



MS in Recreational Therapy

Department of Occupational and Recreational Therapies
University of Utah

Graduate Program Handbook
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Welcome to the MS in Recreational Therapy Program

The Recreational Therapy faculty and staff of the Department of Occupational and Recreational Therapies are excited you have you as a student in the MS in Recreational Therapy (MSRT) program at the University of Utah.

Recreational Therapy (RT) is an exciting health and human service profession that requires an extensive knowledge base and a diverse set of clinical practice skills. The health care industry is constantly changing and evolving, bringing new opportunities for recreational therapists to make a positive impact on the health and well-being of diverse individuals.

To that end, the MS RT Program is a uniquely designed program that enables students to advance their personal and professional skill set while advancing their careers and maximizing their qualifications for advanced professional practice.

The faculty, staff, and students make the RT Program at the University of Utah one of the leading programs in the country!

As you embark on this exciting journey, it is important to recognize that graduate education has many exciting features. At this level, you will be more responsible for your own learning and your time management. You will also have greater opportunity to structure your projects and coursework in a way that best aligns with your career goals and professional interests.

In order to maximize your learning, you should plan to use the individualized advising that will help you make informed decisions about your learning and academic path. It is part of your role as a student to make yourself aware of these resources and use them to your advantage. This is an exciting dynamic program and the effort you put into the many facets of it will be returned to you many times over.

The MS in Recreational Therapy Handbook is available on the OTRT Department web site. It is also posted on Canvas in the RECREATIONAL THERAPY Course.

Program Location

The offices for the Recreational Therapy Program and Department of Occupational and Recreational Therapies are located on campus in:

Dumke Health Professions Education Building (HPEB)

520 Wakara Way

Salt Lake City, UT 84108

<https://www.health.utah.edu/occupational-recreational-therapies/>

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Contact Information

Important Program Contacts and Roles

The MS in Recreational Therapy Program is part of the Department of Occupational and Recreational Therapies.

Departmental Numbers

Security—(emergency) 801-585-COPS (2677)

Department Main Number 801-585-9135

Department Fax Number 801-585-1001

Key Personnel

Students will interact with and learn from experienced **Recreational Therapy Faculty** who are leaders in the profession. These individuals will serve as instructors for discipline specific courses in the MS RT program and will serve on supervisory committees for MS theses and projects.

The **Director of Recreational Therapy Graduate Studies** serves as the primary advisor and point of contact for students in the program and will assist with designing an individualized academic plan. This individual can also answer specific questions regarding the MS RT program, and direct students to appropriate resources and contacts outside the Department.

The **Department Chair, Department of Occupational and Recreational Therapies** oversees all programs in the Department and is a point of contact if students have concerns they believe are not being adequately addressed at the programmatic level.

The **Clinical Education Coordinator** oversees compliance requirements for all MS RT students and facilitates internship planning and preparation (for non-CTRS students).

The **Manager, Programs** is an important point of contact during the admissions process. This individual can also assist with student issues surrounding registration, and is the point person for processing many required forms associated with the MS RT program.

The **Administrative Manager** will work closely with any students receiving graduate assistantships or employed in other capacities by the Department during their program.

Recreational Therapy Faculty



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Department Chair, Occupational and Recreational Therapies



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Important Deadlines

Program Deadlines

The MS RT application deadline (for Fall semester admissions) is **March 1st**. This enables adequate time for the Admissions committee to review all materials, make admissions decisions, and notify students on the status of their application in a timely manner.

University Deadlines

Academic calendar deadlines

- o <https://registrar.utah.edu/academic-calendars>

Thesis Office manuscript submission deadlines

- o <https://gradschool.utah.edu/thesis/calendar>

University Fellowship deadlines, including Teaching Assistantship & Research Assistantship deadlines

- o <https://gradschool.utah.edu/tbp/graduate-fellowship-opportunities>

Graduation deadlines

- o <https://registrar.utah.edu/graduation>

Program Requirements

The MS in Recreational Therapy requires 36 – 47 credits and offers students both a thesis (CTRS students only) and non-thesis plan of study (all students). Students will meet with the Recreational Therapy Director of Graduate Studies following admission to the program to discuss professional/career goals in order to identify which plan of study individual students will pursue.

The program also offers options for both full-time and part-time study. Full time study is typically 9.0 credits per semester, and part time study typically requires 6.0 credits per semester. Students attending full-time typically complete the program in two years. Part time students typically require three years to fulfill all degree requirements.

Separate program requirements exist for students entering the program with an undergraduate background in Recreational Therapy and certification as a CTRS. Students who enter the program intending to use the degree for entry into the profession will have slightly different course and credit requirements. Regardless of circumstance, an appropriate plan of study will be outlined for each student to ensure all degree requirements are met.

