



Annual Data Report to ACOTE

Accredited OTD, OTM, OTA-B, OTA-A Programs

Accreditation is a system for recognizing educational institutions and professional programs affiliated with those institutions for a level of performance, integrity, and quality which entitles them to the confidence of the educational community and the public they serve. ACOTE is recognized as the accrediting agency for occupational therapy education by the United States Department of Education (USDE) and the Council for Higher Education Accreditation (CHEA). Since accreditation status goes through a comprehensive review every 5, 7 or 10 years, USDE recognized institutions and professional programs are encouraged to maintain self-study and improvement mechanisms on a continuous basis, which may include collecting data on student debt, distance education, and demographics. ACOTE utilizes the Annual Reports for this purpose.

This document is provided as a template to help programs collect data in advance of the official survey release. Program Directors will receive an email notification in November once the survey is open for data input.

Submission Instructions:

- Annual Reports must be submitted **by February 6, 2026**. Late submissions may incur a late fee.
- Before submitting the report, ensure that your faculty tab in the eAccreditation portal is updated and marked as “ready for submission.”
- **The electronic report features a logic-based design, so you may notice new questions appear or are skipped as you progress.**
- The Annual Report and Faculty Profiles must be completed by ALL accredited programs, including programs on inactive status, and programs with Interim and Self-Study reports due this year.
- Historical Annual Reports (2024 and prior) remain available in the eAccreditation portal by accessing the Annual Report tab and scrolling down to “You can view previous years’ reports Here.” The **2025 Annual Report** was completed via Formstack survey and programs received a PDF of the response submitted via email.
- Optional comment boxes are provided at the end of each section for additional comments.

Please respond using the timeframe indicated in each question and if applicable, include all additional program locations.

“REPORTING PERIOD” refers to 1/1/2025-12/31/2025.

“CURRENT/CURRENTLY” refers to information as of the time you complete the survey.

Program Name:

Program Director Name:

Program Director Email Address:

In a web browser, sign into your eAccreditation account. Once signed in, copy the entire URL and paste it into this field for verification:

SECTION I: GENERAL PROGRAM INFORMATION

1. Degree level (Select only 1 level per survey):

- ☐ OT Doctorate (OTD)
- ☐ OT Masters (OTM)
- ☐ OTA Bachelors (OTA-B)
- ☐ OTA Associates (OTA)

2. If you have a doctoral or master's degree program, does the program offer a bridge format (specific to OTA to OT education)?

- ☐ Yes
- ☒ No

3. Is the institution classified as a(n):

- ☐ HBCU (Historically Black College and Universities)
- ☐ HSI (Hispanic-Serving Institute)
- ☐ MSI (Minority-Serving Institute)
- ☐ AANAPISI (Asian American and Native American Pacific Islander-Serving Institute)
- ☐ Other (*do not include private, non-profit, public, etc.*): _____
- ☐ None of the above

Distance Education Definition:

Distance education is a delivery method used in whole or in part within an academic program regardless of whether face-to-face, on ground or residential option.

Education that uses one or more of the technologies listed below to deliver instruction to students who are separated from the faculty and to support regular and substantive interaction (as informed by the [Higher Learning Commission](#)) between the students and the faculty, either synchronously or asynchronously. The technologies that may be used to offer distance education include:

- the internet
- one-way and two-way transmissions through open broadcast, closed circuit, cable, microwave, broadband lines, fiber optics, satellite, or wireless communications devices
- audio conference
- other media used in a course in conjunction with any of the technologies listed in items above

4. Not including fieldwork, what percentage of your program is typically offered by distance education? *(This information is available to the public in the Distance Education Lists on ACOTE's Schools page (<https://acoteonline.org/all-schools/>)).*

- ☐ 0%
- ☐ 1-24%
- ☐ 25-49%
- ☐ 50-74%
- ☐ 75-100%

4a. Provide additional information if more than one option is selected above (multiple cohorts with different distance education offerings):

5. Did the program increase the cohort size by 25% or more during this reporting period?

- ☐ Yes
- ☒ No

5a. If yes, was this an approved significant change?

- ☐ Yes
- ☒ No
- ☐ Other:

6. During this reporting period, were any changes made to space available for classrooms, laboratories, offices, or private advising of students?

- ☐ Yes
- ☒ No

6a. If yes, please explain:

7. If the program is a master's or doctoral degree program, are students required to complete their baccalaureate degree before they start the master's or doctoral program coursework?

