

# Paramedic Certificate

## Application & Information Packet

Priority Application Deadline\*  
**April 1, 2020**



**Mount Wachusett**  
*Community College*  
Application for Entrance  
September 2020

Thank you for considering the Paramedic Certificate program at Mount Wachusett Community College.

Admission to this program is competitive and seats are limited. Therefore, everyone who applies may not be admitted to the program. Files must be complete by the application deadline in order to be eligible for review by the Admission Committee. Students may not co-enroll in more than one selective program at any given time. (\*Applications may be accepted after deadline, if space permits.)

### Important Application Information:

- Applicants must submit a completed application, including this signature page and checklist along with all required documentation by the application deadline.
- Incomplete applications will be returned to the applicant and are not eligible for review by the Admissions Committee.
- Letters of Recommendation are not accepted.
- Education completed outside of the U.S. must be evaluated for equivalency. Evaluating agencies can be found at [www.naces.org](http://www.naces.org).
- Official transcripts must be received directly from the sending institution or may be hand delivered to the Office of Admissions in a sealed envelope.
- In the event that the application deadline falls on a non-business day, the next business day will become the effective deadline.

Please place a ✓ next to items you are submitting along with selective application. Incomplete applications will be returned.

- Completed Paramedic Certificate application
- Proof of current Emergency Medical Technician (EMT) license - Please provide copy of current certification either National (NREMT) or individual state.
- Proof of minimum one year of experience and/or 75 patient contacts as a Basic EMT - Verified by letter from current and/or previous employer(s).
- Have you attended an Information Session?  Yes  No If yes, what date? \_\_\_\_\_
- Verification of Completion of high school or equivalency: All applicants must provide proof of high school completion or equivalency by submission of high school or HISET (high school equivalency test) transcripts, copy of high school diploma or HISET certificate. Education completed outside of the U.S. must be officially translated/evaluated for high school equivalency.
- Official college transcripts (if applicable): Transfer credits must be completed at an accredited college and official sealed transcripts should be submitted. Photocopies will not be reviewed or accepted. Education completed outside of the U.S. must be officially translated/evaluated for college course equivalency. Evaluating agencies can be found at [www.naces.org](http://www.naces.org).

*Date transcripts requested, if not submitted at time of application.*

- Documentation demonstrating that all minimum requirements for consideration have been met including Math and English as noted on page 3. **Note: Science and math courses cannot be older than 10 years.**
- Students whose native language is not English and those who have not completed Grades K-12 in the U.S. must demonstrate English proficiency by having completed ENG101 with a grade of C+ or higher, or have completed a Bachelor's degree from an accredited U.S. college or university, or score 213 on the computerized version or 550 on the paper version of the Test of English as a Foreign Language (TOEFL scores).

I hereby attest I have submitted all documentation required at time of submission for this selective application

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of MWCC Admissions personnel

\_\_\_\_\_  
Date



**Mount Wachusett**  
*Community College*



# Paramedic Certificate

## EDUCATION INFORMATION

Which of the following have you been awarded:  High School Diploma  HiSET (GED) Certificate  Home School Diploma

Name of High School/Home School/Testing Center: \_\_\_\_\_ Location: \_\_\_\_\_

Date Awarded (month/yr): \_\_\_\_/\_\_\_\_/\_\_\_\_ (documents awarded outside of the U.S. must be evaluated to meet U.S. standards) City State

Are you a current MWCC student?  Yes  No MWCC Student ID Number (if applicable): \_\_\_\_\_

Have you completed courses at MWCC?  Yes  No If yes, approximately how many credits have you completed at MWCC? \_\_\_\_\_

Have you completed courses at a college other than MWCC? If so, what is your highest level of college completed?

Some college  Associate Degree  Bachelor Degree  Master Degree  Doctor's Degree  Certificate

Please list all colleges you have attended:

College City State/Country College City State/Country

College City State/Country College City State/Country

Will you be asking the Committee to review college transcripts from college(s) other than MWCC?  Yes  No

Have you met the basic EMT requirement?  Yes (indicate how below)  No

Attach Employer Verification on page 5.

Have you met the English requirement?  Yes (indicate how below)  No

Completed a college course equal or greater than ENG098 with a grade of C+ or greater at \_\_\_\_\_ with a Grade of \_\_\_\_\_.

College Placement Testing into ENG101

Have you completed Math placement testing, or completed a college-level Math course?  Yes (indicate how below)  No

Completed a college-level Math course, equal or greater than MAT092, with a grade of C+ or greater at \_\_\_\_\_ with a Grade of \_\_\_\_\_.