Expected Learning Outcomes

The Recreational Therapy Program is committed to the development and advancement of a curriculum that addresses the social responsibility of assisting individuals with disabling conditions in prevention, habilitation, restoration, and rehabilitation.

It seeks to provide transformative experiences for the recreational therapy student that enable the achievement of academic excellence from a nationally recognized institution in the preparation of Recreational Therapists.

The recreational therapy faculty seeks to collaborate with other health care professions to advance interdisciplinary inquiry, research, and practice to create a more holistic approach to health care in an environment that serves all people.

Learning outcome for the MS in Recreational Therapy include:

1. Graduates will demonstrate advanced knowledge and skills in the clinical practice of recreational therapy.
2. Graduates will demonstrate the ability to conduct high quality research and scholarship.
3. Graduates will demonstrate the knowledge and skills of management principles and leadership supervision.
4. Graduates will demonstrate the ability to engage in professional advocacy for the consumer and the profession.
5. Graduates who do not have professional credentials (state licensing and/or national certification by NCTRC) upon degree entry, will meet the minimum requirements to sit for the NCTRC exam.

Admission Requirements & Procedures

Applicants for MS RT admission must apply through [Apply Yourself](#). Please review the information found on the [Graduate School admissions page](#) prior to submitting your application. Under the Program Information section on the AY application, choose your program of interest, "Recreational Therapy MS".

Requirements for admission include:

1. A baccalaureate degree from an accredited institution. Applicants will need to upload copies of official transcripts from all universities attended
2. An overall undergraduate grade point average of at least a 3.0 on a 4.0 scale or an average of at least 3.0 for no less than 9 semester credits of graduate study
3. English Proficiency (Only if English is not the applicant's first language)

- [TOEFL](#)-Students must achieve a score of at least 90-91 (Internet based). You may contact the [University of Utah Testing Center](#)
- [IELTS](#)-Students must achieve a score of at least 7.0.
- Applicants who have received a US degree and have not left the country for more than two years since receiving the degree may use the degree as proof of English proficiency.

Under the Academic Interests and Background section you will need to upload the following:

1. Personal statement of purpose that addresses the question: "Why am I seeking a master's degree in recreational therapy?" Statement should be 2-3 pages in length.
2. Scholarly writing sample of no more than three pages that must include citations for any references used in the paper.
3. Current curriculum vitae or resume.
4. Two letters of recommendation attesting to your ability to successfully engage in and complete graduate level work (e.g., critical thinking, communication skills, ability to use therapy literature to guide practice), capacity to be a leader in the profession, and ability to work collaboratively to achieve professional outcomes. The letters must be signed and dated, and letterhead should be used when available. References may be from a supervisor, a colleague, or a professor.

Under the Post Submission section you will need to upload the following:

1. For applicants with a background in RT/TR: Copy of initial certification from the National Council for Therapeutic Recreation Certification (NCTRC) and/or current recreational therapy license within a jurisdiction in the United States (if applicable).
2. For applicants without an undergraduate background in RT/TR: Documentation of 100 hours of experience working with individuals with disabilities is required for non-CTRS applicants.

Additional requirements for non-CTRS applicants

Applicants who will not hold national certification as a Certified Therapeutic Recreation Specialist (CTRS) by the time they start the MSRT program, are required to complete additional requirements as part of the application process.

The following prerequisite courses will need to be completed with grade of C or better and must be completed by the end of the spring term (April or May) prior to the fall semester for which individuals are applying. Prerequisite courses may not be taken the summer immediately preceding the start of the program. CLEP and AP credit may not be used to fulfill a prerequisite course.

- Human Anatomy - (3.0 credits)
- Human Physiology - (3.0 credits)
- Human Development through Lifespan or Developmental Psychology through the Lifespan – (3.0 credits). *Must cover entire lifespan.
- Abnormal Psychology or Psychopathology - (3.0 credits)
- Foundations of Recreational Therapy - (3.0 credits)*

- Assessment, Documentation, and Evaluation in Recreational Therapy – (3.0 credits)*

**NOTE: Foundations of Recreational Therapy and Assessment, Documentation, and Evaluation of Recreational Therapy can either be taken prior to admission OR can be added to the student's academic plan following admission. Taking these courses after admission to the MS RT program automatically places the student on a 3-year degree plan.*

In addition to the coursework listed above, applicants must have a minimum of 100 documented hours of experience working with individuals with disabilities. This experience must be direct client/participant services through employment or volunteer work.

Program Coursework

A minimum of 36 - 47 credit hours are required for completion of the MS degree in Recreational Therapy. These required credit hours must be taken from the core areas listed below. Specific coursework will be determined by a) thesis or non-thesis track, b) the student's academic background and eligibility for NCTRC certification at the time of admission, and c) career goals which will inform elective coursework.