☐ Yes

☒ No

☐ N/A (for OTA and OTA-B programs)

Section I Comments (Optional):

SECTION II: APPLICANTS AND ENROLLMENT

1. How many cohorts does the program admit during the reporting period?
☒ 1
☐ 2
☐ 3
2. The student cohort size (If multiple cohorts have different sizes, enter the average number of available slots per cohort) per admission cycle:
3. For programs with an accredited additional location, indicate the number of students admitted at each location:
Main Campus:

Additional location(s):
4. Total seats that were available for student admission during the reporting period (sum across all cohorts and campuses):

Comments regarding student cohort size (optional):

5. For the annual seats indicated in question 4, how many total students completed an application for admission into the program?
6. How many students were NEWLY enrolled into the program during this reporting period?
7. How many TOTAL students are CURRENTLY enrolled in this program (include all current cohorts)?

8. The total number of all currently enrolled students in the program who identify with the following ethnic groups (*numbers only*). *This question addresses ethnicity rather than race:*

Hispanic/Latino # _____

Non-Hispanic/Non-Latino # _____

Decline to state # _____

9. The total number of all currently enrolled students in the program who identify with the following racial groups (*numbers only*). *This question addresses race rather than ethnicity:*

American Indian or Alaska Native # _____

Asian # _____

Black or African American # _____

Native Hawaiian or Other Pacific Islander # _____

White # _____

Identifies with more than 1 race # _____

Other # _____

Decline to state # _____

10. The sex of all students currently enrolled in the program (*numbers only*):

Male# _____

Female # _____

X # _____

Decline to state # _____

Section II Comments (Optional):

SECTION III: FACULTY AND STAFF (CURRENT)

You must update the FACULTY tab to include ALL faculty (adjunct, part-time, full-time) that are in the program (do not include faculty or adjuncts that are no longer teaching in the program) and mark the faculty tab as complete before submitting your Annual Report. Professional development plans are not requested for upload in the Annual Report.

1. Did you have faculty changes during this reporting period that were **NOT** previously reported to ACOTE?

☒ Yes →

☐ No

1a. If yes:

	No Changes:	Position is Vacant:	Changes to Full-time Faculty (A.2.2., A.2.5., A.2.7.)	Changes to Part-time Faculty (A.2.2., A.2.5., A.2.7.)
Academic Fieldwork Coordinator	☐	☐	☐	☐
Doctoral Capstone Coordinator	☐	☐	☐	☐
Full-time Faculty Member	☐	☐	☐	☐
Part-time Faculty Member	☐	☐	☐	☐

1b. Please list the name(s) of all new faculty members:

2. Do you currently have clerical and support staff, consistent with institutional practices in accordance with 2023 Standard A.2.8. Clerical and Support Staff?

☒ Yes

☐ No

2a. If no, please explain:

3. If you are an OTA-A and OTA-B program, do you have a faculty who is currently practicing (clinical practice or education) as an occupational therapy assistant in accordance with 2023 Standard A.2.7. Sufficient Faculty?

☒ Yes

☐ No

☐ N/A (for OTM and OTD programs)

Comments:

4. If you are an OTA-A program, do you currently have at least two full-time equivalent (FTE) faculty positions at each accredited location where the program is offered in accordance with 2023 Standard A.2.7. Sufficient Faculty?

- ☐ Yes
- ☐ No
- ☐ N/A (for OTA-B, OTM, OTD programs)

5. If you are an OTA-B program, do you currently have at least three full-time equivalent (FTE) faculty positions at each accredited location where the program is offered in accordance with 2023 Standard A.2.7. Sufficient Faculty?

- ☐ Yes
- ☐ No
- ☐ N/A (for OTA, OTM, OTD programs)

6. Is the program's faculty-student ratio in lab courses greater than 1:15?

- ☐ Yes
- ☐ No

6a. What is the program's average faculty-student ratio in lab courses during this reporting period (for an average ratio of 1 faculty member per 10 students, enter 1:10, for an average ratio of 2 faculty members per 30 students, enter 1:15, for an average ratio of 2.5 faculty members per 30 students, enter 1:12):

6b. ACOTE does not prescribe an acceptable faculty to student ratio for lab courses. However, if the ratio exceeds 1:15 ensure you explain how the faculty–student ratio permits the achievement of the purpose and stated objectives for laboratory courses, are compatible with accepted practices of the institution for similar programs, and how it ensures student and consumer safety:

7. For OTA-B and OTD programs, what is the program's average faculty-student ratio?

7a. Explain how this ratio ensures sufficient oversight of the baccalaureate or capstone project:

8. Are all faculty who are occupational therapists or occupational therapy assistants currently licensed or otherwise regulated in the state or jurisdiction in which the program is located?

- ☒ Yes
- ☐ No

8a. If no, please explain:

9. Do all full-time faculty in the program hold the minimum degree required by 2023 Standard A.2.5. OT and OTA Faculty License and Degrees that was awarded by an institution that is accredited by a USDE-recognized institutional accrediting body?

