Application for Paramedic Program Admission
Fall 2015 - Application Check List

MAY 15, 2015
Application DEADLINE

_____ Proof of having met all required prerequisites (A&P 1 & 2; EMT-1 & BLS CPR)

_____ Admission as a degree-seeking student to Kenai Peninsula College (AAS in Paramedic Technology, Pre-Major status). If adding a major or declaring a major for the first time you will need to apply through UAOnline, pay the $40 application for admission fee, and submit official transcripts (high school and college). If you’re already admitted to KPC, submit a change of major to the AAS in Paramedic Technology program and UAA transcripts can be requested by the coordinator at no cost to the applicant.

_____ Copies of all current EMT and EMS Related Certificates: This must include your current EMT and CPR, but may include any additional certificates you want considered in the selection process (ACLS, PALS, PEPP, BTLS/PHTLS, ICS classes etc.)

_____ 250-500 Word Admissions Essay (See specific requirements on page 3)

_____ Interested Party Report (Alaska State Background Check)

_____ Current Resume with 3 References

_____ Three (3) Letters of Recommendation

_____ Copy of Military DD-214 (long form) if applicable

_____ Signed & Notarized Application
PROGRAM PRE- AND CO-REQUISITES

Include documentation of the following with application

- College Anatomy & Physiology I & II. Must total 8 credits & passed with a grade of at least "C" in each.
- State of Alaska EMT-1 or NREMT-Basic EMT Certification (or higher)
- Evidence of a Current Healthcare Provider CPR Card (AHA or ARC)

Students must have completed at least 1 of the A&P classes, hold a current NREMT-B or AK EMT-1, 2, or 3 certificates, and current BLS card prior to being considered for admission into the program.

While we recommend that all core classes be completed prior to entry into the Full-Major program due to its workload level, other core classes required for program completion may be taken concurrently, but must be completed before you will be permitted to go to the lower 48 for your externship. Failure to complete these core classes will delay ride time and the ability to test for your NREMT-Paramedic. Only classes completed with a C or better may be counted.

General Education core classes:

| Oral Communications Courses - select 3 credits from the following: |
| --- | --- | --- | --- | --- |
| Course No | Course Title | Credits possible | Semester taken | Grade |
| COMM A111 | Fundamentals of Oral Communication | 3 | | |
| COMM A235 | Small Group Communication | 3 | | |
| COMM A237 | Interpersonal Communication | 3 | | |
| COMM A241 | Public Speaking | 3 | | |
| Total credits required: 3 | Total credits taken: |

| Written Communication Courses - select 6 credits from the following: |
| --- | --- | --- | --- | --- |
| Course No | Course Title | Credits possible | Semester taken | Grade |
| ENGL A111 | Methods of Written Comm. (required) | 3 | | |
| ENGL A212 | Technical Writing (recommended) | 3 | | |
| ENGL A211 | Academic Writing About Literature | 3 | | |
| ENGL A213 | Writing in the Academic Disciplines | 3 | | |
| Total credits required: 6 | Total credits taken: |

| Math - select 3 credits from the following: |
| --- | --- | --- | --- | --- |
| Course No | Course Title | Credits possible | Semester taken | Grade |
| MATH A105 | Intermediate Algebra | 3 | | |
| MATH A107 | College Algebra | 4 | | |
| Total credits required: 3 | Total credits taken: |

| Natural Sciences –all 8 credits *At least 1 of these classes must be completed prior to application. |
| --- | --- | --- | --- | --- |
| Course No | Course Title | Credits possible | Semester taken | Grade |
| BIOL A111/L | Anatomy & Physiology I with lab | 4 | | |
| BIOL A112/L | Anatomy & Physiology II with lab | 4 | | |
| Total credits required: 8 | Total credits taken: |
PHASE 1 - APPLICATION SCORING

Only 14 applicants will be selected for the Paramedic Program. Applicants will be rank-ordered based upon their submitted application. The top 25 applicants will progress to “Phase 2”, the oral interview.