Core areas for coursework and credit requirements:

1. Recreational Therapy Core (minimum of 18 credit hours)
2. Research (minimum 12 credit hours)
3. Electives (minimum 6 credit hours)

Students are encouraged to discuss options (particularly for elective course credits) with the Director of Graduate Studies as well as other Recreational Therapy faculty. There are numerous options to fulfill elective requirements.

Included below are four sample plans of study. It should be noted these are meant as general guidelines since modifications are common in order to design individualized academic plans for students based on personal and professional needs and interests.

The four sample plans of studies are as follows:

- Thesis Track – CTRS
- Non-Thesis Track – CTRS
- Non-Thesis Track – Non-CTRS
- Non-Thesis Track – Non-CTRS needing Leveling Courses

Sample Plan of Study - Thesis Track – CTRS

Year 1		
Fall Semester		
Course Number	Course Title	Credits
RECTH 6500	Integration of Theories and Trends in RT	3.0
RECTH 6510	Analysis of Activity and Clinical Reasoning in Recreational Therapy	3.0
PRT 7102	Intro to Research Methods	3.0
Spring Semester		
RECTH 6520	Advanced Recreational Therapy Clinical Practice in an Integrated Health System	3.0
ED PS 6350	Group Counseling	3.0
PRT 7103	Design & Analysis I	3.0
Year 2		
Fall Semester		
RECTH 6530	RT Process in the Promotion of Health and Wellness	3.0
Elective	Elective #1	3.0
RECTH 6970	Thesis Research	3.0*
Spring Semester		
RECTH 6540	Authentic Leadership & Management in RT	3.0
RECTH 6970	Thesis Research	3.0*
Elective	Elective #2	3.0

*A total of 6 credits of Thesis Research are required.

Total Credits Required = 36

Sample Plan of Study - Non-Thesis Track – CTRS

Year 1		
Fall Semester		
Course Number	Course Title	Credits
RECTH 6500	Integration of Theories and Trends in RT	3.0
RECTH 6510	Analysis of Activity and Clinical Reasoning in Recreational Therapy	3.0
Elective	Elective #1	3.0
Spring Semester		
RECTH 6000	Research Methods	3.0
RECTH 6520	Advanced Recreational Therapy Clinical Practice in an Integrated Health System	3.0
ED PS 6350	Group Counseling	3.0
Year 2		
Fall Semester		
RECTH 6530	RT Process in the Promotion of Health and Wellness	3.0
OCTH 6110	Research II	3.0
RECTH 6900	Practicum -Project Development	3.0
Spring Semester		
RECTH 6540	Authentic Leadership & Management in RT	3.0
RECTH 6910	Practicum – Implementation	3.0
Elective	Elective #2	3.0

*A total of 6 credits of Project are required. This includes 3.0 credits of project development and 3.0 of implementation.

Total Credits Required = 36

Sample Plan of Study -Non-Thesis Track – Non-CTRS

Year 1		
Fall Semester		
Course Number	Course Title	Credits
RECTH 5360	Techniques and Facilitation in Recreational Therapy+	4.0
RECTH 6510	Analysis of Activity and Clinical Reasoning in RT	3.0
RECTH 6500	Integration of Theories and Trends in RT	3.0
Spring Semester		
RECTH 6000	Research Methods	3.0
RECTH 6520	Advanced RT Clinical Practice in Integrated Health System	3.0
ED PS 6350	Group Counseling	3.0
Summer Semester		
RECTH 5828	Recreational Therapy Internship	3.0
Year 2		
Fall Semester		
RECTH 6530	RT Process in the Promotion of Health and Wellness	3.0
OCTH 6010	Research II	3.0
RECTH 6900	Practicum – Project Development	3.0*
Spring Semester		
RECTH 6540	Authentic Leadership & Management in RT	3.0
RECTH 6910	Practicum- Project Implementation	3.0
Elective	Elective	3.0

*A total of 6 credits of Project are required. This includes project development and project implementation.
 +This course is required to meet NCTRC eligibility but fulfills an “elective” requirement for the MS RT degree.
 Total Credits Required = 40

