

STEPS TO REGISTER FOR THE EMS PROGRAM

Before you can enroll in the EMS program, you will need to do certain things and meet certain requirements.

Step 1: Apply to the EMS Program

- First, you will need to complete the [North Carolina Residency Determination](#).
- Next, complete an [online application](#) by going to the link and clicking on **New User** to start a new application. Make sure you indicate that EMS is your program of interest.
- If you are in need of [Financial Aid](#), you can learn all about what is available and complete a FAFSA application on the Wake Tech website.
- Official, unopened transcripts from previous college attendance should be sent to hsadvising@waketech.edu. (Please note: if you are receiving financial aid, then high-school transcripts will also be required.) Your college transcripts will be evaluated for transfer credit, which will be awarded as able for all general education courses. Anatomy and Physiology courses must have been taken within the last 5 years to be eligible for transfer. If you need to have your transcripts physically mailed, then the address to send them to is as follows:

Wake Tech
Attn: Health Science Admissions
2901 Holston Lane
Raleigh, NC 27610

- Once you submit an application to Wake Tech, a Health Sciences Admissions and/or Academic Advisor will begin working with you to get you ready to enroll in the EMS program. These advisors are great resources and will let you know what prerequisites you will need to be eligible to attend orientation. Once you have completed any necessary prerequisites, you will complete a [clinical application](#). *Please note that under the new NC RISE criteria, students will remain as pre-EMS students until they are eligible to register for MAT 143 and ENG 111 without any corequisites.*
 - Students must meet minimum admission requirements before they can begin EMS classes. Applicants should speak with a Health Sciences Admissions and Academic Advisor after their paperwork has been submitted to determine if they have met all admission requirements. You can reach a Health Sciences Admissions and Academic Advisor at hsadvising@waketech.edu.
 - Once all admissions requirements have been met, submit a Clinical Application to an Admissions and Academic Advisor at the Perry Health Sciences Campus to be considered eligible for the EMS program. The clinical application deadlines are May 15 for Fall entry.
- If a prospective student has a criminal history beyond minor traffic violations, they must go through the North Carolina Office of EMS (NCOEMS) predetermination process. In accordance with NCGS § 93B-8.1 (b)(6), individuals with a criminal history may [petition the EMS Disciplinary Committee](#)

to have their status adjudicated prior to enrolling in any EMS program. A completed petition must include:

- A certified criminal history that is not more than 30-days old that includes a nationwide criminal check, sex-offender search report, and is from a reputable reporting company as determined by the NCOEMS; and
 - A certified check or money order in the amount of \$45.00, payable to the Division of Health and Human Services, that is required as a processing fee for predetermination petitions.
 - Sex offenders are prohibited from obtaining an EMS credential in the state of North Carolina.
- At the time of credentialing, individuals will be required to pay a \$38.00 State Bureau of Investigation (SBI)/Federal Bureau of Investigation (FBI) federal fingerprint check fee.
 - Once cleared through the predetermination process, individuals will also need to be cleared by Wake Tech's clinical affiliates. If clinical affiliates will not allow students to attend, then they cannot enroll in the EMS program.

Step 2: Work on EMS Program Prerequisites

There are several requirements that have to be met for students to enroll in EMS programs. Some of those requirements are mandated by the NCOEMS (the state regulatory body for EMS professionals). Other requirements are considered essential by our clinical affiliates.