College Placement Testing

Have you completed Essentials of Anatomy & Physiology (BI0152) with a grade of C+ or greater?  Yes  No

At what institution? \_\_\_\_\_

Do you hold any other EMS certifications (ie. Advanced EMT certification or other EMS certifications)?  Yes  No

If yes, what? \_\_\_\_\_

\*Please provide documentation thereof.

I have read the Technical Standards and understand that it is my responsibility to discuss any accommodation that I may need with the appropriate College representative.

Yes  No



# Paramedic Certificate

## PERSONAL INFORMATION

**Ethnic Background:** Do you identify yourself as:  Hispanic or Latino  Not Hispanic or Latino

**Race:** Select one or more races, as you identify yourself:

- American Indian or Alaskan Native  Asian  Black or African American  White  Cape Verdean  Native Hawaii or Pacific Islander

**Marital Status:**  Married  Single  Divorced  Separated  Widowed

**Have you, your spouse, or your parents ever served in the U.S. Military:**  yes  no

**Emergency Contact Person:** Name: \_\_\_\_\_ Relationship to the Applicant: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Street & Apt. # City State Postal/Zip Code

## HAVE YOU APPLIED FOR FINANCIAL AID?

- I have already applied  I plan on applying  I do not plan on applying

To apply for financial aid, students must complete the Free Application for Federal Student Aid (FAFSA), available on the federal financial aid web site at [www.fafsa.gov](http://www.fafsa.gov). Financial aid can be used to pay for tuition, fees, books, transportation, and other educational expenses. MWCC strongly encourages you to complete the FAFSA. If you have questions about your financial aid application or college financial planning, please call the college Financial Aid Office at 978-630-9169 or online at [mwcc.edu/financial](http://mwcc.edu/financial).

## SIGNATURE

I hereby apply to MWCC. I agree to accept the regulations and requirements of the college and will cooperate with the students, faculty, and administration in the maintenance of high standards and appropriate conduct. I understand that concealment of facts or untruthful statements may result in my application being withdrawn or cause me to be dismissed from Mount Wachusett Community College. The information I have provided is true and correct to the best of my knowledge.

I understand and consent to the information provided on this completed form being used to contact me by (check all that apply):  
 automated telephone  text messaging for matters related to my enrollment at Mount Wachusett Community College.

Applicant Signature

Date

Parent or Guardian Signature

Date

(Required if applicant is under the age of 18 at time of application)

Office use only:

Date Received: \_\_\_\_\_

# Employment

## Paramedic Certification

September 2020

Name: \_\_\_\_\_  
Last Name First Name Middle Initial Previous Last Name

MWCC Student ID (if known) \_\_\_\_\_ Social Security Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**Healthcare Or Related Field Experience:**

List Emergency Medical Services experience with the most recent positions first. Attach additional sheets if necessary. (Resumes are acceptable.)

Employer/volunteer organization	Job Description	Dates from/to	Supervisor Name & Phone No.

Does not apply

I certify that all information stated on this application form is accurate and complete. Concealment of facts or false statements may result in dismissal.

\_\_\_\_\_  
 Applicant Signature Date

\_\_\_\_\_  
 Parent or Guardian Signature (if applicant is under 18) Date

Mount Wachusett Community College seeks to provide equal educational and employment opportunities and does not discriminate on the basis of race, creed, color, religion, national origin, gender, age, sexual orientation, marital status, veteran status, or disability.





## MINIMUM ACADEMIC REQUIREMENTS

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1. Applicants must be a currently licensed emergency medical technician or Advanced EMT in good standing with a minimum of one year of experience and/or a minimum of 75 patient contacts as an EMT or AEMT and must meet all requirements and submit all documentation listed on page 1 & 3.
2. Courses in progress at time of application deadline will not be considered as meeting these requirements.
3. Your file will be reviewed and you will be notified by mail of the decision approximately 60 days following the application deadline.
4. Science and math courses older than 10 years are not accepted.

## SPECIAL PROGRAM REQUIREMENTS

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**Please note that the following information must be received before courses begin:**

1. Health examination conducted within the past two years by a licensed healthcare provider.
2. Immunization Requirements for Health Science Students: Two (2) doses Varicella (chicken pox) vaccine; two (2) doses MMR (measles, mumps, rubella) vaccine; three (3) doses Hepatitis B vaccine AND Hepatitis B titer showing immunity to the disease; one (1) TDAP (tetanus, diphtheria and pertussis) vaccine within 10 years; one (1) dose Meningococcal vaccine (ages 16-21); annual Influenza vaccine; initial "2 step" PPD or Quantiferon Gold TB blood test and then annual TB testing (negative chest x-ray within 5 years AND annual TB Questionnaire also accepted); a complete physical exam within two years. Contact the Health Services Office at 978-630-9136 for more information.
3. Liability Insurance of \$1,000,000/\$3,000,000 coverage is required. Students will be covered under the college's liability insurance policy, which will be billed through student fees.
4. CPR Certification (at BLS Level from the American Heart Association) is required. A certificate of completion must be presented to the program coordinator prior to entry into the courses.
5. All paramedic technology students must participate in the Massachusetts Community College Health Insurance or provide accurate information regarding comparable coverage.
6. Completion of CORI/SORI form and drug and background screenings. Costs for these reviews are the responsibility of the student.