Sample Plan of Study -Non-Thesis Track – Non-CTRS- Leveling Courses Included

Year 1		
Fall Semester		
RECTH 6330	Foundations of RT	3.0
Elective	Elective	3.0
Spring Semester		
RECTH 6360	Assess, Doc and Evaluation	4.0
ED PS 6350	Group Counseling	3.0
Year 2		
Fall Semester		
RECTH 6510	Analysis of Activity and Clinical Reasoning in RT	3.0
RECTH 6500	Integration of Theories & Trends in RT	3.0
RECTH 5360	Techniques and Facilitation in Recreational Therapy+	4.0
Spring Semester		
RECTH 6000	Research Methods	3.0
RECTH 6520	Advanced RT Clinical Practice in Integrated Health System	3.0
Summer Semester		
RECTH 5828	Recreational Therapy Internship	3.0
Year 3		
Fall Semester		
RECTH 6530	RT Process in the Promotion of Health and Wellness	3.0
OCTH 6110	Research II	3.0
RECTH 6900	Practicum – Project Development	3.0
Spring Semester		
RECTH 6540	Leadership & Management	3.0
RECTH 6910	Practicum – Project Implementation	3.0

*A total of 6 credits of Project are required. This includes project development and project implementation.
 +This course is required to meet NCTRC eligibility but fulfills an “elective” requirement for the MS RT degree.
 Total Credits Required = 47

Thesis/Project Supervisory Committee Formation

Theses and projects require a supervisory committee composed of three members (two RT faculty, and one member from outside the department). One RT faculty member is designated as Chair of the Supervisory Committee and will serve as the primary mentor and designated instructor for the student when they are enrolled in RECTH 6900: Practicum Project Development and RECTH 6910: Practicum Project Implementation (non-thesis students) or RECTH 6970: Thesis Research (thesis students).

Recreational Therapy faculty members are assigned to students based on the recommendations of the RT Thesis/Project Advisory Committee. This ensures all students will have appropriate supports to successfully fulfill their project/thesis requirements and faculty workloads remain manageable and balanced.

Specific details regarding this process are outlined below.

- Following completion of approximately 18 credits in the MS RT program (typically at the end of the 2nd semester for full-time students and the end of the 4th semester for part-time students), students will submit the RT Thesis/Project Overview Form to the Director of RT Graduate Studies. On this document, students will outline their thesis/project topic idea for review by the RT Thesis/Project Advisory Committee.
- On the RT Thesis/Project Overview Form, students will provide basic information regarding their proposed topic/area of study. This will include a brief review of the literature & rationale; intervention; project or program description; methods of assessment and evaluation; possible collaborators (agencies or professionals); and other related details that may influence committee member assignment. This document is not intended to be a formal proposal or commitment to specific details, but rather a guide for assigning committee members who can best mentor each student based on their outlined interests and specifics of their thesis/project ideas.
- The RT Thesis/Project Overview Form will be reviewed by the RT Thesis/Project Advisory Committee (composed of all RT faculty) and will culminate in the assignment of a Chair (RT faculty member) and internal committee member (RT faculty member) for all students.
- Following assignment of the Chair and RT committee member to a student's thesis/project supervisory committee, the designated Chair will work directly with the student to identify an external committee member appropriate for the project/thesis area of study. Note: It is possible to consider individuals from outside the University of Utah. This is often most relevant when students are completing at a hospital or agency where on-site staff may be valuable committee members.

- Once all committee members are established, students will complete the Identification of RT Thesis/Project Supervisory Committee document. This requires approval from the Director of RT Graduate Studies and will be forwarded to the Department of Occupational and Recreational Therapies Program Manager once completed.
- Students will then register for a section of either RECTH 6970: Thesis Research or RECTH 6900: Practicum Project Development with their designated Chair as the instructor.

Thesis/Project

All students in the MS in RT program are required to complete 6 credits of thesis or project work as part of their curriculum. As culminating work in the degree, this typically occurs during the final two semesters in the program. This allows students adequate time during their first year of study to refine their RT interests and to establish connections with agencies/programs/professionals that could serve as possible collaborators for thesis/project work (through employment, internships or other learning experiences).

Students will be introduced to thesis/project requirements through their RECTH coursework but are also encouraged to discuss their ideas with RT faculty outside of classes.

Both theses and project require a formal proposal phase where the culminating project is developed. All students will complete a) a written proposal, b) an oral presentation to their supervisory committee, and c) revisions recommended by the supervisory committee before moving to implementation. All committee members must sign a formal approval document.

Students completing theses will need to review and adhere to the graduate school thesis guidelines <https://gradschool.utah.edu/thesis>

Students completing projects will receive detailed guidelines on possible project formats from the Chair of their supervisory committee as projects provide increased flexibility in meeting degree requirements.

Following the implementation of the project or thesis research, students will complete a) a final written report, b) an oral presentation to their supervisory committee, and c) revisions requested by the supervisory committee. All committee members must also sign off formally approving the completed thesis or project.

