext. 9112
- Certain doors to the Congdon School of Health Sciences building will be locked at all times, and students will be made aware of these areas
- Doors should never be propped open for anyone at any time
- When leaving any area, turn off the lights as well as any appliances, computers, or other audiovisual equipment that has been used
- Following use, restore the area to original order, including proper disposal of trash, so that it is ready for use the next day
- Failure to follow these rules may result in referral to the Academic Review Committee as outlined in the Student Support, Remediation, and Probation Policy for disciplinary action and may also result in revocation of student after-hours access privileges to the department area

Emergency Preparedness

The HPU emergency preparedness website can be located at this link: [Safety and Protection Technology | Safety | High Point University](#)

Details of emergency procedures to be observed in every event from fire to bomb threat to inclement weather can be found at this site. High Point University uses a two-tiered emergency notification system:

- A Panther ALERT
 - Issued for situations that pose an immediate threat to campus safety (i.e., tornado warning, active shooter).

- Panther Alerts are sent to every possible communications device including text, email, campus computers, Facebook, Twitter, etc.
- A Panther ADVISORY
 - Issued for situations that may affect the safety of the campus, but immediate, life-protecting action isn't required (i.e., tornado watch, robbery near campus).
 - Panther Advisories are sent as a text and email only.

Students are automatically enrolled in the emergency notification system.

Class Laboratory Rights and Safety

Serving as patients/subjects for classmates is a vital learning tool for the Program. All DPT students have the right to safety when serving as a subject/patient. In order to help with student safety, the department will maintain and calibrate all equipment. In addition, every effort will be taken to ensure modesty and safety. Should the student feel uncomfortable with any draping, manner of touch, or treatment, he or she will appropriately address the involved individual. If the subject/patient is unable to obtain satisfactory resolution, he or she will discuss the issue with the course instructor(s), Director of Students or Department Chair.

Students agree to follow the dress code for lab as outlined in the DPT Student Handbook and individual course syllabi and understand that failure to do so impairs the learning of classmates.

Students will provide academic and clinical faculty with advance notice of any allergies, such as latex, nylon fibers, asthma or other cardiovascular conditions, and other medical conditions that may impact their participation in laboratory sessions and will alert faculty of any precautions or contraindications they may have that may influence their ability to safely participate in laboratory sessions.

Inherent Risk and Standard Precautions

There are inherent risks for DPT students throughout their training and clinical practice in the Doctor of Physical Therapy Program including injury, exposure to infectious materials and bodily fluids, etc. These are similar risks to those encountered by practicing physical therapists. This policy is designed to minimize those risks.

DPT students, staff and faculty must adhere to all established High Point University safety policies and all Congdon School of Health Sciences safety policies:

- Students must notify their Course Director and the Director of Students when in didactic classes or the Director of Clinical Education (DCE) and their Clinical Instructor when in clinic as soon as possible of any exposure to bodily fluids or potentially serious infectious diseases.

- All faculty, staff and students will utilize standard precautions during all activities that present a risk of exposure to blood/body fluids or chemical hazards.
 - Failure to do so will be grounds for disciplinary action and immediate referral to the Academic Review Committee as outlined in the Student Support, Remediation, and Probation Policy.
- When participating in the clinical education program, the policies and procedures in the Clinical Education Manual as well as those of the clinical site apply.

Standard Precautions

Definition: Standard precautions are the minimum safety and infection prevention practices that apply to all patient care and laboratory or technical skills training experiences in any setting where healthcare or healthcare training is delivered. These practices are designed to protect healthcare professionals (HCP) and prevent HCP from spreading infections to others. Students will be instructed in standard precautions in the Clinical Methods and Procedures I course and again in the Introduction to Clinical Education course.

Standard precautions include:

- **Hand hygiene.** Good hand hygiene is critical to reduce the risk of spreading infection. Current CDC guidelines recommend use of alcohol-based hand rub for hand hygiene except when hands are visibly soiled (e.g., dirt, blood, body fluids), or after caring for patients with known or suspected infectious diarrhea, in which cases soap and water should be used. Key situations where hand hygiene should be performed include:
 - Before touching a patient, even if gloves will be worn
 - Before exiting the patient's care area after touching the patient or the patient's immediate environment
 - After contact with blood, body fluids or excretions, or wound dressings
 - Prior to performing an aseptic task
 - If hands will be moving from a contaminated-body site to a clean-body site during patient care
 - After glove removal
- **Use of personal protective equipment (PPE):**
 - Exam gloves will be worn when there is risk of contact with or when handling blood or body fluids or when there is a potential for contact with mucous membranes, non-intact skin or body orifice areas, or contaminated equipment.
 - Facial masks, protective eyewear and/or gowns (as well as gloves) will be worn when performing/assisting procedures with a risk of body fluid or other hazardous material splashes or sprays.
- **Safe injection practices:**
 - No recapping of needles unless required by the specific procedure being performed
 - Use of self-sheathing needles and/or needleless systems when available

