

2024 Paramedic Program

Admission Requirements

Important Dates

Fall 2024 Paramedic Program Application Dates
February 13, 2024—June 24, 2024*

Program Start.September 9, 2024

*June 24, 2024 is the application deadline; all required documents must be submitted to Harper College by that date. (Last exam date available is June 18th)

Direct questions to le@harpercollege.edu

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. You can apply online at:
https://harpercollege.force.com/apply/TX_SiteLogin?startURL=%2Fapply%2FTargetX_Portal_PB

STEP I

Schedule and take the EMT Validation Exam

- Applicants must demonstrate minimally acceptable EMT knowledge through written pre-testing in order to be accepted into the paramedic class. **Contact Pamela Ross at 847-618-4482 or email pross@nch.org** beginning January 2, 2024, to obtain the Validation Exam blueprint via email along with the pre-test registration instructions. **Testing is conducted on the 2nd and 3rd Tuesdays of the month at 9 AM by appointment from February 13th - June 18th. Students scheduled for the last testing date of June 18th are not able to retest.** Questions about the exam can be answered at (847) 618-4482.
- A score of **80%** or higher is passing. Applicants have one opportunity to retake the exam if they score less than **80%** on the first attempt to ensure eligibility for acceptance. First attempt scores are weighed in the rank order for class acceptance.

Applicants who receive a score of **80%** or higher on the pretest will receive the following from the EMS Office at Northwest Community Hospital.

Paramedic Program Application and need for Supporting Documents

Submit the following to Pamela Ross at Northwest Community Hospital's EMS Office BEFORE submitting the application for the Paramedic Program to Harper College:

- Proof of meeting minimum age requirement of 18 years (driver's license, passport, or state ID)
- Current driver's license
- Current EMT or AEMT license
- Current American Heart Association CPR for Healthcare Professionals card
- The Paramedic Program **Supplemental Information Form**

STEP II

Complete and submit the Paramedic Program application:

Once you have successfully passed the EMT validation exam with a score of 80% or higher you will receive the link to the Harper College Paramedic Program online application. Complete all fields. Your application will be processed within 5 – 7 business days. Application status will be emailed to you at the email address provided on the application as well as your Harper College email address.

NOTE: please check your spam folder as some emails (gmail, yahoo) may go to spam.

Submit all documents to Harper College by June 24, 2024.

Official High School Transcript OR High School Equivalency Results

MANDATORY (regardless of higher degree)

- Send your official final high school transcripts with the graduation date posted, or, if you are submitting the HSE report, the document must show passing scores. Either document should be sent directly from the institution to Harper College.
- The preferred method to send your official transcript is electronically via Parchment or eScrip-Safe.
- Via US mail

Attn: Admissions Processing A137c
Harper College
1200 W. Algonquin Rd
Palatine, IL 60067-7398

- 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 (ECE) www.ece.org or World Education Services (WES) www.wes.org specifically stating: **U.S. Equivalence: High school diploma.**

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**
- SAT Evidence-based Reading and Writing subscore of 480 or higher **or**
- Harper College Writing/Reading Assessment Test results that demonstrate placement into ENG 101 without a reading co-requisite; **or**
- Successful completion of a college level English composition transfer course equivalent to ENG 101 at Harper.
- Aligned high school ENG course with a grade of C or higher from districts 211, 214, or 220, **or**
- Successful completion of a college level, Harper College ENG Dual Credit course, **or**
- Advanced Placement credit with a score of 3 or higher, **or**
- Cumulative unweighted high school GPA of 3.0 (on a 4-point scale) or 4.0 (on a 5-point scale)
- There is no expiration date on the English Composition course or testing requirement.
- Please visit <https://www.harpercollege.edu/testing/collegereadyatharper.php> for full list of options and course options.

Academic Standing

- Current or previously enrolled Harper students must have a minimum 2.0 grade point average (GPA) for applications to be processed.

