



Aparicio-Levy Technical College
Emergency Medical Technician (EMT) ATD – AUGUST 2021



ADMISSIONS REQUIREMENTS & CHECKLIST

You must be at least 18 years old when Clinical Rotations begin on September 1, 2021.

Important Note: ***Fingerprinting, with a monitored background check***, is required for participation in Clinical Rotations. On the day of your registration appointment, you will receive instructions to follow for fingerprinting. However ... if you are currently on probation, you will **NOT** be cleared to enroll in EMT. If you have a felony conviction for abuse (child, elder or sexual) or drug trafficking, you will **NOT** be cleared to enroll in EMT.

***Seats are filled on a first-come basis by those submitting ALL required documents and FULL payment.
No partial paperwork will be accepted, and no seats will be held.***

- _____ 1. **Diploma:** Bring your HS or college diploma, GED, or sealed official high school or college transcript from an approved, accredited, U.S. institution. Non-U.S. diplomas must be translated and evaluated to be considered. Email questions to College Counselor, Adriana Magana: adriana.magana@hcps.net
- _____ 2. **Residency:** Complete and bring the “Florida Residency Declaration for Tuition Purposes” Form. You must also provide two documents that prove you are a Florida Resident. For more information, see [Residency Form Guide](#).
- _____ 3. **ID and proof of age:** Bring your Driver’s License or government-issued photo ID.
- _____ 4. **Health Insurance:** You must have health insurance to enroll. Bring your health/medical insurance card to prove you have health insurance that includes hospitalization coverage.
- _____ 5. **Physical Exam:** Print and take our 4-page [Physical Examination form](#) to a physician or walk-in clinic of your choice. Take your immunization (“shot”) record with you. The Healthcare practitioner must sign BOTH pages 1 & 3. Bring all 4 pages to Registration. Make sure your doctor enters all the information on the physical exam form.
- _____ 6. **Drug Screening:** Print, complete and take the [“Authorization for Services” form](#) to BayCare, along with your ID and payment. Complete the drug screening before you come to the On-Campus Registration. Your results will be emailed to us, but bring your receipt from BayCare.
- _____ 7. **Payment:** Bring a Money order or cashier’s check for **\$1,575.00** or:
If an agency (CareerSource WIOA, VA, VR, Florida Prepaid, Florida Bright Futures, etc.) will be paying, you must bring a letter, voucher, or other proof that they will pay. Until you have that documentation, you will not be allowed to register. If the agency pays part of the costs, you will have to pay the remaining balance on the day of your registration appointment. You will be required to pay in full or present proof of funding on the day of your registration appointment.

IMPORTANT INFORMATION

- **To register, you must submit items # 1 – 6 on this Admissions Checklist with your EMT online application one week prior to your registration appointment. Your payment will be due on the day of your registration appointment.**
- You ***must*** watch the required EMT Information Session video online in order to schedule your registration appointment. Once our Student Services Department receives confirmation that you watched the online Information video, we will email you instructions to schedule your registration appointment.
- Due to limited capacity, **WE CAN ONLY ACCEPT REGISTRATIONS BY APPOINTMENT.** Please follow all instructions to book your registration appointment.
- We recommend that you get started with gathering items on this Admissions Checklist as soon as you receive confirmation that your registration appointment has been scheduled.