JeffSTAT EMS Education Center
EMT Program Checklist

- [ ] **Register then sign up for your pretest** – this is part of your registration process, please pick a date and time.

- [ ] **Apply on-line** for all your **Clearances**—the hyperlinks can be found on the website you used to sign up for this class

- [ ] **Check your email** for your clearances, SAVE and PRINT copies of each (you will need to ensure the Pa State Insignia is in the background of your Criminal History)

- [ ] **Email (PDFs) of** your **PA Criminal Background Check, and FBI fingerprints (IdentoGo)** before your **your pretest date**. Links are provided on our website.FBI Fingerprint Background Check – the Identogo code is 1KG756 – Employee >= 14 years contact with children.

- [ ] Download and complete your **PA EMS Application**, email the application it is also available on our website

- [ ] If you have a **criminal history** or violations on your **driving record**, follow the instructions on the PA EMS Application, and bring the appropriate records to class on the first day. Online Penn-DOT records (or equivalent) are acceptable; court documents MUST have an official court seal to be accepted. You **WILL NOT** be able to begin class with these records

- [ ] **Only after you have successfully passed the pretest**, purchase the **textbooks** and **supplies** listed on our materials list PDF. All PDFs are available on our web-page as stated, and E-Texts are optional for all students.

- [ ] Purchase your uniform once you pass the pretest to include: **navy pants, black boots, and black belt, ASAP**. Remember to choose your **polo shirt size online**.

- [ ] **CPR certification** will be earned the first day of class; you do not need to sign up for any additional classes

- [ ] **Tuition payment** is due at orientation, and we accept Visa, MasterCard, American Express, Checks, Money Orders, and VA Benefits; we DO NOT participate in Pell Grants or other student loan programs.

- [ ] **Verify** you have completed ALL of the steps on this checklist to satisfy the requirements of the PA DOH EMT-B Training Program. Registration does not guarantee acceptance into the course; successful completion of the above list is the first step.

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