STEP III

Admission Selection Decisions

- This is a Limited Enrollment Program. Once all required documents are submitted and all admission requirements are satisfied, your name will be forwarded to the NCH EMS Office.
- Class enrollment is mutually determined by NCH and Harper College representatives shortly after the deadline date for those whose Harper paramedic program files are **complete** by June 24, 2024. Passing the validation exam, submitting the application, and satisfying all admission requirements will result in an admission decision; however, completing these steps will not guarantee acceptance into the program. The number of students selected depends on the availability of field internship and hospital clinical opportunities, classroom space, and required student-instructor ratios.
- Applicants who have satisfied all requirements and are employed by and are assigned to vehicles in the NWC EMSS with verified preceptors will have priority in the selection process.
- Unaffiliated students are selected in EMT Validation Exam score rank order starting with the highest first attempt scores. If a tiebreaker is necessary, file completion date will determine the order of acceptance.
- Applicants needing an agency match and preceptor assignment shall indicate that need on their paramedic Supplemental Information Form.
All applicant-agency matching of those who are not employed in the NWC EMSS **shall be done ONLY through the PM Program** after prospective students are rank ordered for acceptance.
- **Prospective students are NOT to call EMS agencies seeking an affiliation.**
- Class selection is slated to occur during the last week of June 2024.

Important Admission Notes

- A decision email will be sent to the applicant at the email address provided on the application as well as your Harper email address (check spam folder of personal email addresses)
- Applicants who are offered enrollment will be given **one week** to accept their seat in the class. They are considered paramedic student *candidates* only, until all final acceptance requirements have been satisfied. It is the candidate's responsibility to ensure that all requirements are met and all documentation is satisfactory and on file in a timely manner. Failure to accept their seat will negate the acceptance offer and release that seat to the next person on the waiting list.
- Unaffiliated candidates who require a match with an Agency are *conditionally* accepted, subject to a final match proposed by the Paramedic Program and acceptance by an approved Agency administrator (Chief/ EMS CEO). Individual agency members cannot agree to host a student.
- Applicants are required 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, state, and/or Program standards that may occur while classes are in session.
- PM student candidates are required to provide evidence of health insurance coverage and to successfully complete all health clearance requirements which include passing a physical exam attesting to their ability to their physical, psychological, social, and emotional ability to meet the essential job functions of an EMS clinician as listed in the student handbook and to participate in all class activities without impairment or restriction throughout the class. Very limited accommodations are available to paramedic students as they must fully demonstrate

the ability to perform competently in class meeting the essential job functions in the same manner as they would be expected to perform on duty in a hospital and/or at an EMS agency. The functional job description is provided by the NCH Paramedic Program office.

- Students must also meet all immunization requirements by deadlines set by the Program or they will forfeit their seat in the class. In addition, enrollment into the PM Program is contingent upon the results of the criminal background check that meets the requirements in the Illinois EMS Act and Rules, and a clean drug screen that meets Federal and Program requirements. Information regarding these requirements will be provided following Program acceptance.
- Enrolled students will be required to sign a Student Agreement, Academic Release Form, Photo Release Form, Invasive Procedure Release Form, and an Emergency Preparedness Exercise Participant Release Form on the day of Program orientation.
- Applicants not accepted into the program who wish to be considered for the following year must reapply.

RESOURCES FOR PARAMEDIC PROGRAM APPLICANTS

For questions regarding:	Contact:	Phone number and/or email address:
Validation exam, supplemental information form, opening applicant files at NCH	NCH Paramedic Program Admin Assistant Pamela Ross	847.618.4482 pross@nch.org
Course schedule, content, requirements during the program	Paramedic Program Lead Instructor Michael Gentile	847.618.4490 mgentile@nch.org
EMS Education Programs, EMT and Paramedic Certificate and Associate degree requirements	EMS Education Program Director Connie J. Mattera	847.618.4485 cmattera@nch.org
Health Requirements (after admission)	Paramedic Program Lab and Clinical Coordinator Bill Toliopoulos	vtoliopoulos@nch.org 847-618-4486
Paramedic application process, requirements and deadlines	<u>Harper College</u> Health Careers Office, X250 (Cathie Borst/Imazul Garcia)	847.925.6533 le@harpercollege.edu
Academic advising	<u>Harper College</u> Academic Advising and Counseling A364	847.925.6220
Assessment testing for English / math placements	<u>Harper College</u> Assessment and Testing Center A148	847.925.6541 testing@harpercollege.edu
Tuition, billing, 3 rd party payment, deferred payment program	<u>Harper College</u> Business Office (Norma Capuana-Czarnecki)	847.925.6497 ncapuana@harpercollege.edu
Address or phone number changes, transcripts, financial aid	<u>Harper College</u> One Stop Office A250	847.925.6710