- A completed clinical application.
- If you are in the apprenticeship program, we will need a copy of your **GOLD** Career Readiness Certificate.
- Copy of a valid driver's license.
 - License cannot be in provisional standing, expired, suspended, or revoked. It must be a valid, full, unencumbered license from the state of North Carolina.
 - A learner's permit or a North Carolina ID card will not be accepted.
 - Pictures of driver's licenses will not be accepted. Driver's licenses should be color copies or digital scans in PDF format.
 - Once received, your driver's license will be sent for clearance by the College's insurer. If you are not cleared to drive the ambulance, you will not be able to enroll in the EMS program. EMT courses cannot be successfully completed without fulfilling of the mandatory driving component.
 - Emergency vehicle driving must be physically completed on an ambulance. Simulation of emergency driving or other means of accommodation cannot be accepted.
- You will need to purchase an account from Castle Branch (a third-party vendor) to be able to turn in your prerequisites, which is \$35.00. [Click here](#) to purchase your account. The cost of the criminal background check and urine drug screen is \$77 (drug test: \$40.00 & criminal background check: \$37.00). A

\$5.00 repeat criminal background is required every year. The total Castle Branch cost to get started is \$112.00.

- The items you will need to upload to Castle Branch include:
 - Copies of immunization records. Required immunizations **MUST** be submitted by the deadline indicated in Castle Branch. Please see our [Immunization Checklist](#) for questions about required immunizations.
 - Enter completion dates for urine drug screen and criminal background check.
- All health science students are required to undergo a [physical examination](#) and have health insurance to be eligible to enroll and attend clinical. Wake Tech has a website for convenience for students needing [health insurance](#). Costs to obtain immunizations, TB testing, and health insurance will vary.
- All prerequisites should be completed by **September 8th, 2020**.

Step 3: Attend Orientation!

- EMS program orientation is held in the summer before the program begins in the fall. You will be sent specific information on the date/time of orientation. Attendance at orientation is mandatory and will answer many of your questions about how clinical works, who the faculty are, and what your experience will be like in the program.
- If orientation is conducted virtually, you will need to [download Microsoft Teams](#) so that you can join the discussion. Signing up for Teams is free. It is recommended that you download either the desktop or mobile app to use Teams as it sometimes doesn't work as well in an internet browser.

Step 4: Purchase Uniforms and Textbooks

- At orientation, you will be provided with specific information on required uniforms and uniform items that will be required for the program. *Please do not buy any uniform items until you are provided with our list.* All uniform items can be purchased through the Wake Tech bookstore on the Perry Health Science Campus or through third-party vendors. You will be expected to wear your EMS uniform to class and clinical. Estimated costs of uniforms are:

- Minimum of two (2) uniform shirts \$85.00
- Minimum of two (2) pairs of EMS pants \$160.00
- Reflective Jacket \$149.00-\$249.00
- Nametag \$15.00
- Duty Belt \$21.00
- Boots \$100
- EMS Jump Bag (includes items below) \$150
 - BP Cuff
 - Stethoscope
 - LED penlight
 - Notepad
 - Badge Reel

- Trauma Shears
- Eye Protection
- Reflective Traffic Vest
- CPR face shield

Please note that uniform fees are approximated and that additional fees may be necessary based on course requirements.

- You will need textbooks for the first semester's EMT course, which are:
 - Mistovich, J. & Karren, K.J. Prehospital Emergency Care. 11th ed. New York, NY: Pearson, 2018.
 - ISBN-13: 978-0134704456
 - \$140.00
 - American Heart Association. BLS Provider Manual. Dallas, TX: American Heart Association, 2016.
 - ISBN-13: 978-1616694074 (e-book ISBN-13: 978-1616694104)
 - \$19.10
- Textbook information for other courses, such as BIO 168 (or other general education courses) is available on [WebAdvisor](#). You will need to complete BIO 168 and BIO 169 with a grade of 'C' or higher to be eligible to continue to the paramedic portion of the program, which starts in the 3rd semester.
- A \$205 Fisdap fee will be required during the first EMS course taken by the student. Fisdap is an internet-based platform that allows us to track the skills you perform in lab or clinical and ensure you are competent to practice. Fisdap also includes nationally validated and comprehensive EMS exams predictive of pass rates on state and national EMS credentialing exams. Because you pay the Fisdap fee as part of your tuition, it is covered by financial aid.

If you still have questions about the EMS program, please contact

Dr. Michael Hubble at mwhubble@waketech.edu