



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 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

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

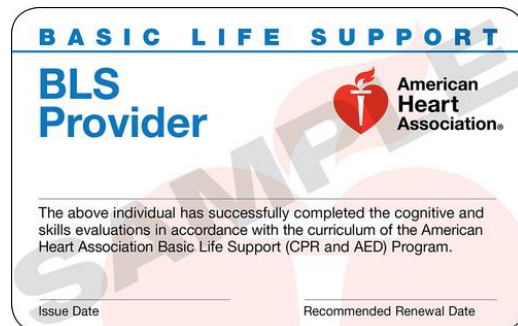
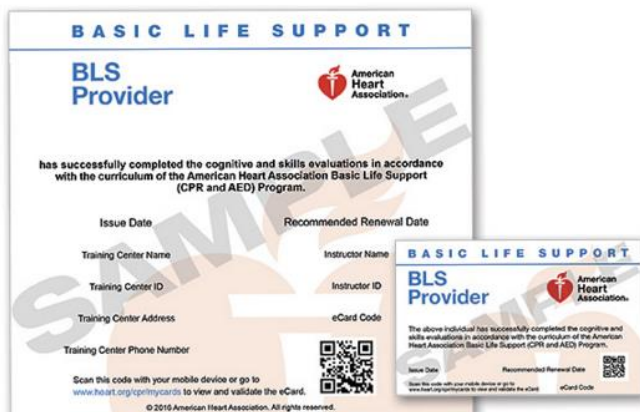
<https://surpath.com/registration/preregistration> (CLIENT CODE: **ELITE**) (\$34) fee paid to SurScan

*****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** (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 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 13th Edition

ISBN: 9780134190754

- Wristwatch (*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*
- 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 \$1,585.00**

A minimum deposit of **\$825.00** 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 last class session*)
- ❖ **GED Certificate or High School Diploma** - minimum education completion
- ❖ **CPR certified** - American Heart Association BLS Provider card
- ❖ **Clear criminal background**
- ❖ **Can pass a urine drug screen** - No illegal/unprescribed drug use
- ❖ **Required immunization/vaccination documentation** - or in the process of receiving

After paying the \$825.00 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 class start date. The second payment of \$380.00 is due within 21 days/3 weeks after the course state 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.
(Cash, Check or Debit/Credit)
***NO REFUNDS**

- Fill out the **Payment Plan Form** along with **Bank Transfer Authorization Form** sent to you on DocuSign. Attach/submit a voided check to the Admin Office to confirm your bank account and routing number. An invoice will also be sent to you via email to submit payment online.
***NO REFUNDS**

QUESTIONS FOR ELITE EMT ACADEMY

- _____
- _____
- _____
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