

2016 Paramedic Program

Admission Requirements

Important Dates

Fall 2016 Paramedic Program Application Dates . . . February 1, 2016–June 10, 2016*

Program Start.September, 2016

*June 10, 2016 is the application deadline, and all required documents must be submitted by June 15, 2016.
(Check the program web site for information on the application status.)

Attend an Information Meeting (Optional)

- Check the Harper web site at www.harpercollege.edu for meeting schedule information.

Submit College Application and Fee

- If you haven't already applied to the College, you will need to do so before completing the following steps:

STEP I

Schedule the EMT Validation Exam

- Applicants must demonstrate minimally acceptable EMT knowledge to be accepted into the paramedic class. Contact Dara Sordo at dsordo@nch.org after February 1, 2016, to obtain the pre-test blueprint via email along with the pre-test registration instructions. Questions about the pre-test can be answered at 847.618.4482.

*To be eligible to take the pretest, an applicant must have proof of current **State of Illinois** Department of Public Health EMT-B or EMT-I licensure.

- A score of **80%** or higher is considered passing. Applicants have one opportunity to retake the exam if they score less than **80%** on the first attempt. Applicants who take the pretest more than one time should note that first attempt scores may be weighed in the ranking for class acceptance and the process for securing the required field internship sponsorship.
- Applicants who receive a score of **80%** or higher on the pretest will receive from the EMS Office at Northwest Community Hospital:
 - The Paramedic **Supplemental Information Form**, which will need to be completed and submitted to the NWC EMS Office.
 - The Paramedic Program **Application**, which needs to be completed and submitted to the Health Careers Division Office, Avanté Center, Room X250.

STEP II

Submit Paramedic Program Application and Supporting Documentation

(Submit all required documents to the Health Careers Division Office, Avanté Center, Room X250.)

- **Paramedic Program application**
 - Both sides of the application must be completed.

- **Proof of meeting the minimum age requirement**
 - Applicants must be at least 18 years of age.
 - Acceptable proof includes a driver's license, passport or state ID.
- **Official* High School Transcript OR GED Results**
 - The final high school transcript must have the graduation date posted; the GED report must show passing scores.
 - *Official transcripts are those sent directly from the institution to Harper College.
 - 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* College Transcripts**
 - You will need to submit transcripts from other colleges attended.
 - *Official transcripts are those sent directly from the institution to Harper College.
- **Proof of current driver's license**
 - Current as of the program application deadline and from the state in which the student will be doing the field internship. The license must remain current and active until the student completes the program.
- **Proof of current EMT licensure**
 - State of Illinois Department of Public Health current EMT-B or EMT-I license.
- **Current American Heart Association CPR for Health Care Providers Card**
 - Certification must show that the student has successfully completed CPR training in compliance with AHA 2010 guidelines and that the card is still valid.
 - Only the **American Heart Association CPR for Health Care Providers** Certification will satisfy this admission requirement. (There are several other types of CPR training; applicants should verify the certification before enrolling in a CPR class for purposes of satisfying this admission requirement.)
- **Release of Academic Information form**
 - On this authorization form you will need to identify the hospital EMS Coordinator, the Provider EMS Coordinator, Training Officer, or Chief (by name and title) to whom confidential academic information may be released. (This authorization form is available in the Health Careers Division Office, Avanté Center, Room X250. To request a copy via email; please call 847.925.6533.)
- **English/Reading Placement** – can be satisfied by one of the following options:
 - ACT English score of 19 or higher **and** ACT Reading score of 20 or higher; **or**
 - Harper College Writing/Reading Assessment Test results that demonstrate placement into ENG 101 without a reading co-requisite; **or**
 - Completion of ENG 100 (or higher level English course) at Harper with a grade of “C” or better; **or**
 - Successful completion of a college level English composition course (at another appropriately accredited college) equivalent to ENG 101 at Harper.
- **Math Placement** – can be satisfied by one of the following options:
 - Completion of at least two semesters of high school algebra, each with a grade of “C” or better; **or**
 - ACT Math score of 20 or higher; **or**
 - Completion of MTH 060 or higher level math course at Harper College with a grade of “C” or better; **or**
 - Harper College Math Assessment Test results that demonstrate placement into MTH 080 or higher level math course; **or**
 - Completion of an elementary algebra math course equivalent to MTH 060 or higher level math course at Harper College with a grade of “C” or better.
- **Academic Standing**
 - Current or previously enrolled Harper students must have a minimum 2.0 grade point average (GPA).
 - Applicants who do not have a 2.0 GPA will need to meet with a Student Development counselor.