Applying for Graduation

Students need to formally apply for graduation the semester prior to their expected degree completion. This is completed online:

<https://registrar.utah.edu/handbook/graduategraduation.php>

Academic Requirements and Policies

Once enrolled in the program, students are expected to make appropriate academic progress and complete degree requirements in a timely manner. Recognizing that unexpected life events and other challenges occasionally occur, students should be proactive in meeting the Director of Recreational Therapy Graduate Studies in order to identify possible solutions to overcoming any difficulties. The following policies apply to all students in the MS RT program.

Minimum GPA

Graduate students are required to maintain a 3.0 or higher GPA in required coursework for the MS in Recreational Therapy. A student who demonstrates a GPA of less than 3.0 will be placed on academic probation. A student who remains on academic probation for two semesters (i.e., fall, spring, summer terms) will be dismissed from the program.

A grade below C- is not accepted for credit toward a graduate degree. Grading policies and standards are determined by the University of Utah Graduate School. Graduate Students should refer to the Grading and Credit Policies in the Graduate Catalog.

Continuous Registration

All graduate students must be registered for at least one course from the time of formal admission through completion of all requirements for the degree they are seeking, unless granted an official leave of absence.

Students not on campus and not using University facilities are not expected to register for summer term. Students must, however, be registered during summer term if they are taking examinations or defending theses and completing culminating MS projects.

If students do not comply with this continuous registration policy and do not obtain an official leave of absence, they will be automatically discontinued from graduate study. In this case, students will be required to reapply for admission to the University through Graduate Admissions upon approval of the home department.

Students should be registered for graduate level courses (5000 level or above for masters students) until they have completed all requirements for the degree including the defense of the project or thesis.

Leave of Absence

Students who discontinue their studies for one or more semesters (other than summer term) must complete a [Request for Leave of Absence Form](#). The form must be approved and signed by the thesis/project supervisory committee chair (or Director of Graduate Studies if the student has not reached the thesis/project point in their curriculum) and department chair and then forwarded to the Registrar's Office for processing.

Requests for leaves of absence may be granted for up to one year for circumstances related to:

- a serious health condition of the student or family member,
- parental leave to care for a newborn or newly adopted child,
- a call to serve in military service, or
- other compelling reasons that the student's department believes is in the best interests of both the student and the University.

The form requesting a leave of absence for a current semester must be completed and received in The Office of the Registrar by the last day of classes of that semester. Leaves of absence are not granted retroactively.

The period during which a leave of absence is granted does not count toward the period allowed to complete the degree. Leaves are granted for a maximum of one year at a time, and may be renewed by submitting a new form to The Office of the Registrar. The leave of absence is void if a student registers for classes in a semester for which a leave was granted.

Family & Medical Leave

Students in the MS in Recreational Therapy Program are part of the College of Health. Details on the College of Health Parental Leave Accommodation Policy are available here: https://gradschool.utah.edu/wp-content/uploads/2015/02/CoH-Grad-Student-Parental-Leave-Policy-4_20_16.pdf

Time Limit to Degree

The MS in Recreational Therapy program adheres to the Graduate School policy for time limits on completion of Master's Degrees (<https://gradschool.utah.edu/graduate-catalog/degree-requirements>):

All work for the master's degree must be completed within four consecutive calendar years. On recommendation of the Director of Recreational Therapy Graduate Studies and the student's supervisory committee, the dean of The Graduate School can modify or waive this requirement. If the student exceeds the time limit and is not granted a modification or waiver, the department has the option to discontinue the student. Students whose studies have been interrupted for long periods of time and who have been granted extended time to complete their degrees may be required to complete additional courses, to pass examinations, or otherwise to demonstrate that they are current in their field.

A petition for an extension of a Graduate student career beyond the established time limits will consist of a formal letter of request to the Graduate Dean. The letter will demonstrate that the student is in good standing. Good standing requires that the student has a satisfactory GPA for graduation, has a thesis/project supervisory committee, and a program of study has been identified and approved by the faculty and directors of graduate studies/department chair, and that they have taken all required preliminary exams and thesis proposal exams required by the

department. These must be fully updated in Grad Tracking. The letter must demonstrate a firm commitment by the department, thesis/project supervisor, and the student to complete the agreement, including any commitments for financial support, and must provide a demonstration that the proposed path to graduation is feasible. The letter will be accompanied by a written completion plan that is signed by the student, the thesis/project supervisor, and the director of graduate studies or department chair.

The completion plan lays out specific milestones leading to completion, and dates for the completion of the milestones. The milestones must include formal evaluation meetings with the supervisory committee at least once per semester (if a thesis defense does not occur within the semester). Failure to complete the milestones by the specified deadline may result in the dismissal from the program (the supervisory committee would review such a situation and make a recommendation). The petition may request either a one-semester or two-semester extension. Further extensions will be considered for single semester extensions only, and any such request must provide a written update and a revised completion plan with updated milestones, dates, and signatures. Formal letters of petition should be sent to dean@gradschool.utah.edu.