## TECHNICAL STANDARDS

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**Students entering these programs must be able to demonstrate the ability to:**

1. Comprehend textbook material at a college level.
2. Communicate and assimilate information either in spoken, printed, signed, or computer voice format.
3. Gather, analyze, and draw conclusions from data.
4. Stand for a minimum of two hours.
5. Walk for a minimum of six hours, not necessarily consecutively.
6. Stoop, bend, and twist for a minimum of 30 minutes at a time and be able to repeat this activity at frequent intervals.
7. Lift heavy loads (patients or equipment) that may exceed 100 pounds with assistance.
8. Determine by touch: hotness/coldness, wetness/dryness, hardness/softness.
9. Use the small muscle dexterity necessary to do such tasks as gloving, gowning, and operating controls on machinery.
10. Respond to spoken words, monitor signals, call bells, and vital sign assessment equipment.
11. Manipulate gauges and valves associated with, for example, oxygen delivery.
12. Manipulate small devices such as syringes, IVs, resuscitation equipment, etc.
13. Identify behaviors that would endanger a person or animal's life or safety and intervene quickly in a crisis situation with an appropriate solution.
14. Remain calm, rational, decisive, and in control at all times, especially during emergency situations.
15. Exhibit social skills appropriate to professional interactions.
16. Maintain cleanliness and personal grooming consistent with close personal contact.
17. Function without causing harm to self or others if under the influence of prescription or over-the-counter medications.
18. Read measurement units with or without corrective lenses.

Students are expected to meet the technical standards for enrollment in college programs. In some cases, assessment and developmental courses may help students meet these standards. Technical standards must be met with or without accommodations. The college complies with the requirements of Section 504 of the Rehabilitation Act and the Americans with Disabilities Act of 1990. Therefore, the College will make a reasonable accommodation for an applicant with a disability who is otherwise qualified.

## STUDENT LEARNING OUTCOMES FOR PARAMEDIC CERTIFICATE

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Upon successful completion of the Paramedic Certificate, students will be able to:

- Demonstrate personal behaviors consistent with professional and employer expectations of an entry-level paramedic.
- Demonstrate technical proficiency in all skills necessary to fulfill the role of an entry level paramedic.
- Comprehend, apply and evaluate information relative to the role of an entry level paramedic
- Demonstrate a passing score on the National Registry written and practical exams.

## BACKGROUND CHECKS, DRUG TESTING AND LICENSURE REQUIREMENTS

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A Criminal Offender Records Information (CORI) review procedure has been implemented for students whose academic programs includes the potential for unsupervised contact with persons from vulnerable populations (i.e., children, the elderly and the disabled).

As part of the coursework in the Paramedic program, students are required to complete practical hours in clinical facilities working with patients under the supervision of licensed providers. Clinical sites may require the student obtain certain background checks (state/federal criminal or sexual offender), finger printing and/or drug testing before participating in the clinical experience. Costs for these reviews will be the responsibility of the student.

Refusing to participate in these background checks or drug testing will result in the inability to progress in the program. A positive background check or drug test may also result in the inability to progress in the program.

The prospective student is encouraged to discuss any concerns with the program director prior to acceptance into the Paramedic program. All screenings and background checks are completed AFTER admission/acceptance into the program.

By signing this application, the prospective student understands his/her responsibility to participate in and pay for these background checks/drug tests, if required by the clinical site. By signing this application, the prospective student also understands the consequences of refusing to test, or refusing to undergo the background checks.

## READMISSION OR TRANSFER APPLICANTS:

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Readmission to the paramedic program is not guaranteed and is offered on a space available basis. Readmission to the program will require successful completion of a readmission competency examination. A student seeking readmission to the paramedic program must follow the application procedure for new students and meet all requirements of general applicants. Students are limited to two admissions (one initial admission and one readmission) in the paramedic program. Mount Wachusett Community College reserves the right to limit the number of readmissions each academic year. The respective programs reserve the right to refuse readmission based on, but not limited to, unprofessional behavior, unethical conduct, and client safety issues. To be considered for readmission, applicants must submit a letter of intent to the Dean of Admissions and Enrollment Management. Students will then be informed of any other admission requirements that must be met prior to consideration of readmission, including but not limited to a Competency Examination.

