

APPLICATION PACKET

PARAMEDIC TRAINING PROGRAM





Emergency Medical Services Academy

Dear Applicant,

On behalf of the faculty and staff of the EMS Academy, thank you for your interest in our paramedic program. **All interested students must be licensed in New Mexico at the EMT-Basic or EMT-Intermediate level, and have a current CPR for the Healthcare Provider card in hand by June 30th to be eligible to start the program in the Fall semester.**

Our Paramedic Program coursework begins every year in August with the start of Fall semester. The cohort will meet Monday-Thursday, 8AM-5PM, with occasional activities scheduled on Fridays. The program will be on an arranged semester schedule with classroom courses ending mid November. Clinical rotations start at the immediate conclusion of the didactic semester and continue right through the Winter Intersession into January, and will continue up to the start of Spring semester. Didactic (Classroom) courses resume the beginning of Spring semester, transitioning back to clinicals in April with clinicals being completed through the end May. The summer internship will begin approximately June 1st and end in August. A detailed schedule and other materials will be provided to applicants accepted to our program.

Please ensure that we receive your application no later than February 15th at 5:00PM. **Incomplete applications will not be accepted.** Program pre-requisites are listed below. Course work will be completed with a passing grade **prior** to August 1st and is as follows:

Pre-Paramedic Courses Required:

- ENGL 110, Accelerated Composition (or ENGL 112 or ENGL 113)
- ENGL 120, Composition III
- EMS 120, Intro to EMS Systems
- BIOL 123 & 124L, Biology for Health Related Sciences and Non-majors with Lab (or BIOL 201L)
- CHEM 121 & 123L, General Chemistry I with Lab (or CHEM 122/124L)
- MATH 121, College Algebra (or MATH 150 or MATH 180)
- STAT 145, Introduction to Statistics
- BIOL 237 & 247L, Anatomy and Physiology I for Health Related Sciences with Lab
- BIOL 238 & 248L, Anatomy and Physiology II for Health Related Sciences with Lab

All applicants need to take Fisdap Paramedic entrance exam at EMSA. The cost of the exam is **\$30.00** and assesses aptitude in Anatomy, Physiology, Math, EMT specific information, and Reading Comprehension, and includes several personality assessment questions. The test takes about two hours to complete and can be scheduled by calling 272-5757. Once the test is completed, test results will automatically be submitted to EMSA. The test will be available from December 1th through February 10th, with availability to test generally



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all day Tuesdays and Fridays. We highly recommend scheduling an exam appointment early. If testing dates fill up at the end, extra testing times may **not** be guaranteed.

Application packets will also need to include a copy of transcripts. Applicants who are currently enrolled UNM students can provide an unofficial copy of UNM transcripts for application purposes. Students who have completed coursework at other institutions need to be sure their unofficial transcript lists their transfer credit. If it does not, an official transcript from the other institutions needs to be provided. Applicants who were previous UNM students are highly encouraged to re-enroll at UNM (<http://www.unm.edu/apply/> - do NOT pay the fee at the time of application, as re-applying students are charged a lesser fee), and an unofficial copy of UNM transcripts will suffice for application purposes (if you have transcripts for grades of classes you wish to include from other institutions, send one official copy to each of the addresses bulleted below). Applicants who are not UNM students are highly encouraged to apply at UNM (<http://www.unm.edu/apply/>), and official copies of college transcripts from other institutions need to be sent to two locations:

- University of New Mexico School of Medicine Emergency Department EMS Academy, 1 University of New Mexico, MSC11 6260, Albuquerque, NM 87131 **and also**
- Office of Admissions, University of New Mexico, PO Box 4895, Albuquerque, NM 8713

Additionally, applicants will need to include; a resume, essay, two letters of recommendation (sealed and signed along the seal by the author) and verification of community service in which they have participated. Photo copies of driver's license and current New Mexico State EMS licensure are also required. *New Mexico State EMS licensure may be provided at a later date (due by June 30th)* if not available at the time of application, however coursework should be in progress.

The application process includes an interview with the paramedic program admissions committee. Eligible applicants will be contacted to schedule appointments for the interview process in late February/March.

All applications can be turned in to Christina Anthony, Academic Advisor at EMSA. **A completed application packet will have:**

- ☐ **Completed application**
- ☐ **Transcripts to include minimum cumulative and prerequisite GPAs of 2.50**
- ☐ **Resume**
- ☐ **Essay ~500 words explaining your reasons for seeking an education in EMS to become a paramedic, as well as your personal qualities and experience that will benefit your future patients. Include any noteworthy achievements or additional information you wish to share with the admissions committee.**

- ☐ Two letters of recommendation, each should have the “Paramedic Training Letter of Recommendation Form” attached (may be submitted as part of application packet or directly from letter writer)
- ☐ Verification of any community service participation, such as a letter of participation from the organization (not required, but recommended)
- ☐ Legible Copy of your driver’s license
- ☐ Legible Copy of your current level of New Mexico EMS licensure – **current National Registry EMT or AEMT only does not meet this requirement.** No student can begin the paramedic program without a current NM EMT-B/I certification, and it must be maintained and remain current throughout the duration of the program. This may be provided at a later date noted above if not available at the time of application
- ☐ Legible copy of your current BLS for the Healthcare Provider or advanced CPR card
- ☐ *International Students only, and if English is not your first language- Copy of TOEFL Scores (Test of English as a Foreign language) the TOEFL is the only English Proficiency Test accepted.*

Applicants who meet all admission requirements will be offered interviews with the admissions committee. Students who do not fulfill the requirements will not be selected to move forward with the interview process.

