



EMT-B ONLINE: STUDENT REGISTRATION CHECKLIST

GENERAL APPLICATION PAPERWORK

- Student Application**
- Submitted through **DocuSign**. You will receive an email from DocuSign after you register.
- Review and Sign Elite EMT Academy's Student Policies & Procedures Handbook**
- Submitted through **DocuSign**. You will receive an email from DocuSign after you register.
- Getting to Know You Form**
- Submitted through **DocuSign**. You will receive an email from DocuSign after you register.
- Student Skills Session Scheduling Agreement Form**
- Submitted through **DocuSign**. You will receive an email from DocuSign after you register.

REQUIRED DOCUMENTS

The following documents are required to be submitted to the Elite EMT Academy office:

- Valid Driver's License or State Identification Card
- General Education Diploma (GED) / High School Equivalency Certification
OR
High School Diploma/Transcript (containing graduation date)
OR
College Transcript (Official Transcript from Registrar's Office)
- CPR Card – American Heart Association BLS Provider
- Immunization/Vaccination Records (listed on Page 3)

EMAIL RECORDS TO: registration@eliteemtacademy.com

Records sent electronically by email are required to be in PDF format.
JPEG, GIF, PNG picture files **WILL NOT** be accepted. Records that are not legible **WILL NOT** be accepted.
You also have the option to bring original paperwork with you to class to be scanned & returned.

CRIMINAL BACKGROUND SCREEN



GroupOne Services Criminal 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 has been completed and cleared.

DRUG SCREEN



SurScan Drug Screening

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

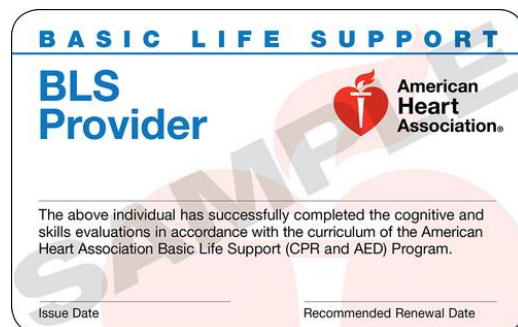
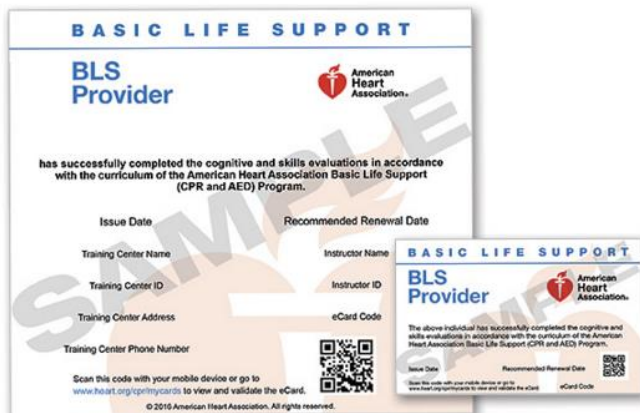
****REGISTRATION ONLY -- NOT FOR TESTING IN ADVANCE.**

Drug tests are administered at the SurScan facility on a random basis. During the course you will receive an email to report to the SurScan facility within 24 hours to complete your drug screen. Failure to report within the 24-hour time frame will result in dismissal from the program.

CPR REQUIREMENTS

American Heart Association – BLS Provider

****HEARTSAVER NOT ACCEPTED**



NO OTHER CARDS WILL BE ACCEPTED IF NOT AS PICTURED ABOVE

IMMUNIZATION & VACCINATION REQUIREMENTS

- Proof of: **Negative Tuberculin/TB Skin Test (PPD) 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 required) ****Minimum of 1 month between doses.**
OR
Positive Varicella Titer (Immunity Blood Test from Lab)
***Equivocal or Negative results are NOT ACCEPTED*
- Proof of Either: **MMR Vaccine** (2 Doses Required) ****Minimum of 1 month between doses.**
OR
Positive Measles, Mumps and Rubella (MMR) Titer (Immunity Blood Test from Lab)
***All three components are required to be POSITIVE*
***Equivocal or Negative results are NOT ACCEPTED*
- Proof of Either: **Hepatitis B Vaccine** (2 Doses Required) ****Minimum of 1 month between doses.**
***Must be within 15 years of clinical rotation dates*
OR
Positive Hepatitis B Titer (Immunity Blood Test from Lab)
***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 vaccination. If you are enrolled in our summer EMT-B program and did not receive the previous flu season vaccine, which are discarded on June 21st, you will need to wait and get the next flu season vaccination released in August/September.

**ALL IMMUNIZATION RECORDS ARE REQUIRED TO BE SCANNED IN PDF FORMAT
OR THE ORIGINAL HARD COPY MUST BE SUBMITTED TO THE OFFICE.**

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

MATERIALS & SUPPLIES

- Textbook with Online Access Card:

Emergency Care PLUS

MyBRADYLab with Pearson eText - Access Card Package 13th Edition

ISBN: 9780134190754

- Wristwatch (*Second Hand or Timer to Count Seconds*)
- Stethoscope
- Pen Light
- Trauma Shears

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*)
- Solid Black Boots, Athletic or Uniform Shoes
(*Footwear must be solid black with black soles of leather-like material*)
– *No white or colored logos on athletic shoes*
- Black, White or Gray T-Shirt (*undershirt*)
- Solid Black Belt

TUITION & PAYMENT PLAN

****TUITION FOR THE EMT-B ONLINE PROGRAM IS \$1,125.00**

A minimum deposit of **\$525.00** is required to register and reserve your enrollment in the course. 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**
- ❖ **GED Certificate or High School Diploma** - minimum education requirement
- ❖ **CPR certified** - American Heart Association BLS Provider (*completed before scheduling skills*)
- ❖ **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 \$525.00 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 of course enrollment invoice date and the **SECOND** payment of \$300.00 is due within three (3) months date from course enrollment invoice date.

If your tuition is not paid in full upon registration:

- Pay the remainder of your tuition balance (\$600.00) before starting the online course.

***NO REFUNDS**

- Two separate invoices will be sent to you by email to submit your payment online. The tuition balance will be separated into 2 payments of \$300.00. The **FIRST PAYMENT of \$300.00** is required to be paid within **one (1) month of the course enrollment invoice date** and then the **SECOND PAYMENT of \$300.00** is to be paid **three (3) months from the course enrollment invoice date**.

***NO REFUNDS**