- College Grade Point Average => Up to 4 Points
- Life Experience in Emergency Medical Services => Up to 2 Points (1-5 yrs = 1pt; >5 yrs = 2pts)
- National Registry EMT “Intermediate-99” Certification => 2 Points
- National Registry EMT “Intermediate-85” Certification => 1 Point
- Advanced Cardiac Life Support Certification => 1 Point
- Pediatric Advanced Life Support (PALS) or Pediatric Education for Pre-hospital Professionals (PEPP)-ALS => 1 Point
- Military Service (Honorable Discharge and Medical MOS) => 1 Point
- Current AK EMT 2 or out of state equivalent certification => 1 Point
- Current AK EMT 3 or out of state equivalent certification => 2 Points
  (Students currently enrolled in EMT 2 & 3 programs will be awarded these points. However, if these applicants fail to certify, these points will be deducted from their final score and may result in not being accepted into the paramedic program).
- Pre-Hospital Trauma Life Support (PHTLS) or International Trauma Life Support (ITLS or BTLS) => 1 Point
- Nurse’s License at the level of RN or LPN (RN =1 pt; LPN = ½)
- Completion of ICS-100, 200, and 700 => 1 Point

ADMISSION ESSAY

A typed application essay of 250-500 words (Double Spaced, 1” margins, 12 point font, Times New Roman) must be submitted with this application to be considered for admission into the KPC Paramedic Program. The essay should state why the applicant wishes to become a paramedic and why s/he wishes to attend the KPC Paramedic Program.

PAST EDUCATION

Include an Official Copy of all NON-UAA college transcripts. If no college history; include a copy of your high school diploma or GED.

Include photocopies of ALL current EMS or medical related certificates/licenses that you want considered in the application process.

MILITARY

Attach a copy of your DD-214 (long form showing Honorable Discharge), with any medical MOS training certificates that you have completed if applicable.

RESUME

Please attach a current resume with at least 3 personal references included.
THREE LETTERS OF RECOMMENDATION

Please provide a total of three (3) letters of recommendation with this application. Preferably one letter should be from a recent supervising physician or EMS medical coordinator in the community where you have practiced as an EMT. The other two should be from professional references if possible.

INTERESTED PARTIES REPORT - (IPR)

An Interested Parties Report (also known as a local or state background check) is required to be submitted with this application. The IPR can be requested from any state law enforcement agency for a small fee. Any EMT or Paramedic Licensure “barriers” found within the IPR will be grounds for immediate application denial. Students residing outside of the State of Alaska must submit a state background check from their home state.

PHASE 2 - ORAL INTERVIEW

- The Top 25 finalists will be invited to proceed forward to the oral interview phase of the selection process.
- The Oral Interview will be conducted by members of the Selection Committee.
- Phone interviews may be granted due to unusual circumstances.
- The Top 14 combined application & oral interview scores will be accepted into the Paramedic Program.
- All finalists will be notified by phone and mail no later than June 5, 2015.
- Non-selected students will be notified by mail only.
- A list of stand-by applicants will be maintained in case an accepted applicant declines acceptance.
- If an accepted applicant declines to enroll in the KPC Paramedic Program, the standby list will be implemented.

OFFER & ACCEPTANCE DEADLINES

- Applicants have fourteen (14) days to accept or decline an invitation in writing.
- Applicants must contact the Paramedic Coordinator within 7 days of their acceptance.
- Applicants must register for classes within 21 days.
  - Failing to return the “Acceptance Offer” letter may forfeit your acceptance into the program.

MAY 15, 2015
Application DEADLINE
AFTER ACCEPTANCE INTO THE PARAMEDIC PROGRAM

GENERAL HEALTH SCREENING  (AFTER ACCEPTANCE INTO THE PROGRAM)

KPC has a Student Health Clinic that can perform this screening at a reduced cost to the student
- Prior to starting the Paramedic Program, all students need to have signed documentation from their personal
physician affirming they are capable of performing the physical tasks outlined by the DOT 1998 Paramedic
Curriculum.

