











## EMT-B HYBRID: 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.
  
- Student Clinical Rotation Eligibility Acknowledgement Form**
  - Submitted through  PandaDoc -- You will receive an email from **PandaDoc** after you enroll.
  
- Mask Mandate 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 HYBRID: 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 SUBMITTED TO ELITE EMT ACADEMY:

- 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 the Registrar's Office*)
- CPR Card (American Heart Association BLS Provider)
  - Immunization/Vaccination Records (*listed on Page 3*)

**EMAIL RECORDS TO:** [registration@eliteemtacademy.com](mailto:registration@eliteemtacademy.com)

**Records are submitted electronically by email and accepted in PDF format ONLY.**

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.

## CRIMINAL BACKGROUND SCREEN

- GroupOne Services Background Screening



[CLICK HERE TO COMPLETE BACKGROUND SCREEN](#) (\$49) fee paid to GroupOne Services

**\*\*To be completed before the course start date.**

**You MAY NOT start the course until your background screen has resulted.**

## DRUG SCREEN

- SurScan Drug Screening



<https://surpath.com/registration/preregistration> (CLIENT CODE: **ELITE**) (\$34) fee paid to SurScan

**\*\*REGISTRATION ONLY -- NOT FOR TESTING IN ADVANCE**

**-- Drug screens are administered on a random basis --**

**They are either administered in class at Elite EMT Academy  
or you will be notified by email & text message to schedule an appointment and  
report within 24-hours to a drug screening facility.**

# IMMUNIZATION & VACCINATION REQUIREMENTS

- Proof of: **Negative Tuberculin/TB Skin Test (PPD / TST) Result**  
*\*\*Must be within 1 year of clinical rotation dates*  
**OR**  
**Negative QuantiFERON TB Gold (QFT) (Immunity Blood Test from Lab)**  
*\*\*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*
- 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*
- Proof of Either: **Hepatitis B Vaccine (2 doses; 30 days apart)**  
*\*\*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*
- Proof of: **Tetanus/Diphtheria/Pertussis (Tdap) Vaccine**  
Td or DT booster are NOT ACCEPTED  
Tdap titer results are NOT ACCEPTED  
*\*\*Must be within 10 years of clinical rotation dates*
- Proof of: **Influenza (Flu) Vaccine** *\*\*Must be within the current Flu Season (Fall - 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 30<sup>th</sup>) you will need to receive the next flu season vaccination released in August/September. As a result, clinical dates will be postponed.*
- Proof of: **COVID-19 Vaccine** **\*\*REQUIRED BY CLINICAL FACILITY\*\***  
**Pfizer:** (2 doses; 21 days apart)  
**Moderna:** (2 doses; 28 days apart)  
**J&J:** (1 dose)

**ALL IMMUNIZATION RECORDS ARE REQUIRED TO BE SCANNED IN PDF FORMAT**

Download the [CamScanner](#) app to take pictures of your records and convert to PDF format.

## MATERIALS & SUPPLIES

- Online Textbook with Pearson MyLab** (*Assignment Access*):  
**Emergency Care 14<sup>th</sup> Edition**  
MyLab BRADY with Pearson eText -- Instant Access -- for Emergency Care  
ISBN-13: 9780135379080
- 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 -- ei. 5.11, Rothco, LA Police Gear, Dickies*)
- Solid Black Boots, Athletic 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 \$1,385.00**

A minimum deposit of **\$625.00** is required to register and reserve your seat. Enrollment is on a first-come first-serve basis by payment, but applicant must meet the minimum qualifications to properly enroll. 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 or some Class A or B Misdemeanors
- ❖ **Can pass a urine drug screen** - No illegal/unprescribed drug use
- ❖ **Required immunization/vaccination documentation** - can be in process of receiving

After paying the \$625.00 deposit, the remaining balance of \$760.00 can be arranged into a payment plan consisting of two payments of \$380.00. The first payment of \$380.00 is due on the course start date. The second payment of \$380.00 is due within 21 days/3 weeks after the course start date.

#### **If your tuition is not paid in full upon registration:**

- Pay the remainder of your tuition balance (\$760.00) on or before the course start date.

*(Invoice paid online with Debit/Credit)*

**\*NO REFUNDS**

- Fill out the **Payment Plan Form** along with **Bank Transfer Authorization Form** sent to you through **PandaDoc** to keep your seat reserved in the class. Attach/submit a voided check to the Admin Office to confirm your bank account and routing number. Two invoices will also be sent to you via email to submit payment online.

**\*NO REFUNDS**