

University Saint Francis and Manchester University Articulation Agreement for the University Saint Francis Physician Assistant Program

The University of Saint Francis (USF), in conjunction with Manchester University (MU), works cooperatively to facilitate entry of highly qualified undergraduate students into the physician assistant profession. This agreement will facilitate entrance into the Physician Assistant Studies Program at USF for such students and will benefit both institutions. The following principles apply to the guaranteed admission program.

Admittance Criteria

A student enrolled at MU who is on target for graduation with a baccalaureate degree may be provisionally accepted to the Physician Assistant Studies Program at USF one year prior to their matriculation, provided they meet the following criteria:

1. Completion of a baccalaureate degree prior to matriculation into the USF PA Program in August.
2. Possession of a minimum undergraduate cumulative GPA of 3.50 and science GPA of 3.0. Both GPA requirements must be maintained through completion of the undergraduate degree.
3. Completion of all course prerequisites stipulated by the USF PA Program with a grade of “C” or higher. Grades of “C-” or “pass/fail” will not satisfy this requirement.
 - a. Courses that must be completed to satisfy the minimum admission requirements include:
 - i. Human anatomy with lab (3 credits, above the 100 level)*
 - ii. Human physiology with lab (3 credits, above the 100 level)*
 1. *Two courses of combined human anatomy and physiology with labs (minimum total of 6 credit hours) may be used to satisfy the individual human anatomy and human physiology requirements.
 2. *Comparative anatomy and/or physiology courses are not considered acceptable substitutions for human anatomy or physiology. Mammalian anatomy and vertebrate anatomy are considered acceptable substitutions for human anatomy.
 - iii. Microbiology with lab (3 credits, above the 100 level)
 - iv. Organic chemistry with lab (3 credits, above the 100 level) OR Biochemistry with or without lab (3 credits, above the 100 level)
 - v. Two courses (minimum of 6 total credits) within the behavioral science discipline (e.g., psychology, sociology, or anthropology)
 - b. Courses that must be completed at MU are detailed in Appendix A of this document and include:
 - i. BIOL-202 Fundamentals of Human Anatomy (3 cr) and BIOL-202L Fundamentals of Human Anatomy Lab (1 cr)
 - ii. BIOL-204 Fundamentals of Human Physiology (3 cr) and BIOL-204 Fundamentals of Human Physiology Lab (1 cr); OR BIOL-422 Advanced Human Physiology (3 cr) and BIOL-422 Advanced Human Physiology Lab (1 cr)
 - iii. BIOL-313 Microbiology (3 cr) and BIOL-313L Microbiology Lab (1 cr)

- iv. CHEM-311 Organic Chemistry (3 cr) and CHEM-311L Organic Chemistry Lab (1 cr)
 - v. Two courses from psychology (PSYC) and/or sociology (SOC) (≥6 total cr)
4. Possession of a minimum of 1000 hours of direct patient care experience prior to graduation from MU. Evidence of a student's direct patient care experience will be demonstrated via the completed CASPA application.
- a. Direct patient care experience is defined as hands-on experience with patients in an approved paid clinical position.
 - b. Positions that qualify for direct patient care experience include: medical assistant; patient care technician; surgical technician or technologist; first assistant; scribe; certified nursing assistant or student nursing assistant; occupational therapist or occupational therapy assistant/tech/aide; physical therapist or physical therapy assistant/tech/aide; certified athletic trainer; phlebotomist; respiratory therapist; emergency room technician; lab technician (if phlebotomy and/or direct patient care is the majority of job description); pharmacist; certified pharmacy technician with hands-on patient care; dietician; emergency medical technician; paramedic; registered nurse or nursing assistant/aide; radiologic technician or technologist; ultrasound technician or technologist; EKG/EEG technician; chiropractor or chiropractor assistant; dental hygienist; military medic or corpsman; ophthalmic or optometric assistant; rehabilitation technician; or social worker (with a clinical focus).
 - c. Positions that do not qualify for direct patient care experience include: personal care assistant; clerical pharmacy technician; unit clerk; patient transporter; lifeguard; camp counselor; counselor; front office staff or clinical administrator; drug and/or equipment sales representative; or medical researcher.
5. Submission of three letters of recommendation via CASPA.
- a. One recommendation must be from the student's academic advisor. This letter should indicate that the student is on track to meet all admittance criteria included in this agreement and that the student is in good academic standing per MU's definition. The letter should also speak towards the applicant's ability to be successful in a graduate medical program.
 - b. One recommendation must be from a clinician (i.e., MD, DO, PA, or NP) who has worked alongside the candidate in a clinical setting through observation, shadowing, or prior/current work experience.
 - c. The third letter of recommendation is at the student's discretion. Letters of recommendation from relatives or family friends are not accepted.

Admissions Process

1. Any student eligible for direct entry into the USF PA Program via the terms of this agreement must inform the USF PA Program of their intent to apply in writing by September 1 in the year preceding their anticipated matriculation. Written notification should be sent to PAprogram@sf.edu.

- a. If the USF PA Program is not contacted by any students from MU by this date, the seats held for MU students seeking direct admission under the terms of the agreement will be forfeited. Interested students are still able to apply via the traditional admissions process.
2. Students must formally apply to the USF PA Program via the CASPA application process between May 1 and October 1 in the year preceding their anticipated matriculation.
 - a. Failure to submit the completed CASPA application by this date will result in forfeiture of the seats held for MU students seeking direct admission under the terms of the agreement. Interested students are still able to apply via the traditional admissions process.
3. The USF PA Program will admit two (2) students from MU via this agreement per cohort.
 - a. If two or fewer students apply for admittance during the same CASPA cycle, those students will be provisionally accepted into the USF PA program. Matriculation will remain dependent upon completion of all admittance criteria.
 - b. If more than two students apply for admittance during the same CASPA cycle, the USF PA Program reserves the right to select the two most qualified applicants at its discretion. This process may include an extensive review of each candidate's CASPA application, guidance from the candidate's academic advisor, and/or an interview with each candidate. The remaining qualified applicants not offered direct admittance will be placed on the USF PA Program waitlist.
4. Following provisional acceptance into the USF PA Program, MU students must reserve their seat with the submission of a non-refundable deposit required of all incoming PA students by March 1 of the matriculation year. This money will be credited towards the first semester's tuition.
5. Provisionally accepted students from MU will be required to comply with all enrollment requirements and deadlines expected of all incoming PA students.