- Placing all needles and other disposable sharps in designated puncture resistant containers as soon as possible after their use
- **Safe handling of potentially contaminated surfaces or equipment:**
 - Environmental cleaning: Areas in which patient care activities are performed will be routinely cleaned and disinfected at the conclusion of the activity.
 - Medical equipment safety: Reusable medical equipment must be cleaned and disinfected (or sterilized) according to the manufacturer's instructions. If the manufacturer does not provide guidelines for this process the device may not be suitable for multi-patient use.
- **Respiratory hygiene/cough etiquette:**
 - Cover mouth/nose when coughing or sneezing
 - Use and dispose of tissues
 - Perform hand hygiene after hands have been in contact with respiratory secretions
 - Consider using a mask to prevent aerosol spread
 - Sit as far away from others as possible when ill with respiratory symptoms

Compliance with all safety practices is a not just good procedure, it is a mark of professionalism. Persistent failure to observe and practice standard precautions may result in adverse/disciplinary action for unprofessional behavior and referral to the Academic Review Committee as outlined in the Student Support, Remediation, and Probation Policy.

Safety Training

DPT Students will be required to complete any clinical site-specific safety or security training requirements in preparation for clinical education experiences. When participating in the Clinical Education program, the policies and procedures in the Clinical Education Policies and Procedure Manual as well as those of the clinical site will apply.

Post-Exposure Protocols

Should an exposure to blood and/or other body fluid or a needle stick injury occur, the procedure for obtaining appropriate medical care is as follows:

1. When an exposure occurs: Wounds and skin sites that have been in contact with blood or body fluids should be washed with soap and water; mucous membranes should be flushed with water. Use of caustic agents (e.g., bleach) is not recommended.
2. The student should notify his/her Course Director and/or clinical instructor immediately.
 - a. The instructor and student should fill out the DPT "Incident Report" form located in the DPT Student Handbook as well the digital DPT Student Handbook found on the [Department of Physical Therapy homepage](#) under "Student Resources" quick link as well as any forms in use by the clinical site. These forms should go with the student to his/her evaluation for treatment.
3. Medical Evaluation: It is very important that medical evaluation take place immediately because treatment decisions must be made within 2 hours of exposure.

- a. HIV prophylaxis for high-risk exposure appears most effective if started within 2–4 hours.
 - b. It is also extremely important to evaluate the donor’s risk status immediately.
4. Medical Evaluation Facilities: The student should report IMMEDIATELY to Student Health Service if the exposure occurs on the High Point University Campus during regular working hours. If the exposure occurs at an off-campus clinical site, the student should follow the infection control policy of that facility.
 - a. Outside of these hours, the student should go IMMEDIATELY to the nearest emergency room associated with the clinic or office where the incident occurred for the initial evaluation.
 - b. Follow-up can be done at Student Health.
 - c. Note: If the incident occurs at a VA Hospital, the VA Employee Health Clinic may be able to do the initial evaluation.
5. Program Participation: Continued participation in the activities of the DPT Program will not be affected by any injury or illness that occurs while enrolled provided the student continues to meet all Technical Standards and fulfill all defined requirements for program progression as outlined in the DPT Student Handbook and is not directly infectious by way of routine contact.
 - a. Note: This only applies to serious, potentially life-threatening infections.
6. Insurance: The student’s health insurance identification card should be shown when medical evaluation is needed. Students will be financially responsible for all costs incurred during compliance with this policy.
7. Laboratory Testing/Treatment:
 - a. To determine whether treatment of the student is necessary, blood must be drawn from the patient/donor (i.e., source of contamination) to evaluate Hepatitis B, C, and HIV status. In a hospital setting, the Infection Control Nurse or Nursing Supervisor is often authorized to order these tests on the patient/donor. The Infection Control Nurse or Nurse Supervisor should also review the medical record, question the patient/donor about risk factors, and obtain the patient’s/donor’s consent to do the tests necessary to evaluate their health status.
 - b. If the exposure occurs in an outpatient setting (and these tests cannot be done), the patient/donor may need to accompany the exposed student for evaluation.

Tobacco-Free Campus

High Point University is a tobacco-free campus. This policy prohibits tobacco use across campus including inside and outside of buildings, patios and walkways, parking lots, university owned properties, inside vehicles, and any and all other areas of campus. No one is allowed to sell or discard tobacco-related products on campus.

Tuition and Expenses

Cost of Attendance

Your first year at HPU will include the Summer term; the Fall term; and the Spring term. Your Comprehensive Fee (tuition and fees) cost for your first year has been distributed over these 3 academic periods.