FBI BACKGROUND CHECK  (AFTER ACCEPTANCE INTO THE PROGRAM)

Background checks and fingerprinting fees are included in the required lab fees.
- Documentation of having had an FBI Background Check (fingerprinted) and being free from any State of Alaska
or National Registry of EMTs Barriers from licensing or certification.

Information and fingerprinting locations will be given to applicant upon acceptance into the program.

URINE DRUG SCREEN  (AFTER ACCEPTANCE INTO THE PROGRAM)

Drug Screens are included in the required lab fees.
- Documentation of having been found free of illegal drugs. Test must be taken and results submitted to the
Paramedic Coordinator after being accepted into the program, and before the first day of class.

Information on drug testing sites will be given to applicant upon acceptance into the program.

IMMUNIZATIONS & TITERS  (AFTER ACCEPTANCE INTO THE PROGRAM)

The KPC Student Health Clinic can perform immunizations and titers at a reduced cost to the student. Prior to any clinical
rotation the applicant must show documentation of having met the following health requirements.
- Immunity to rubella, rubeola, and mumps (demonstrated by titer)
- Immunity to chicken pox, documented by history, titer, or immunization
- Having started the two-shot hepatitis A series; must be completed within six months of first immunization
- Having started the three-shot hepatitis B series; must be completed within six months of first immunization
- Immunization against diphtheria and tetanus within last 10 years
- Freedom from active tuberculosis, demonstrated annually by negative PPD or MD Health Exam
- Documentation of having had an annual HIV test (results are not required to be turned in to KPC, but
documentation must be retained through graduation from the program).

Information and immunization/titer records will be given to applicant upon acceptance into the program.

*** Completed Applications Must Be Received By MAY 15, 2015 ***

Mail or deliver the completed application form on the next page and accompanying documentation to:

Paul E. Perry, Paramedic Program Coordinator
Kenai Peninsula College
156 College Rd., Soldotna, AK 99669
Office: (907) 262-0378

The Kenai Peninsula College does not unlawfully discriminate on the basis of age, race, national origin/ancestry, color,
sex, religion/creed, or handicap/disability. KPC operates in accordance with applicable laws on equal opportunity and
non-discrimination in the consideration for admission.
Full Legal Name: ____________________________________________ Student ID: ______________

Last                  First        Middle Initial

Birth Date: _____ / _____ / _____                                             Social Security Number: _____ / _____ / ______

Mo      Date      Year

EMT Level: ______________   Years of EMT experience: __________  CPR Expiration Date: ________

Mailing Address: __________________________________________________________________________

Physical Address: ___________________________________________________________________________

Home Telephone: ____________________________ Cell Telephone: _________________________________

Emergency Contact: __________________________Emergency Phone: _______________________________

Email Address: ______________________________________________________________________________

Are you a US Citizen _____ Yes _____ No           Are you an Alaska Resident _____ Yes _____ No

ACADEMIC RECORD

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<tr>
<th>Type of School</th>
<th>Name &amp; City of School</th>
<th># Years Completed</th>
<th>Degree Received</th>
<th>Major</th>
<th>Did you Graduate?</th>
<th>GPA</th>
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*The candidate is responsible for transferring all credits from non-UAA colleges to UAA prior to application. Official transcripts must be sent for any credits not completely transferred prior to application.

I hereby certify that to the best of my knowledge the information furnished on this form is true and complete without evasion or misrepresentation. I understand that if found to be otherwise, it is sufficient cause for rejection or dismissal from the Kenai Peninsula College Paramedic Program.

APPLICANT'S SIGNATURE __________________________________ DATE ___________________

Subscribed and sworn to before me this________ day of____________________, 20____.

My Commission expires

(Notary Signature) ________________________________________________ (Notary SEAL)