

EMT-PARAMEDIC APPLICATION and APPLICATION PROCESS



1. Submit a completed **Mesa State College application**, including application fee, through the Admissions Office or reactivate application file if you have missed one semester at Mesa State College, declaring either the Certificate Program or Associate of Applied Science Degree in EMT-Paramedic as area of emphasis.
2. Submit copy(ies) of all transcripts from other colleges/universities to the **Mesa State College Office of the Registrar**, **(contact previously-attended schools and have them send transcripts directly to the MSC Registrar. Then request a transcript evaluation. The Office of the Registrar will make the decision on which courses taken at a previous college will transfer to Mesa State College.)** Transcript evaluation by Registrar is required for all courses taken at other colleges. Applicants must have at least a 2.0 ("C") on a 4.0 scale for all courses required for completion of the Certificate Program or Associate of Applied Science Degree. This policy applies regardless of when the course was taken.
3. Successfully complete (or be about to complete) general education requirements if applicable, and prerequisites (must complete all general education and prerequisite courses with a "C" or better before the beginning of the term. If currently enrolled in a prerequisite, include an instructor-signed "**request for grade**" form (*available on website or in Health Sciences Department*) verifying the grade you are expected to receive.
4. Submit a separate **EMT-Paramedic Application** prior to **March 1** for priority consideration for fall entrance. Application is at the end of this form. Please be aware that students are admitted contingent upon their passing the criminal background investigation through American DataBank (applicants will do the background check after admitted to program).
5. Submit proof of current EMT-Basic or EMT-Intermediate certification.
6. Submit proof of current CPR for the Professional Rescuer certification.
7. Set advising appointment with Danny Barela, EMS Program academic advisor to fill out "Program Sheet". Phone number (970) 248-1784 or dbarela@mesastate.edu.
8. Applicants must take the "**TEAS Test**" (Test of Essential Academic Skills). The required test measures applicant's basic skills in reading, math, science and English. The cost to the applicant is \$30.00. Payment for the TEAS test must be made in advance at the Accounting/Business Office at Mesa State College in Lowell Heiny Hall. They will accept cash, checks, Visa, MasterCard, and Discover cards. You must take a copy of your receipt with you to your TEAS test session and give it to the proctor. **A study guide for the TEAS test is available for purchase at www.atitesting.com.**

TEAS tests will be scheduled approximately one month before the application deadline. Once scheduled, there will be a link on the EMT-Paramedic website application page (on the Mesa State College website – www.mesastate.edu/healthsciences/emt.html) that you will use to schedule your TEAS test.

Out-Of-Town Applicants: If you are an out-of-town applicant who cannot make the posted testing sessions, please contact ATI Testing at 800-667-7531 and ask about TEAS test proctoring in your area - and be sure to tell ATI that you need to take the TEAS Test for the Mesa State College (in Grand Junction, Colorado) for the **Paramedic-"Allied Health"** program.
9. Selected applicants will be contacted to schedule a pre-admission interview. This interview will further screen applicants for the paramedic program.



MESA STATE COLLEGE
Department of Health Sciences
EMT-Paramedic Application Packet Check List

Complete and submit the following as part of application process:

- _____ 1. Apply to Mesa State College and request that transcripts from colleges attended outside of Mesa State be sent directly from former college(s) to the Mesa State College Office of the Registrar and request a transcript evaluation from the MSC Registrar.
- _____ 2. Schedule advising appointment with EMS Program Director
- _____ 3. Schedule TEAS test
- _____ 4. Submit EMT-Paramedic application
- _____ 5. Submit typed essay
- _____ 6. Submit letter of recommendation from Medical Director or EMS Physician
- _____ 7. Submit three additional letters of reference
- _____ 8. Submit "Request for Grade" form if currently enrolled in any general education or prerequisite course.
- _____ 9. Submit copy of current EMT-Basic or EMT-Intermediate certification
- _____ 10. Submit a copy of appropriate CPR certification card (CPR/AED for Professional Caregiver (ARC) or CPR for the Healthcare Provider (AHA)).

All items must be completed prior to March 1 for consideration for fall entrance

Selection process will include a panel interview

It is the student's responsibility to make sure these items are in files by the deadline!