Financial Support

The Department of Occupational and Recreational Therapies offers, on a limited basis, financial assistance to students throughout their graduate work. Department financial support may come in the form of Teaching Assistantship (TA), Research Assistantship (RA) or Graduate Assistantship (GA).

Assistantship positions provide financial support to graduate students in exchange for teaching/research and/or service related work for the department. A full assistantship includes a stipend paid throughout the academic year. Students are expected to work 20 hours/week. Tuition waivers may or may not be available in connection with assistantships.

The department retains the right to subdivide assistantships based upon the number of interested students and department need. Differential tuition fees are not waived for students in the MS RT program.

A master's degree candidate can receive financial support (TA/RA/GA) for a maximum of two years. Students that have assistantships are required to be present both during and at the end of the semester until all their responsibilities have been satisfactorily discharged as determined by their supervisor.

Students must maintain a 3.0 GPA to be eligible to receive the tuition waiver. Students whose GPA falls below 3.0, will have the tuition waiver reversed at the end of the semester and the student will be responsible for payment of the tuition and applicable late fees. There is not a "financial need" requirement for the assistantships;

Some assistantships may require specific qualifications such as recreational therapy certification through NCTRC and Utah State licensure at the TRS level.

Assistantships are not guaranteed for the duration of the student's academic program, and are typically offered on a semester or annual basis only.

Students who are interested in learning about opportunities for financial support should reach out to the Recreational Therapy Director of Graduate Studies

Tuition Waivers

Information on Tuition Benefits and relevant deadlines can be found here: <https://gradschool.utah.edu/tbp/tuition-benefit-program-guidelines>.

Student Health Insurance

Students receiving assistantships may be eligible for subsidized health insurance. Relevant deadlines and details can be found here: <https://gradschool.utah.edu/tbp/insurance-information>.

Residency

Graduate School residency policies for students receiving assistantships can be found at <https://gradschool.utah.edu/tbp/tuition-benefits-qa>:

Financial Resources

Other financial resources can be listed here, including:

- Personal Money Management Center
 - o <https://personal-money-management.utah.edu>
- Pivot
 - o <https://osp.utah.edu/news/pivot.php>
- Feed-U Pantry
 - o <https://union.utah.edu/resources-spaces/feed-u-pantry/hours-about-us>

Code of Conduct

All recreational therapy students are expected to follow the standards of professional conduct as outlined in the American Therapeutic Recreation Association's code of ethics <https://www.atra-online.com/welcome/about-atra/ethics>.

Students are also expected to adhere to the University of Utah's Student Code of Conduct <http://regulations.utah.edu/academics/6-400.php>. Failure to comply with these expectations may result in disciplinary or corrective action.

Grievance Policy

If a student has a course related grievance in a RECTH course policy outlines the following steps.

- Schedule a meeting, in person, with the instructor/professor of the class.
- If meeting with the instructor/professor does not result in a satisfactory outcome, the student can then meet with RT Director of Graduate Studies. (If the professor is the RT Director of Graduate Studies, the student can go directly to the Chair of the Occupational and Recreational Therapies Department)
- If the student does not feel a satisfactory outcome has been reached after meeting with the RT Director of Graduate Studies the student should then collect all information from the class and prior meetings with the instructor/professor and the Director of Graduate Studies and meet, in person with the Chair of the Occupational and Recreational Therapies Department.
- If the student still feels a fair and reasonable outcome has not been accomplished the student can then go to Assistant Dean of Students in the College of Health (CoH).
- Students are also welcome to make an appointment with one of the Graduate School deans to voice complaints or concerns (can be requested through info@gradschool.utah.edu or by calling 801.585.5529

Equity, Diversity, and Inclusion

The Department of Occupational and Recreational Therapies is committed to providing a brave and inclusive space for a diverse group of students, staff, and faculty.

Consistent with the University of Utah Nondiscrimination Policy, we do not tolerate any forms of discrimination, including racism and genderism, in our learning communities due to their harmful impacts. We support open communication from any member of our community about incidences of bias and discrimination, and commit to gather information to understand and address concerns with transparency to the best of our abilities.

Our goal is to broaden the perspectives of all students by providing a high quality, transformative educational experience to prepare our graduates to best work with our diverse local and global populations. This includes understanding historic and contemporary inequities and how they contribute to barriers to health, well-being, and participation in meaningful life activities. We assert that it is our role as occupational and recreational therapy professionals to advocate for justice and equity in our workplaces and communities.

If any member of our community experiences bias or discrimination, we ask that these incidences be reported to the University (through the [Bias Reporting System](#)). We also invite concerns related to equity, diversity, and inclusion to be shared with a member of the faculty or staff.