☒ Yes

☐ No

9a. If no, please explain:

Section III Comments (Optional):

SECTION IV: PROGRAM OPERATIONS

1. Have there been any changes to your budget that have **negatively** impacted the operations of your program since your last report?

☒ Yes

☐ No

1a. If yes, explain:

2. Has your program been awarded federal funds or a grant that requires accreditation by ACOTE?

☒ Yes

☐ No

2a. If yes to IV.2., indicate the federal grant program (If you selected 'No' to IV.2, select 'N/A' here.):

☐ Research Enhancement Award Program (REAP) for Health Professional & Graduate Schools

☐ Allied Health Projects Grant Program

☐ Office of Elementary and Secondary Education (OESE)

☐ Office of Special Education and Rehabilitative Services

☐ Substance Abuse and Mental Health Services Administration

☐ Health Resources and Services Administration

☐ National Institutes of Health

☐ Other: _____

☐ N/A

2b. If yes, how much funding did the program receive?

Section IV Comments (Optional):

SECTION V: OUTCOMES

1. Indicate the month(s) students typically graduate from the program:

2. The total number of students who graduated from the program in calendar year 2025:

Graduates # _____

☐ N/A New Programs Only

3. The total number of students who graduated from the program in calendar year 2024:

Graduates # _____

☐ N/A New Programs Only

RETENTION RATE: A measure of the rate at which students persist in their educational program, calculated as the percentage of students on the roster after the add period, from the beginning of the previous academic year who are again enrolled at, or graduated prior to, the beginning of the subsequent academic year.

4. Enter the following information to determine the **RETENTION** rate:

a. The total headcount of students who newly enrolled in the program in academic year

2024/2025: # _____

b. The number of newly enrolled students in 2024/2025 that returned to the program in academic

year 2025/2026: # _____

c. Retention Rate (5b divided by 5a): _____ %

d. If retention is below 80%, is this being addressed in your strategic plan?

☒ Yes

☐ No

☐ N/A

e. Required comments if the retention rate is below 80%. Additional information regarding retention rate (optional) *(for example, explain if a 1-year program or a transitioning program):*

5. Graduation rates for:

Graduation Rate Definitions

OT Programs: *The number of students who graduate on time (G1) divided by the number of students admitted in the original cohort (G2) minus the number of students who withdrew due to military, health, family issues, death and other reasons not related to academic and clinical performance (G3). Calculation per calendar year is = $G1 / (G2 - G3)$.*

OTA Programs: *The number of students who graduate on time (G1) plus the number of students who graduate within 150% of expected time (G2) divided by the number of students admitted in the original cohort (G3) minus the number of students who withdrew due to military, health, family issues, death, and other reasons not related to academic and clinical performance (G4). Calculation per calendar year is = $(G1 + G2) / (G3 - G4)$.*

2023 _____ %

2024 _____ %

2025 _____ %

3-year Average (2023-2025) _____ %

☐ N/A (New Programs Only)

5a. Required Comments if the 3-year graduation average is below 80%:

6. Fieldwork Level II placement during this reporting period:

- a. Total number of FW Level II placements PASSED: # _____
- b. Total number of FW Level II placements FAILED: # _____
- c. Total number of FW Level II placements students were WITHDRAWN (without failing): # _____
- d. Comment regarding FW Level II pass rate (optional): _____

7. Doctoral Capstone or Baccalaureate Projects completed during this period?

☐ N/A for OTA and OTM Programs

- a. Total number of Doctoral Capstone or Baccalaureate Projects PASSED: # _____
- b. Total number of Doctoral Capstone or Baccalaureate Projects FAILED: # _____
- c. Total number of Doctoral Capstone or Baccalaureate Projects students were WITHDRAWN (without failing): # _____
- d. Comments regarding doctoral capstone or baccalaureate project pass rate (optional): _____

8. What percentage of Doctoral Capstone or Baccalaureate Projects were completed in the following focus areas (must total 100%):

☐ N/A for OTA and OTM Programs

- a. Clinical _____ %
- b. Research _____ %
- c. Administration _____ %

- d. Program Development and Evaluation ____%
 - e. Policy Development ____%
 - f. Advocacy ____%
 - g. Education ____%
 - h. Leadership ____%
9. Percentage of Doctoral Capstone sites that were continued from past cohorts (i.e. program used the same site for multiple years)? ____%
- ☐ N/A for OTA, OTA-B and OTM Programs
10. As a result of the Doctoral Capstone or Baccalaureate Projects, what percentage of students:
- ☐ N/A for OTA and OTM Programs
- a. had a paper accepted for publication ____%
 - b. presented at a professional conference or meeting ____%
 - c. obtained a job at the capstone site or similar site as a direct result of Doctoral Capstone or Baccalaureate Projects ____%
 - d. none of the above ____%