Students will be notified in April if they have been accepted into the program. Once students are notified of acceptance into the program the students will need to complete an admissions packet which will include; proof of immunizations, verification of health insurance, a 10-Panel urine drug screen, and a criminal background check, among other requirements. Students will also need to attend a mandatory orientation, held during the week before classes begin. Detailed instructions will be sent in the acceptance packet.

** To avoid unnecessary expense and to ensure the correct checks have been completed, and correct items purchased, we ask that applicants do NOT complete the following tasks until and unless they’ve been notified of acceptance into the program.**

- Pre-Program costs:
 - Fingerprint card processing and Criminal Background check, currently \$108.
 - 10-Panel screen, currently estimated at \$100; approximately \$35 if done through UNM SHAC, available to currently enrolled UNM students only.
 - Immunizations: check with your health care provider or UNM SHAC for current immunization costs or cost for copies of your current immunizations.
 - Health Insurance, costs vary.
 - Photocopy costs for copies of your driver’s license and current licenses/certifications.

- Program Supply costs:
 - The cost of the paramedic program is the current UNM tuition rate per credit hour for the current number of credits required for the core paramedic courses, plus associated registration fees and EMS Tuition Differential of \$60 per credit hour. The program is a full-time load of 17 hours for Fall semester, 16 credit hours for Spring semester and 4 credit hours for Summer semester.
 - Specific information regarding UNM tuition and fees can be found at <http://bursar.unm.edu/tuition-info/tuition-and-fee-rates.html>.
 - The University may assess additional fees not associated directly with the Paramedic Program such as, but not limited to HSC Library Fees, online course fees.
 - EMS Courses have additional fees associated with course supplies etc.
 - All students must purchase EMS Academy uniforms. The total cost for uniforms and equipment for the year is estimated at \$200.00.
 - A laptop (able to run current applications) is required, estimated cost \$700.00.
 - The textbooks and e-books required for the paramedic program are approximately \$500.00.
 - ***All uniforms and books must be purchased before the first day of class. If uniforms and books aren't bought by the first day of class, students may be removed from the program.***
- Testing fees (associated with EMS licensure post program completion):
 - National Registry Psychomotor exam, to be completed prior to internship: \$150.00
 - National Registry Cognitive written exam, to be completed after Paramedic School and required for licensing in New Mexico: \$125.00 and \$85.00 respectively

If accepted into the paramedic program, you will also need to apply as a student to UNM, or transfer your enrollment from a UNM branch campus to UNM main campus, **by no later than May 1st**. This is not application to the Paramedic Program, but application to UNM itself.

Apply to UNM at (<http://www.unm.edu/apply/>)

If you have questions about the program or application process, please contact the EMS Academy Administration at (505)272-5757 or [HSC-EMSA@salud.unm.edu](mailto:hsc-ems@salud.unm.edu). Again, thank you for your interest in our program. We look forward to receiving your completed application.

Regards,

Paramedic Faculty and Staff
UNM EMS Academy



Emergency Medical Services Academy

Paramedic Training Program Application for Admission

Last Name: _____ First Name: _____ MI: _____

UNM Student ID Number*:

* You will receive a UNM ID number after you apply to, and have been accepted into, UNM.

Email: _____

Home Address: _____

City: _____ County: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell Phone: _____

Date of Birth: _____ Gender : _____

Current Licensure: EMT-Basic ☐ EMT-Intermediate ☐

State: _____ License Number: _____ Expiration: _____

National Registry License Number: _____ Expiration: _____

Race and Ethnicity: The University of New Mexico is required by Federal law to request this information for statistical reporting purposes. Your response is voluntary.

Do you consider yourself to be Hispanic/Latino(a)? Yes ☐ No ☐

In addition, select one or more of the following racial categories to describe yourself:

- ☐ American Indian or Alaska Native (Principal tribal group: _____)
- ☐ Asian
- ☐ Native Hawaiian or Pacific Islander
- ☐ Black or African American
- ☐ White

As a student, are you capable of performing all physical tasks required to pass this course as described in the Technical Standards found in the EMSA Policies (<http://emed.unm.edu/emsa/education/current-students/Form%20and%20Policies.html>), pages 2-7? Yes ☐ No ☐

Signature: _____ Date: _____