Title IX

Contact information for the Title IX Coordinator for the University is found here:

<https://oeo.utah.edu/contact-us>

Information on Title IX can be found here: <https://sexualassault.utah.edu/reporting/title-ix-on-campus-reporting>

Student Safety

Your safety is our top priority. In an emergency, dial 911 or seek a nearby emergency phone (throughout campus). Report any crimes or suspicious people to 801-585-COPS; this number will get you to a dispatch officer at the University of Utah Department of Public Safety (DPS; dps.utah.edu). If at any time, you would like escort by a security officer to or from areas on campus, DPS will help — just give a call.

The University of Utah seeks to provide a safe and healthy experience for students, employees, and others who make use of campus facilities. In support of this goal, the University has established confidential resources and support services to assist students possibly affected by harassment, abusive relationships, or sexual misconduct. A detailed listing of University Resources for campus safety is available at <https://registrar.utah.edu/handbook/campussafety.php>

Your well-being is key to your personal safety. If you are in crisis, call 801-587-3000; help is close.

The university has additional excellent resources to promote emotional and physical wellness, including the Counseling Center (<https://counselingcenter.utah.edu>), the Wellness Center (<https://wellness.utah.edu>), and the Women's Resource Center (<https://womenscenter.utah.edu>). Counselors and advocates in these centers can help guide you to other resources to address a range of issues, including substance abuse and addiction.

Safety Resources

University Police: <https://dps.utah.edu>

Phone: 911 or 801.585.2677

Emergency services

Crisis Line (24/7): <https://healthcare.utah.edu/uni/programs/crisis-diversion.php>

Phone: 801.587.300

For crisis intervention, emotional support, and mental health needs

Suicide Prevention Hotline – Utah: <http://www.suicide.org/hotlines/utah-suicide-hotlines.html>

Crisis Prevention – SafeUT Smartphone App: <https://www.uofuhealth.org/safeut>

Free 24/7 access to counselors for crisis prevention and emotional support
University Counseling Center: <https://counselingcenter.utah.edu>
Room 246, Student Services Building (SSB)
Phone: 801.581.6826

Sexual Assault Victim Advocacy: <https://advocate.wellness.utah.edu>
Room 328, Student Services Building (SSB)
Phone: 801.581.7779

Student Health Center: <https://studenthealth.utah.edu/services>
Madsen Health Center, 555 Foothill Drive
Phone: 801.581.6431

Women's Resource Center: <https://womenscenter.utah.edu>
Room 411, Olpin Union Building

The Office of the Dean of Students: <http://deanofstudents.utah.edu>
Room 270, Olpin Union Building

Research Policies & Training

The University offers a variety of research training opportunities through Research Education (REd). Students in the MS RT program may have course projects that require Institutional Review Board (IRB) approval, and are expected to adhere to all University research policies and engage in ethical conduct.

REd Courses

The University provides Research Education (REd) on a variety of research subjects. While these courses are not required of MS RT students, they may be interesting and valuable for some students. Information regarding class topics and availability can be found on the Research Education website here: <https://education.research.utah.edu/>

IRB

The Institutional Review Board is charged with the review of all research projects that involve humans to ensure they comply with local, state, and federal laws, as well as the high ethical standards set forth in University policy. All students working with human subjects research should be familiar with and compliant to IRB rules.

During the process of thesis and project planning, students should discuss IRB requirements with their

More information here: <https://irb.utah.edu>

Physical Resources

University ID Card

All students are required to have a University ID Card. Students in the MS RT program need to have a Health ID in order to access clinical spaces. Information on obtaining and/or replacing student ID Cards is available here:

<https://ucard.utah.edu>

TRAX Pass

UTA University pass: <https://commuterservices.utah.edu/mass-transit>

TRAX Schedules & Maps: <https://www.rideuta.com/Rider-Tools/Schedules-and-Maps>

Wireless Connections

Onboard to Utah wireless: https://onboard.utah.edu/enroll/uofu/prod_3/process

Software

Grammarly Access: <https://gradschool.utah.edu/grammarly>

New Student Guide to Digital Resources:

https://it.utah.edu/help/it_guides/new_student_guide.php

Hardware

University Bookstore: <https://www.campusstore.utah.edu/utah/home>

Surplus & Salvage: <https://fbs.admin.utah.edu/surplus/>

Paychecks & Direct Deposit

HR Paycheck Information: <https://www.hr.utah.edu/payroll/paycheck.php>

Housing

Graduate Student Housing Resources & Options:

<https://housingoptions.utah.edu/graduate-housing/>

Meals & Food

Utah Meal Plans: <https://housing.utah.edu/dining>

Arts & Entertainment

Arts Pass: <https://www.finearts.utah.edu/arts-pass>

Student Awards

Department-Specific Awards

Awards and scholarships available through the Recreational Therapy program and/or Department of Occupational and Recreational Therapies are typically announced through e-mail communication to all eligible students along with eligibility and application instructions. Opportunities can vary from year to year.