The following questions (11-14) are specific to 2024 graduates as the data would have been collected in 2025:

11. What percentage of **2024** graduates are employed in an OT/OTA or OT/OTA-related position?
- ☐ 0%
 - ☐ 1-24%
 - ☐ 25-49%
 - ☐ 50-74%
 - ☐ 75-100%
 - ☐ New program - no data available
12. Indicate the employment status of the **2024** graduates using the following categories. If your program did not have graduates in **2024**, please enter "0" in each response box and explain in the comment box. Include each graduate in only 1 of the categories below so that the total matches your response to question V.3.
- a. Number of graduates employed in an OT/OTA-traditional practice area:
 - b. Number of graduates employed in an OT/OTA nontraditional or emerging practice area:
 - c. Number of graduates employed but not in an OT/OTA related position:
 - d. Number of graduates still seeking employment in an OT/OTA or OT/OTA-related position:
 - e. Number of graduates who will be continuing their higher education while employed in an OT/OTA position:
 - f. Number of graduates whose employment status is unknown:
 - g. Total number of students reporting on employment for this survey:

Comments related to employment data (optional):

13. The median student debt load for all students who graduated from your program in **2024**?

☐ \$0 - 25,000

☐ \$25,001 - \$50,000

☐ \$50,001 - \$75,000

☐ \$75,001 - \$100,000

☐ \$100,001 - \$125,000

☐ \$125,001 - \$150,000

☐ \$150,001 - \$175,000

☐ \$175,001 - \$200,000

☐ >\$200,000

☐ New program - no data available

Total number of students reporting: _____

Percentage of students reporting: _____%

14. For those students who graduated from your program in **2024** and are employed in an OT/OTA or OT/OTA-related position, please indicate the average graduate's full-time starting salary:

☐ \$0 - 25,000

☐ \$25,001 - \$50,000

☐ \$50,001 - \$75,000

☐ \$75,001 - \$100,000

☐ \$100,001 - \$125,000

☐ >\$125,001

☐ New program - no data available

Total number of students reporting: _____

Percentage of students reporting: _____

Section V Comments (Optional):

SECTION VI: ACCESS TO INFORMATION

Programs will be cited with an Area of Noncompliance if the program's websites do not meet the requirements of 2023 Standards A.4.2., A.4.3., and A.4.4.

1. Provide an active link to the program's website **homepage**: _____

Verify the link in the profile tab of your eAccreditation portal matches the link you provide on the annual report.

- a. I have verified the program's webpage meets all the requirements of 2023 Standard A.4.2.:
Publication of Program Outcomes:

☒ Yes

☐ No

If graduation rates are not posted for 2025, provide an explanation:

- b. I have verified that this webpage meets all the requirements of 2023 Standard A.4.3.
Publication of ACOTE Information.

☒ Yes

☐ No

- c. As required by 2023 Standard A.4.4.: Published Policies and Procedures, I have verified the **total** cost of attendance, including current tuition and fees and the total cost of completing the program is displayed on the **program's homepage or a link to the information is posted on the program's homepage**.

☒ Yes

☐ No

Section VI Comments (Optional):

SECTION VII: MINOR PROGRAM CHANGES

ACOTE Policy [IV.B.1. Additions or Changes](#) – Download

1. Have you made any minor changes during this reporting period Per ACOTE Additions and Changes policy?

☒ Yes

☐ No

1a. If yes, check all that apply and provide comments under each selected item. In the comment box below each selected option:

- Indicate how these changes were based on program evaluation data.
- Include information on how the minor change or addition does or does not impact compliance with the ACOTE Standards.

☐ Admission requirements and selection criteria.

Comments:

☐ Reduction in the frequency of student admissions (e.g., not admitting students for one admission cycle or reducing admissions from once a year to every other year).

Comments:

☐ Elimination of an approved cohort or track.

Comments:

☐ Changes in how the program is offered that do not change the degree level (e.g., move from a combined baccalaureate/master's-degree-level program to a professional entry-level master's program).

Comments:

☐ Changes to the curriculum content or delivery model for less than 25% of credits of the didactic courses excluding Level II fieldwork and OTD and OTA-B capstones (e.g., curricular adjustments, changes between quarter/semester systems, change from in-classroom to distance education delivery model).

Comments:

☐ Changing facilities on the same campus

Comments:

☐ Other (e.g., decrease in cohort size)

Comments: