ELITE

EMT ACADEMY

EMT-B ONLINE: STUDENT REGISTRATION CHECKLIST

GENERAL APPLICATION PAPERWORK

☐ **Student Application**

- *Submitted through* PandaDoc *-- You will receive an email from* ***PandaDoc*** *after you enroll.*

☐ **Elite EMT Academy's Student Policies & Procedures Handbook**

- *Submitted through* PandaDoc *-- You will receive an email from* ***PandaDoc*** *after you enroll.*

☐ **Course Syllabus**

- *Submitted through* PandaDoc *-- You will receive an email from* ***PandaDoc*** *after you enroll.*

☐ **Skills Session Scheduling Agreement Form**

- *Submitted through* PandaDoc *-- You will receive an email from* ***PandaDoc*** *after you enroll.*

☐ **COVID-19 Student Exposure Form**

- *Submitted through* PandaDoc *-- You will receive an email from* ***PandaDoc*** *after you enroll.*

☐ **EMT-B ONLINE: Student Registration Checklist**

- *Submitted through* PandaDoc *-- You will receive an email from* ***PandaDoc*** *after you enroll.*

☐ **Uniform, Supplies, & Textbook**

- *Submitted through* PandaDoc *-- You will receive an email from* ***PandaDoc*** *after you enroll.*

REQUIRED DOCUMENTS

THE FOLLOWING RECORDS ARE TO BE EMAILED:

☐ **Valid Driver's License** or **State Identification Card**

☐ **General Equivalency Diploma (GED) / High School Equivalency Certification**

OR

High School Diploma or **Transcript** *(containing graduation date)*

OR

College Transcript *(Official Transcript from Registrar's Office)*

☐ **BLS Provider certification** *(Issued by American Heart Association)*
Find a course near you at: https://atlas.heart.org/

☐ **Immunization/Vaccination Records** *(listed on Page 3)*

EMAIL RECORDS TO: *EliteEMTAdmin@eliteemtacademy.com*

Records are to be sent electronically and are only accepted in PDF format.

Picture files *(JPEG, GIF, PNG, TIF)* **WILL NOT** be accepted.

Records that do not contain a name, are not legible or too small to read **WILL NOT** be accepted.

Download the **CamScanner** app to take pictures of your records and convert to PDF format.

BACKGROUND SCREEN | DRUG SCREEN

GroupOne BACKGROUND SCREENING

☐ **Background Screen** ($54)

REGISTER: *GroupOne Background Screen*

*****The background screen needs to be completed before you start the course.***
You MAY NOT start the course until your background screen has resulted.
The background screen usually results in 3-5 business days but can take longer if you have resided in multiple states / counties / jurisdictions or have a positive criminal record.

☐ **Drug Screen** ($46.20)

REGISTER: *GroupOne Drug Screen*

*****The drug screen is required to be registered and paid for within 2 months after enrollment.***

IMMUNIZATION & VACCINATION REQUIREMENTS

☐ Proof of: **Negative Tuberculin/TB Skin Test (PPD / TST) Result**
***Result must be within 1 year of clinical rotation dates*
OR
Negative QuantiFERON TB Gold (QFT) (Immunity Blood Test from Lab)
***Result must be within 1 year of clinical rotation dates*
OR
Negative Chest X-Ray -- **Provided only if TB skin test or lab result is POSITIVE** --
***Chest x-ray reading must be within 2 years of clinical rotation dates; a positive TB skin test or lab result is required to be submitted along with the chest x-ray report.*

☐ Proof of Either: **Varicella Vaccine** *(2 doses; 30 days apart)*
OR
Positive Varicella Titer (Antibody Immunity - *Bloodwork Laboratory Test*)
***Equivocal or Negative results are NOT ACCEPTED*
***Result must be within 1 year of clinical rotation dates*

☐ Proof of Either: **MMR Vaccine** *(2 doses; 30 days apart)*
OR
Positive Measles, Mumps and Rubella (MMR) Titer (Antibody Immunity)
***All three components are required to be POSITIVE*
***Equivocal or Negative results are NOT ACCEPTED*
***Result must be within 1 year of clinical rotation dates*

☐ Proof of Either: **Hepatitis B Vaccine** *(2 doses; 30 days apart)*
***Vaccine date must be within 15 years of clinical rotation dates*
OR
Positive Hepatitis B Titer (Antibody Immunity - *Bloodwork Laboratory Test*)
***Equivocal or Negative results are NOT ACCEPTED*
***Result must be within 1 year of clinical rotation dates*

☐ Proof of: **Tetanus/Diphtheria/Pertussis (Tdap) Vaccine**
Td or DT booster are NOT ACCEPTED
Tdap titer results are NOT ACCEPTED
***Vaccine date must be within 10 years of clinical rotation dates*

☐ Proof of: **Influenza (Flu) Vaccine** ***Must be within the current Flu Season (Fall to Summer)*
-- ***SUMMER courses are NOT EXEMPT and require documentation of the Flu vaccine*** --
If you are enrolled in our summer EMT-B program and did not receive the previous flu season vaccine…
*(**discarded every calendar year on June 30th**)*
You will need to receive the next flu season vaccination released in August/September.
As a result, clinical dates will be postponed.

ALL IMMUNIZATION RECORDS ARE REQUIRED TO BE SUMITTED IN PDF FORMAT

MATERIALS & SUPPLIES

☐ **Online Textbook with Pearson MyLab** *(Assignment Access)*:

Emergency Care, 15th Edition
MyLab BRADY with Pearson eText for Emergency Care
ISBN-13: 9780138365561 (2025 update)

☐ **Wristwatch** *(Second Hand or Timer to Count Seconds)*

☐ **Stethoscope**

☐ **Pen Light**

☐ **Trauma Shears**

☐ **No. 2 Pencils**

☐ **Pens**

☐ **Scantrons** *(Provided by Elite EMT Academy)*

UNIFORM REQUIREMENTS

☐ **Uniform Shirt** *(Provided by Elite EMT Academy)*
***Sizing up recommended for a looser fit – Sizes run small for Men*

☐ **EMS Uniform Pants** *(**dark navy** or **black** -- i.e. 5.11, Rothco, LA Police Gear, Dickies)*

☐ **Solid Black Boots or Uniform Shoes**
(Footwear must be solid black with black soles of leather-like material)
– No canvas or mesh material – No white or colored soles/logos on athletic shoes

☐ **Black, White or Gray T-Shirt** *(ie. Hanes or Fruit of the Loom undershirt)*

☐ **Solid Black Belt**

TUITION & PAYMENT PLAN

**TUITION FOR THE EMT-B PROGRAM IS $1,200.00

A minimum deposit of **$275.00** is required to register with the payment plan option to enroll in the course. Enrollment is on a first-come first-serve basis by payment, but the applicant must meet the minimum qualifications to properly enroll in the course.

The minimum qualifications are listed below:

- **18 years of age or older** *(if 17 years of age, you must turn 18 before the Final Exam date)*
- **GED Certificate or High School Diploma** - minimum education requirement
- **Clear criminal background** - No Felonies and/or some Class A or B Misdemeanors
- **Clean urine drug screen** - No illegal/unprescribed drug use
- **Required immunization/vaccination documentation** - can be in process of receiving

OPTION #1
MONTHLY PAYMENT PLAN

After paying the **$650.00 deposit**, the remaining balance of $600.00 can be arranged into a payment plan consisting of two payments of $300.00. The **FIRST** payment of $300.00 is due within one **(1) month / thirty (30) days** of course enrollment invoice date and the **SECOND** payment of $300.00 is due within **two (2) months / sixty (60) days** from course enrollment invoice date.

OPTION #2
BI-MONTHLY PAYMENT PLAN

After paying the **$275.00 deposit**, the remaining balance of $1,000.00 can be arranged into a payment plan consisting of two payments of $500.00. The **FIRST** payment of $500.00 is due within one **(1) month / thirty (30) days** of course enrollment invoice date and the **SECOND** payment of $500.00 is due within **two (2) months / sixty (60) days** from course enrollment invoice date.

If your tuition is NOT PAID IN FULL upon registration:

☐ Two invoices (*with due dates*) will be sent to you by email to submit payment online.
NO REFUNDS