

Emergency Medical Technician (EMT)

EMS 110 Registration Requirements

The following are Registration Permit prerequisites for the Emergency Medical Technician Certificate Program. These prerequisites must be satisfied before you are eligible to submit the Registration Permit.

1. Submit College Application and Fee

This application and fee can be submitted online or in person.

2. Submit Official* High School Transcript or State-Level High School Equivalency Certificate Transcript

- The final high school transcript must have the graduation date posted; the High School Equivalency transcript must show passing scores.
- This document will be used to determine if you have satisfied the minimum age requirement.
 - Students planning to register for the Fall course must be at least 18 years of age by August 31. (No exceptions)
 - Students planning to register for the Spring course must be at least 18 years of age by January 31. (No exceptions)
- Applicants who have completed high school in another country will need to submit a document-to-document evaluation of their high school transcript, completed by Educational Credential Evaluators, INC (ECE) www.ece.org or World Education Services (WES) www.wes.org stating **U.S. Equivalence: High school diploma.**

*Official documents are records sent directly from the institution to Harper College. If you were enrolled under a different name, please ask the school or agency to include your current name on the document. Faxes are not acceptable.

3. Grade Point Average Requirement

- Current or previously enrolled Harper students must have a minimum 2.0 grade point average.
- Applicants who do not have a 2.0 grade point average will need to meet with a Student Development counselor.

Once you have completed steps 1-3 above, you are ready to submit the EMT Registration Permit.

- Submit the completed form to the Health Careers Division Office, Avanté Center, Room X250. Your Harper College Application must already be on file.

Important Admission Notes

- You must satisfy all prerequisites before submitting the Registration Permit. Once your Permit has been processed, you will be notified **by email** (at the email address you provided on the form) that you can register for the class according to the registration schedule in place for the current term. **Your Permit will be returned to you if any prerequisite is outstanding**, and you will need to resubmit the form once you have completed all prerequisites.
- Due to the fact that the **mandatory** EMT orientation is held one week prior to the start of class, there will be no additional registrations permitted as of that date.
- Students who are accepted into the EMT program will be required to provide evidence of health insurance coverage and have a physical exam and several health screening tests prior to admission to clinical areas. In addition, enrolled students will be required to undergo a criminal background check. Students will receive information regarding these requirements at the mandatory orientation.
- The Permit is term-specific; if your plans should change, and you are not enrolling in EMS 110 for the term identified on the form, you will need to submit a new permit in order to be allowed to register for a future term.
- The EMT program is not covered by financial aid because it is fewer than 16 credit hours.
- You are encouraged to attend a program information meeting. Check the Harper web site at www.harpercollege.edu for the “in-person” meeting schedule, and reserve your seat online. (Attendance is optional.)

HARPER COLLEGE RESOURCES

Office	Location	Phone Number
Admissions Processing for Limited Enrollment Programs	Avanté Center, Room X250	847.925.6533
Admissions Outreach	Bldg C, Room C102	847.925.6156
Academic Advising and Counseling Services	New Students: Bldg C, Room C104	847.925.6208
	Previous or currently enrolled Harper students: Bldg I, Room I117	847.925.6393
Access and Disability Services	Bldg I, Room I103	847.925.6266
Assessment and Testing	Student Center, Room A148	847.925.6541
Harper Bookstore	Bldg L, Room L260	847.925.6275
Business Office	Bldg A, Room A214	847.925.6880
One Stop Center	Bldg A, Room A250	847.925.6710

Harper College is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation. Link to full official statement: <http://www.harpercollege.edu/catalog/about/comply.htm>.