## ACCREDITATION

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The Mount Wachusett Community College Paramedic program has been issued a Letter of Review by the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP Executive Office). This letter is NOT a CAAHEP accreditation status. It is a status signifying that a program seeking initial accreditation has demonstrated sufficient compliance with the accreditation standards through the Letter of Review Self Study Report (LSSR) and other documentation. Letter of Review is recognized by the National Registry of Emergency Medical Technicians (NREMT) for eligibility to take the NREMT's Paramedic credentialing examination(s). However, it is NOT a guarantee of eventual accreditation. To contact CoAEMSP Executive Office: 8301 Lakeview Parkway, Suite 111-312, Rowlett, TX 75088 Phone: 214-703-8445 Fax: 214-703-8992 [www.coaemsp.org](http://www.coaemsp.org)

Mount Wachusett Community College is approved at the Paramedic Level as an accredited training institution by the Massachusetts Office of Emergency Medical Services (OEMS).

Students seeking enrollment in this program are advised to contact MWCC Admissions at 978-630-9110 or at [admissions@mwcc.edu](mailto:admissions@mwcc.edu) for additional information.



## QUESTION AND ANSWERS

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### **How do I make an appointment to complete my placement testing?**

If you have not yet completed college level English and Math, your next step is to take the placement exam. Students may take the placement exam on any of our 3 campuses and options at each of those campuses vary. For more information, please check [mwcc.edu/testing](http://mwcc.edu/testing) or contact Testing Services at 978-630-9244. If you have completed placement testing in the past three years, these scores can be used if they meet the program requirements. An additional fee of \$10.00 will be charged for those individuals who request to retest.

### **How do I get started in the Paramedic Certificate program?**

Students are encouraged to enter the college as an Interdisciplinary Studies (IDSH) student. With this major, you will be identified as a potential paramedic applicant and will be assigned an advisor that will assist you in establishing an educational plan. As an IDSH student, you may complete any of your non-paramedic courses (i.e., English, mathematics, sciences, etc.) then apply to the program when you have met the requirements for consideration.

### **Can I speak with an advisor about the Paramedic Certificate Program?**

Yes, you may attend an information session and meet with a representative from the program and the Admissions department. Transcript reviews are not conducted at these sessions. To reserve a seat, please visit our website at [mwcc.edu/enroll/admissions/info-sessions/](http://mwcc.edu/enroll/admissions/info-sessions/)

### **How is my file evaluated?**

Our paramedic class is selected from a pool of applicants who have displayed the minimum academic requirements for admission to the program. Space is limited and not all applicants are accepted. Applications will be reviewed and candidates will be notified of the admission decision by mail approximately 60 days after the deadline. The process is competitive and your file will be ranked using the following criteria:

- Current EMT license in good standing and a minimum of one year or more work experience including Supervisor's evaluation and/or 75 patient contacts.
- Courses completed and grades received
- Applicants may have completed Essentials of Anatomy & Physiology (BIO152) minimum of a C+ and not older than 10 years, or both Anatomy & Physiology I (BIO199) & Anatomy & Physiology II (BIO204) and not older than 10 years.
- Additional EMS certifications
- Proof of English competency

### **If I am not accepted this year, will I automatically be accepted next year?**

No, you are not guaranteed acceptance. All applicants must reapply.

### **Where do I attend a clinical setting or placement, and how do I get there?**

Students are responsible for their own transportation to clinical sites which include healthcare agencies in Worcester, Leominster, Ayer, Athol and Gardner.

### **Can I apply for Financial Aid?**

Yes. Inquire at the Financial Aid Office, 978-630-9169. We encourage all applicants to apply for Financial Aid, using the Free Application for Federal Student Aid (FAFSA), available at [fafsa.gov](http://fafsa.gov).

### **Additionally, what must I know?**

- It is up to the applicant to read the Technical Standards. It is the applicants responsibility to discuss any accommodation that he/she may need by contacting the Counselor for Students with Disabilities at 978-630-9330.
- The applicant is responsible for ensuring that the application file is complete and that all items are received by the deadline.
- A CORI positive finding may prevent an applicant from successfully completing the paramedic certificate program and may prohibit them from taking the NREMT for Paramedics.