A breakdown of your direct comprehensive fee costs for the first year as well as other estimated allowances making up your "Cost of Attendance" can be found here: [HPU Physical Therapy Tuition and Fees](#)

Please bear in mind that your comprehensive fee costs are set annually. We hope that you find this publication helpful, and if you have further questions, please contact the Student Financial Planning Office or Student Accounts Office.

Cost of Attendance amounts were developed to establish maximum financial aid allowances for typical students. Students are highly encouraged to establish a budget, reduce expenditures, and borrow via student loans in incremental amounts to help limit their educational debt. This estimate includes Program-related expenses associated with maintaining a functional laptop computer and obtaining necessary criminal background checks and drug screenings required for enrollment and completion of supervised clinical practice experiences.

Payment

Payment of all tuition and fees is due at the beginning of each term of enrollment.

Financial Assistance

Graduate Program students are eligible for loan funds through the Federal Direct Stafford Loan Program. Graduate students should submit the Free Application for Federal Student Aid (FAFSA) in order to be considered for financial assistance. The FAFSA should be filed online at <https://studentaid.gov/h/apply-for-aid/fafsa> as soon as the student knows he or she is pursuing admission at High Point University. High Point University's Title IV School Code is 002933. The maximum annual limit for the Federal Direct Unsubsidized Loan is \$20,500.

The FAFSA worksheet may be accessed online at <https://studentaid.gov/h/apply-for-aid/fafsa>. If further assistance is needed concerning the financial aid process, contact the Office of Student Financial Planning at (336) 841-9124 or finplan@highpoint.edu.

Calculation of Charges for Withdrawal from High Point University

When a student registers, it is for the full term or semester. Therefore, if the student withdraws from the University during the period, for whatever reason, the comprehensive fees* (includes: tuition and fees, plus any housing and dining) will be prorated for the first five (5) days of the semester. After the first five (5) days of the semester, 100% of the comprehensive fee will be charged and no refund will be issued.

HPU Tuition Refund Policy is found here:

<https://www.highpoint.edu/studentaccounts/withdrawal-information/>

Any refund is contingent on a student officially withdrawing from the university. To officially withdraw from the university, a student must complete a withdrawal form. This form can be obtained from the Office of Graduate Operations. Students wishing to withdraw should also consult with the Office of Student Financial Planning to determine how a withdrawal may affect federal loan eligibility, loan repayment and potentially result in a return of federal loan funds based on date of withdrawal.

The following table indicates the amount a student will be charged upon official withdrawal. It does not indicate how much a student will be refunded. Refunds are dependent on the total amount of out-of-pocket payments received and the amount of financial aid a student is eligible to keep based on the official withdrawal date.

Day	Amount Credited*
Before Semester Begins	100%
Within the first 5 days of the Semester	50%
After the 5th day of the Semester	0%

Please note: The non-refundable deposit to hold a student's slot in the class and/or room in housing, originally credited to tuition, will not be included in the refund calculation.

High Point University
Department of Physical Therapy

Handbook Acknowledgement

My signature and date below demonstrate that I have read, accept, and will abide by the policies and standards as documented in the Student Handbook, including but not limited to the Technical Standards and Professional Behaviors for the 21st Century documents. Further, I have knowledge of the implications resulting from deviation from the academic and professional standards outlined within this Policy Document.

I recognize that it is my responsibility to review the Student Handbook on a yearly basis to ascertain pertinent updates. I also understand that changes may be instituted during the time that I am a student in this Program.

Name (Print) _____

Student Signature _____ Date _____

Witness (Print) _____

Witness Signature _____

High Point University
Department of Physical Therapy

Consent to Lab Participation

My signature and date below provide my informed consent to serve as a subject during the instruction, practice and examination of various physical therapy techniques and procedures.

I agree to be treated by my instructors, guest lecturers, and/or classmates during any or all lab, lecture, or testing sessions for the duration of my tenure in the Program. I understand that I have the right to safety when serving as a subject/patient and that this means the department will safely maintain and calibrate equipment. I also understand that all efforts will occur to ensure my modesty and safety. Should I feel uncomfortable with any draping, manner of touch, or treatment, I will appropriately address the involved individual. If I fail to obtain satisfactory resolution, I will discuss the issue with my instructor, Director of Students, or Department Chair.

I will follow the dress code for lab as explained in the course syllabi and am aware of the implications resultant from lack of compliance.

I will provide academic and clinical faculty with advance notice of any allergies, such as latex, nylon fibers, or asthmatic conditions and will alert faculty of any precautions or contraindications I may have that may influence my ability to safely participate in laboratory sessions.

Name (Print) _____

Student Signature _____

Date _____