



## 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 Information Form**  
- Submitted through **DocuSign**. You will receive an email from DocuSign after you register.
- Photography Consent Form Release**  
- Submitted through **DocuSign**. You will receive an email from DocuSign after you register.
- Student Clinical Rotation Eligibility Acknowledgement 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 Records (listed on Page 3)

**EMAIL RECORDS TO: [registration@eliteemtacademy.com](mailto: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 CRIMINAL SCREENING](#) (\$49) fee paid to GroupOne Services

***\*\*To be completed before the first day of class.  
You MAY NOT attend the course until your background has been completed and cleared.***

## DRUG SCREEN



### SurScan Drug Screening

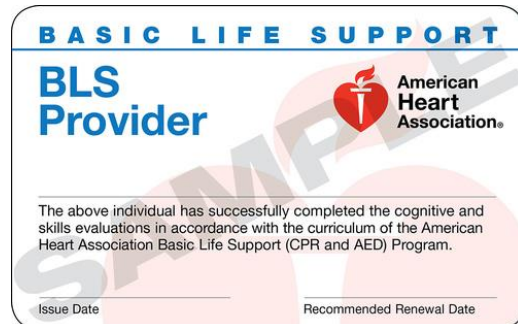
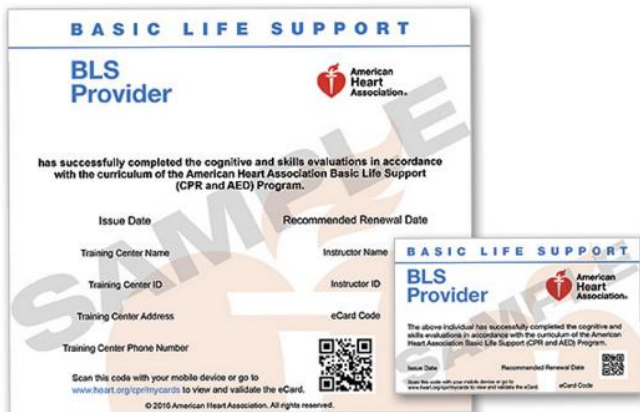
<https://surpath.com/registration/preregistration> (CLIENT CODE: **ELITE**) (\$32.50) fee paid to SurScan

***\*\*Registration ONLY, NOT FOR TESTING IN ADVANCE.  
Drug tests are administered in class at Elite EMT Academy on a random basis.***

## CPR REQUIREMENTS

### American Heart Association – BLS Provider

***\*\*HEARTSAVER NOT ACCEPTED***



***NO OTHER CARDS WILL BE ACCEPTED IF NOT AS PICTURED ABOVE***

## IMMUNIZATION 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** (1 Dose, if administered prior to the age of 13)  
(2 Doses required, if the 1<sup>st</sup> Dose is administered after the age of 13)  
**\*\*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 on your phone to take pictures of your records and convert to PDF format.

## COURSE SUPPLIES

- Textbook with Online Access Card:

**Emergency Care PLUS**

MyBRADYLab with Pearson eText - Access Card Package 13<sup>th</sup> Edition

ISBN: 9780134190754

- Wrist Watch (*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*  
• Please email your shirt size to [registration@eliteemtacademy.com](mailto:registration@eliteemtacademy.com)
- One pair of EMS Uniform Pants (*dark navy or black*)
- One pair of Solid Black Boots, Athletic or Uniform Shoes  
(*Footwear must be solid black with black soles – No white or colored logos on athletic shoes*)
- Black, White or Gray T-Shirt (*undershirt*)
- Solid Black Belt

## TUITION & PAYMENT PLANS

### **\*\*TUITION FOR THE EMT-B PROGRAM IS \$1400.00**

A deposit of \$1000 is required to register and reserve your seat.

Payment plans are available for an extra \$50 fee.

After paying the \$1000 deposit, the payment plan consists of two payments of \$225, which includes the \$50 fee and is not to be paid separately or with the deposit.

Total tuition price for the payment plan option is \$1450.

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

- Pay the remainder of your tuition balance (\$400) on or before the course start date.  
*(Cash, Check or Debit/Credit)*    **\*\*No extra fee will be added to your tuition.**  
**NO REFUNDS**
  
- Fill out the Payment Plan Form along with Bank Transfer Authorization Form on DocuSign.  
**\*\*\$50 fee for selecting the payment plan option will be added to your tuition balance.**  
**NO REFUNDS**

## QUESTIONS FOR ELITE EMT ACADEMY

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_