University Fellowships and Awards

Students in the MS RT program may also be eligible for awards offered at the University Level. Students are encouraged to review award postings and announcements in order to find opportunities that may be applicable to their specific situation. A list of the graduate school awards can be found at <http://gradschool.utah.edu/tpb>.

Student Travel Assistance

Students may be eligible for conference travel assistance through the Department of Occupational and Recreational Therapies or College of health. Typically, individuals who are presenting their academic work at professional conferences receive priority for any available funds. There are also awards offered through the Graduate School - the Graduate Student Travel Assistance Award (GSTAA) and the Early Career Professional Development Program (ECPDP). More information on these awards is here:

<https://gradschool.utah.edu/current-students/graduate-student-travel-assistance-award>.

Graduate School Resources

Events

Event & Workshop Calendar:

<https://gradschool.utah.edu/events-calendar>

Events & Workshops Description:

<https://gradschool.utah.edu/upcoming-events>

Administrative & Records

Graduate Records Office: <https://gradschool.utah.edu/graduate-catalog/graduate-records-office>

Electronic Graduate Record File: <https://gradschool.utah.edu/current-students/electronic-graduate-record-file-tutorial>

Awards & Fellowships

Graduate Fellowship Opportunities: <https://gradschool.utah.edu/tpb/graduate-fellowship-opportunities>

Graduate Student Travel Assistance Award: <https://gradschool.utah.edu/current-students/graduate-student-travel-assistance-award>

Early Career Professional Development Program:
<https://gradschool.utah.edu/current-students/graduate-student-travel-assistance-award>

Thesis & Dissertation Awards: <https://gradschool.utah.edu/current-students/awards>

Advocacy

Graduate School Diversity Office: <https://gradschool.utah.edu/diversity>

Graduate School Dean: dean@gradschool.utah.edu

Training & Workshop Programs

International Teaching Assistant Program (ITAP): <https://gradschool.utah.edu/ita>

Three Minute Thesis Training & Competition: <https://gradschool.utah.edu/3MT>

Past Workshops & Trainings: <https://gradschool.utah.edu/resource-library/workshops-videos>

Research Communication: <https://gradschool.utah.edu/science-communication>

Writing & Manuscript Editing

Thesis Office: <https://gradschool.utah.edu/thesis>

Grammarly: <https://gradschool.utah.edu/grammarly>

University Resources

Graduate Writing Center & Graduate Student Reading Room

More information: <https://writingcenter.utah.edu/grad-student-services.php>. The Graduate Writing Center is located in the Marriott Library in the Graduate Student Reading Room. To access the Reading Room, students must fill out a Graduate Resources Access Form, found at <https://lib.utah.edu/services/education/gradstudents.php>. eTutoring for Graduate Writing is also available. Students can sign up for this service at <https://writingcenter.utah.edu/graduate-services/e-tutoring.php>

University Libraries

In addition to the research offerings, the Marriott Library has events and programs specifically for graduate students. Check <https://lib.utah.edu/services/education/gradstudents.php> for schedules and more information.

Professional Development

Career & Professional Development Center Graduate Student Career Coaching: <https://utah.craniumcafe.com/group/graduate-student-career-coaching>

Graduate Student Teaching Training from Center for Teaching & Learning Excellence: https://ctle.utah.edu/events/ctle_events.php

Higher Education Teaching Specialist Program: <https://ctle.utah.edu/hets>

Student Health, Wellness, & Recreation

Student Health Center: <https://studenthealth.utah.edu>

University Counseling Center (including Mindfulness Center):

<https://counselingcenter.utah.edu>

Center for Student Wellness: <https://wellness.utah.edu>

Campus Recreation Services: <https://campusrec.utah.edu>

Leadership & Dispute Resources

Dean of Students Office: <https://deanofstudents.utah.edu>

Faculty Ombudsman: <https://academic-affairs.utah.edu/office-for-faculty/facultyombudsman>

Graduate School: <https://gradschool.utah.edu/contact-us>

Support Groups & Services

Center for Disability & Access: <https://disability.utah.edu>

Office of Equal Opportunity, Affirmative Action, and Title IX: <https://oeo.utah.edu>

Office for Equity & Diversity: <https://diversity.utah.edu>

International Student & Scholar Services: <https://ic.utah.edu>

LGBT Resource Center: <https://lgbt.utah.edu>

Veteran's Support Center: <https://veteranscenter.utah.edu>

Women's Resource Center: <https://womenscenter.utah.edu>