



College of Public Health and Health Professions  
Department of Occupational Therapy

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Dear Fieldwork Educator,

Enclosed is an application for a Certificate of Participation that entitles the person whose name appears on the Certificate to tuition fees for up to six (6) credit hours of registration at any State University in Florida during a single term.

An application form is needed for each Level II student supervised. Please note that the application form may be duplicated as needed. If a Fieldwork Educator has provided more than 300 hours of supervision for one student, additional request forms should be submitted.

In the event you have more than one OTR supervising a student you must have a departmental policy to determine which fieldwork educator may apply for the certificate. Only OTRs who supervise University of Florida (UF) students may apply. If you have any questions, please contact me at 352-273-6724 or [lstruckmeyer@phhp.ufl.edu](mailto:lstruckmeyer@phhp.ufl.edu)

**The certificate is:**

- ✓ **Valid for 36 months from date of issue**
- ✓ **Non-transferable**
- ✓ **Valid at any state university in Florida**
- ✓ **Like a blank check – once it is issued it cannot be replaced if lost**

The certificate states:

“This Certificate entitles the holder to exempt the tuition fee for up to six hours during one term of instruction, including credit courses offered through continuing education programs, at any State University. The holder will be required to pay all current fees applicable at the time of registration except tuition fees and comply with all applicable statutes and policies of the State of Florida and its agencies regarding admission and registration.”

At UF the certificate may be used as payment for 6 credit hours of instruction (excluding fees) and includes *Graduate* courses. The certificate may not be used for UF’s continuing education courses unless academic credit is offered or for UF’s Distance Learning Master’s in OT.

To receive your certificate, complete the application and return it to me. **Please allow 4 – 6 weeks for processing.**

Thank you again for your part in the occupational therapy fieldwork education of the University of Florida’s Occupational Therapy students. If I can be of further assistance please do not hesitate to contact me.

Sincerely,

*Linda Struckmeyer*

Linda R. Struckmeyer, MA, OTR/L  
Academic Fieldwork Coordinator  
Clinical Lecturer

*The Foundation for The Gator Nation*

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