AFTER ADMISSION TO EMT-PARAMEDIC PROGRAM

1. Background checks are a requirement for the EMT-Paramedic program. To complete your background check, go to the American DataBank website <http://www.mesacx.com> and follow instructions. Students must complete the application on-line including payment of associated fees, directly to American DataBank (approximate cost (\$60.00). **This is the only background check that will be accepted for the EMT-Paramedic program.** There is a disclosure and written consent statement on the website; the student is instructed to **sign and fax one copy to American DataBank, and fax one copy to Kelly Losher at (970) 248-1133.** Students should also keep a copy for their file.
2. **American DataBank Immunization Management System:** students admitted to the EMT-Paramedic program are required to have a physical examination along with proof of several immunizations; Hepatitis B, TB (TST), Tetanus, MMR, and Varicella. Students will be required to enroll in this management system and submit proof of physical exam, immunizations, CPR, and liability insurance to American DataBank who will keep these records for Mesa State College. The cost for the student is \$25.
3. **Proof of professional liability insurance** is required prior to being allowed entrance into a clinical facility. If you wish you may apply for insurance through the National Professional Group as a student. The website is <http://www.hpsso.com>. Should you choose to go through a different company, the policy must be comprehensive general liability insurance covering bodily injury and property damage liability with minimum coverage limits of \$1,000,000 per occurrence/\$2,000,000 general total limit, and medical professional liability insurance with minimum coverage limits of \$1,000,000 per claim/\$3,000,000 annual aggregate. ***Proof of insurance must be submitted to the American DataBank Management System.***
4. **Proof of personal health insurance.** If you do not have personal health insurance, student health insurance (major medical) is available each semester for Mesa State College students. Students must complete an enrollment form and submit it with payment to the Business Office. Additional coverage is available for spouse and children. Rates are established by the insurance provider and vary based on coverage selected. Inquire at the Mesa State College Business Office in Lowell Heiny Hall. ***Proof of insurance must be submitted to the American DataBank Management System.***
5. **Activate your MSC email** account by going to the Tomlinson Library computer room (if not already activated). **All Health Sciences students are required to activate - and regularly check Mesa State e-mail.**
6. If interested in participating in the *AmeriCorps UCAN Scholarship Program*, you must attend orientation at a time and location to be announced. Failure to attend an orientation program will eliminate you from consideration for the program for this semester. For information on the AmeriCorps UCAN Scholarship Program, visit the website www.americorps.gov.
7. Unemployed students may call the [Mesa County Workforce Center](http://www.mesa-county-workforce.com) at 248-0871 at least one month before classes begin regarding possible scholarship dollars. You must contact Workforce at least one month before classes begin.
8. Purchase name tags; you must have a name tag to do clinicals at area hospitals. See Kelly Losher, Administrative Assistant for the EMT-Paramedic program. You must fill out a form, pay **cash** for your name tag (\$5.00 for a pin tag, \$7.00 for a magnet tag), and it will be ordered for you and given to you on the first day of class. **Again, you must pay in cash.**
9. Submit completed "Student Data Sheet" (provided by Health Sciences Department).

All items must be completed PRIOR to the first day of class.
It is the student's responsibility to see that these items are in files by the deadline!



MESA STATE COLLEGE
Department of Health Sciences
EMT-Paramedic After-Admission Check List

Complete and submit proof of the following items BEFORE the first day of class:

- _____ 1. Do background check and submit "Disclosure and Release form" to American DataBank and EMS Administrative Assistant. *(If you have already done a background check through your place of work, it will not apply unless it was done through American DataBank.)*
- _____ 2. Enroll in American DataBank Management System.
- _____ 3. Activate Mesa State College e-mail account
- _____ 4. Unemployed students call Mesa County Workforce Center regarding scholarships at **least one month before classes begin**.
- _____ 5. Submit name tag form and payment to administrative assistant.
- _____ 6. Submit completed "Student Data Sheet".

All items must be completed and submitted BEFORE the first day of class.

It is the student's responsibility to make sure these items are in files by the deadline!

APPLICATION EMT-Paramedic

Select Option:

Certificate Program

Associate of Applied Science Degree

Name _____

Address _____

City _____ State _____ Zip _____

Date of Birth _____ MSC Student ID _____

Email _____

Phone (Day) _____ (Evening) _____

Employer _____

Certifications Required	Date Issued	Date Expired	Education Center/Group
EMT-Basic or Intermediate			
CPR – Healthcare			
EMT-IV			
EMT-EKG			

List any additional EMS medical training _____

Are you currently active in emergency medical services? Yes No

If yes:

Name of Service _____

Name of EMS Supervisor _____

Supervisor phone number _____

Have you applied for EMT-Paramedic school before? If so, where and when: _____

EMS or Public Safety Work Experience:

Dates Employed		Name and location where employed (Include volunteer experience)	Duties (briefly)
From	To		

Along with application, please submit:

1. A **typed** essay of **700 (minimum) to 1500 (maximum) words** of your choice on one of the following topics: (*essay will be judged on content as well as language skills*)
 - ◆ The role of the citizen in the EMS system
 - ◆ The value of community education and injury prevention programs
 - ◆ The history of EMS over the past three decades
 - ◆ What will EMS look like in the future and why
2. A letter of recommendation from your Medical Director or EMS Physician
3. **Three** additional letters of recommendation from individuals not related to you and who have known you for two or more years.
4. Proof of current EMT-Basic or EMT-Intermediate certification
5. Proof of current CPR/AED for Professional Caregiver (ARC) or CPR for the Healthcare Provider (AHA).

All applications will be scored and ranked. Applicants passed through the first screening will be contacted to sit before a panel interview for placement.

I certify that all the information stated on this application form is accurate and complete. Concealment of facts or false statements may result in dismissal.

Applicant Signature

Date

Return complete application by March 1 for priority consideration to:

(Prefer application is submitted in person at Department of Health Sciences in Saunders Fieldhouse. If unable to do so please mail)

Kelly Losher
Department of Health Sciences
Mesa State College
1100 North Avenue
Grand Junction, CO 81501
Phone (970) 248-1721

(see next page)

To have transcripts sent to Health Sciences Department

Take/mail/fax "Transcript Request" form below to the Office of the Registrar, Mesa State College, 1100 North Avenue, Grand Junction, CO 81501 (fax 970-248-1131) and they will forward copies of your transcripts to the Health Sciences Department.



(Tear off this portion and fax/deliver/mail to Mesa State College Office of the Registrar)

Transcript Request Form

Registrar: Please send copies of the following to **Kelly Losher in Saunders Fieldhouse:** (1) all transcripts from other colleges, if applicable; (2) transcript evaluation prepared by the Office of the Registrar, if applicable; (3) current Mesa State College transcript, if applicable. Also please complete the gray area below.

Name (please print)

MSC ID #

Signature

FOR REGISTRAR'S USE ONLY:

Has applicant been accepted at MSC? Yes No In what program? Baccalaureate Associate
Certificate

Attached: Other colleges attended transcripts: Transcript evaluation:
Current Mesa State College transcript:

EMT-Paramedic