



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

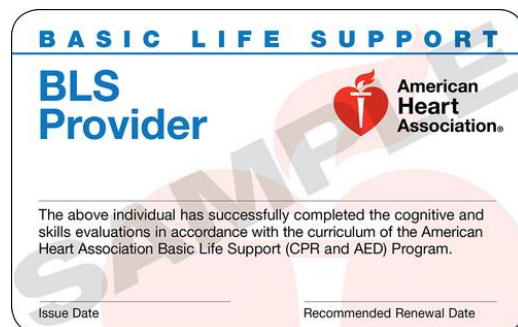
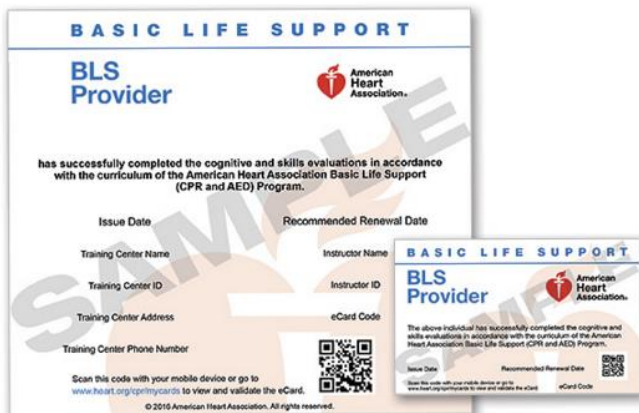
****REGISTRATION ONLY -- NOT FOR TESTING IN ADVANCE.**

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)*

**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 \$925.00**

A minimum deposit of **\$325.00** 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 \$325.00 deposit, the remaining balance of \$600.00 can be arranged into a payment plan consisting of two payments of \$300.00. The full tuition balance of \$925.00 is due prior to scheduling your skills sessions or within four (4) months of course enrollment – whichever date comes first.

If your tuition is not paid in full upon registration:

- Pay the remainder of your tuition balance (\$600.00) before starting the course.
***NO REFUNDS**

- An invoice will also be sent to you via email to submit payment online which can be separated into 2 payments of \$300.00. Remainder of the tuition balance is required to be paid in full to be eligible to schedule skills session dates.
***NO REFUNDS**