In compliance with the Clery Act (20 U.S.C. 1092(a) and (f)), all prospective students are entitled to review the MWCC Annual Security Report. This report may be accessed online at [www.mwcc.mass.edu](http://www.mwcc.mass.edu) or by request through the Office of Admissions. Mount Wachusett Community College seeks to provide equal educational and employment opportunities and does not discriminate on the basis of race, color, religious creed, age, physical or mental disability, sex, national origin or ancestry, marital status, sexual orientation, genetic information or veteran status.



# Paramedic Certificate

## 2019 PROGRAM REQUIREMENTS- (SELECTIVE)

The paramedic certificate program will be offered at the Gardner campus.

### Semester I

Number	Course Title	Cr.	Tuition/Fees
BIO152	Essentials of Anatomy & Physiology	4	\$888
HCC201	Paramedicine I	3	\$666
HCC202	Paramedicine II	4	\$888
HCC203	Paramedicine III	3	\$666
	College Semester Fee		\$170
	Paramedic Program Fee		\$1,100
	<b>Approximate Tuition/Fee Cost:</b>		<b>\$4,378</b>

### Semester II

ENG101	College Writing I	3	\$666
HCC211	Paramedicine IV	3	\$666
HCC212	Cardiology	4	\$888
HCC213	Medical Emergencies	3	\$666
HCC214	Paramedicine Clinical I	4	\$888
	College Semester Fee		\$170
	Paramedic Program Fee		\$1,100
	<b>Approximate Tuition/Fee Cost:</b>		<b>\$5,044</b>

### Summer

HCC216	Paramedicine Clinical II	5	\$1,110
HCC217	Trauma	3	\$666
	College Semester Fee		\$125
	Paramedic Program Fee		\$1,100
	<b>Approximate Tuition/Fee Cost:</b>		<b>\$3,001</b>

### Helpful hints:

Because of an extensive classroom/clinical commitment, students are encouraged to complete general education requirements prior to beginning paramedic courses.

### Priority Application deadline:

The priority application deadline for admission is April 1, 2019. This selective enrollment program requires additional application components. The process is competitive, and space is limited.

### Semester III

HCC220	Special Populations/EMS Operations	5	\$1,110
HCC221	Capstone Paramedic Field Internship*	4	\$888
	College Semester Fee		\$125
	Paramedic Program Fee		\$1,100
	<b>Approximate Tuition/Fee Cost:</b>		<b>\$3,223</b>

**Approximate Total Tuition/Fee Cost: \$15,646**

### College Health Insurance Plan

**\$2,390**

Note: If you already have health insurance, you will not need to purchase college insurance.

### Miscellaneous Program Expenses:

**\$1,000**

Program Fees, Uniforms, Professional Equipment, Liability Insurance, CPR, Textbooks and Miscellaneous Materials

**APPROXIMATE TOTAL PROGRAM COST \$19,036**

\*PAC students must complete ALL HCC prefixed courses with a grade of B- or better.

### Requirements for Consideration:

Applicants must have completed an English course equal to or greater than ENG098 with a grade of C+. English competency may also be demonstrated through college placement testing into ENG101. Applicants must have completed math placement testing or completed a college-level math course, equal to or greater than MAT092.

### Special requirements:

Applicants must meet all requirements for consideration before entering the program. Students must meet technical standards and additional requirements including immunizations, CPR certification, liability insurance, and a Criminal/Offender Records Information (CORI) check. (See college catalog for more information.)



# Paramedic Certificate

## Application & Information Packet

**Application for Entrance:** September, 2020

**Application Deadline:** April 1, 2020

## Contact & Campuses

### Office of Admissions

Tel: 978-630-9110  
Fax: 978-630-9554  
Email: [admissions@mwcc.edu](mailto:admissions@mwcc.edu)  
Web: [mwcc.edu/admissions](http://mwcc.edu/admissions)

### Financial Aid Office

Tel: 978-630-9169  
Fax: 978-630-9459  
Email: [financialaid@mwcc.mass.edu](mailto:financialaid@mwcc.mass.edu)  
Web: [mwcc.edu/financial](http://mwcc.edu/financial)

### Student Accounts Office

Tel: 978-630-9386  
Fax: 978-630-9459  
Email: [bursar@mwcc.mass.edu](mailto:bursar@mwcc.mass.edu)  
Web: [mwcc.edu/student-accounts](http://mwcc.edu/student-accounts)

### Records Office

Tel: 978-630-9106  
Fax: 978-630-9554  
Web: [mwcc.edu/records](http://mwcc.edu/records)

### Gardner

444 Green Street  
Gardner, MA 01440  
978-630-9110

### Devens

One Jackson Place  
27 Jackson Rd.  
Devens, MA 01434  
978-630-9569

### Leominster

100 Erdman Way  
Leominster, MA 01453  
978-630-9810



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