STEP III

Admission Selection Decisions

- Once you have submitted all required documentation and satisfied all admission requirements, your name will be forwarded to the Northwest Community Hospital EMS Office.
- Applicants who have satisfied the above requirements and who are employed by or have an employer-initiated sponsorship and are assigned to vehicles in the NWC EMSS with verified preceptor availability for the field internship will have priority in the selection process. A decision letter will be mailed to the applicant at the address on record with the College.
- Applicants needing agency and preceptor assignments shall indicate a need to be matched with a provider agency on their paramedic Supplemental Information Form. **All matching of applicants who are not employed in the NWC EMSS shall be done only through the EMS Program Director. Prospective students are NOT to call EMS agencies seeking a sponsorship.**
- Matching of unaffiliated applicants with a provider agency will be attempted—for those whose Harper paramedic files are complete by June 15, 2016—in EMT Validation Exam score order starting with the highest first attempt scores, and subject to pooled preceptor availability. If a tiebreaker is necessary, file completion dates will be used to determine order of acceptance.
- Passing the validation exam, submitting the application, and satisfying all admission requirements will result in an admission decision, but completing these steps will not guarantee acceptance to the program. All program admissions are dependent on the availability of a field internship sponsor and seat availability in the class.

Important Admission Notes

- Applicants who are matched with a provider agency are conditionally accepted and subject to final confirmation by the appropriate representative from that provider agency.
- Applicants will be considered paramedic candidates after all required documents have been submitted and after all admission requirements have been satisfied.
- Applicants to this limited enrollment program are obligated to meet current admission requirements and follow the program curriculum as defined at the time of acceptance into the program and as modified by changes in national standards while the program is in process.
- It is the applicant's responsibility to insure that all requirements are met and all documentation is on file.
- Applicants not accepted into the program who wish to be considered for the following year must reapply.
- Applicants who are accepted into the Paramedic Program will be required to provide evidence of health insurance coverage and have a physical exam and complete health clearance requirements prior to admission to clinical areas. In addition, acceptance to the Paramedic Program is contingent upon the results of the criminal background check and drug screen that is required of all admitted students. Information regarding these requirements will be provided following program acceptance.

RESOURCES FOR PARAMEDIC PROGRAM APPLICANTS

For questions regarding:	Contact:	Phone number and/or email address:
Application process, requirements and deadlines	Health Careers Division Office (Karen Johnstone / Yvonne Thomson)	847.925.6533 le@harpercollege.edu
Course work, schedule, validation exam	NCH EMS Office (Dara Sordo)	dsordo@nch.org
Course planning, academic advising, possible academic standing waiver	Academic Advising and Counseling (Jennifer Rojek)	847.925.6220 jrojek@harpercollege.edu
Assessment testing for English / math placements	Assessment and Testing Center	847.925.6541
Tuition, billing, 3 rd party payment, deferred payment program	Business Office (Norma Capuana-Czarnecki)	847.925.6497 ncapuana@harpercollege.edu
Health Requirements (after admission)	Jennifer Dyer (NCH EMS office)	847.618.4494 jdyer@nch.org
Address or phone number changes, transcripts, financial aid	Harper OneStop	847.925.6710
Proficiency credit	Health Careers Division Office	847.925.6533

12-2015

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>