Additional Notes

1. MU students who remain interested in the USF PA Program but do not qualify under the terms of this agreement are welcome to apply via the traditional admissions process.
2. USF will provide information support for MU recruitment efforts related to the USF PA Program.
3. The USF PA Program may elect to accept more than two candidates from MU per cycle at its discretion.

Cooperation Term

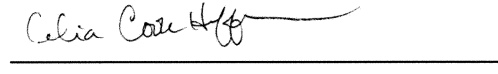
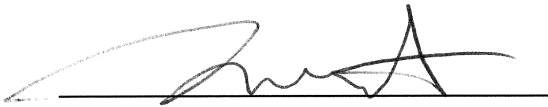
The term of this Agreement is three years. It will take effect from the date of signature by the representatives from both Parties. It may be altered, modified, or extended only by mutual consent and written amendment signed by both Parties up to three months before the expiration. Either Party may terminate the agreement in advance of its normal expiration date by giving the other Party a sixty-day prior written notice. The Parties agree to work together amicably to resolve any disputes or disagreements that may arise during the Parties' performance of this agreement.

The Parties hereto have executed this Agreement on this 5th day of April 2024.

Other untouched issues, if there are any, should be addressed by both parties through consultation.

University of Saint Francis

Manchester University



Name

Name

Interim VPAA

Vice President for Academic Affairs

Title

Title

4/11/24

April 10, 2024

Date

Date

APPENDIX A.
Required Courses to be Completed at Manchester University

Courses that must be completed at Manchester University include:

a. BIOL-202 - Fundamentals of Human Anatomy (3)

A regional approach to the study of human structure. Emphasis is on the basic structural organization of the human body, underlying anatomical principles and the anatomical details appropriate for allied health students. Cannot be taken for credit within the biology major. Spring.

b. BIOL-202L - Fundamentals of Human Anatomy Lab (1)

Laboratory course to complement BIOL 202. Laboratory work in identifying anatomical structures in humans. Emphasis on musculoskeletal, circulatory and nervous systems. Prerequisite: Completion of or concurrent enrollment in BIOL 202. Spring.

c. BIOL-204 - Fundamentals of Human Physiology (3)

An introduction to the basic principles of human physiology. Emphasis is on the basic functional mechanisms operating at the cellular, organ and system levels as well as the integrative control process that regulate each system. Cannot be taken for credit within the major following BIOL 422. C-4NB. Fall.

d. BIOL-204L - Fundamentals of Human Physiology Lab (1)

Laboratory work supplements the investigation of the systems covered in BIOL 204. Prerequisite: Completion of or concurrent enrollment in BIOL 204. Fall.

or

e. BIOL-422 - Advanced Human Physiology (3)

A survey of human organ systems, their specific processes and the nervous and hormonal processes integrating the activity of the various systems. Topics include cellular metabolism, blood, nerve and muscle function, circulation, respiration, digestion, water and electrolyte balance and the nervous and endocrine systems. Prerequisites: BIOL 106, 106L, 108, 108L; one year of chemistry. (Exercise Science majors may substitute BIOL 204, 204L and ESS 325 for BIOL 106 and BIOL 106L). Spring.

f. BIOL-422L - Advanced Human Physiology Lab (1)

Laboratory experience in the collection and analysis of physiological variables of vertebrates. Investigations focus on the responses of most major physiological systems (including integumentary, muscular, circulatory, digestive, renal, respiratory, nervous and sensory systems). Investigations will utilize various vertebrates including humans. Prerequisites: BIOL 106, 106L, 108, 108L, Completion of or concurrent enrollment in BIOL-422. Spring.

g. BIOL-313 - Microbiology (3)

From the discovery of microbes to the current research driving the field forward, students will examine the role microbes play in shaping this planet. Identification of major microbial groups, understanding

basic principles of microbiology and the relationship between microbes and the environment and their hosts will be explored. Prerequisite: BIOL-229 or BIOL-260

h. BIOL-313L - Microbiology Lab (1)

Laboratory experiences in identification, classification, and isolation of bacteria and mold from known cultures and environmental unknowns. Students will evaluate the effectiveness of environmental conditions and chemical compounds on controlling microbial growth. Mastery will be achieved in aseptic techniques and microscopic examination. Prerequisites: BIOL 229/229L or Genetics 260, and completion of or concurrent enrollment in BIOL 313.

i. CHEM-311 - Organic Chemistry (3)

Fundamental concepts of organic chemistry including bonding, nomenclature, isomerism, stereochemistry and the relation of structure to chemical and physical properties are covered. Descriptive chemistry and reaction mechanisms related to hydrocarbons, alkyl halides and alcohols are included. Prerequisite: A grade of C- or higher in CHEM 113. Fall

j. CHEM-311L - Organic Chemistry Lab (1)

Experience in techniques of purification, separation and identification. Reactions illustrative of topics covered in lecture are included. Prerequisites: CHEM 113L; successful completion of or concurrent enrollment in CHEM 311. Fall.

k. Two courses from psychology and/or sociology (Minimum of 6 Total Credit hours)