



NURSING & ALLIED HEALTH

Associate Degree in Paramedicine Application Information

The Northwest College Associate Degree Paramedicine Program is approved by:

Wyoming Office of Emergency Medical Services
6101 Yellowstone Road, Suite 400
Cheyenne, WY 82002,
307-777-7955,
<https://health.wyo.gov/publichealth/EMS/>

And awarded a Letter of Review by:

Committee on Accreditation of EMS Programs
8301 Lakeview Parkway
Suite 111-312
Rowlett, TX 75088,
214-703-8445
<https://www.coaemsp.org>

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Associate Degree Paramedicine Program at Northwest College

Dear Applicant:

Thank you for expressing an interest in the Associate Degree Paramedicine Program at Northwest College. The following information is intended to facilitate your application process. There is one entry point into the program: application in the Spring for the Fall start date. If you are a transfer student or student wishing to re-enter the Paramedicine program, please see the EMS Student Handbook for entrance criteria on our website and contact the EMS Program Coordinator, whitney.morgan@nwc.edu.

Students beginning at the entry point of the program are admitted each fall term for the Powell program, and each spring term for the Cody program through the application process outlined in this packet and consistent with the EMS Student Handbook. Application packets are available online at <https://www.nwc.edu/sites/nursing/ems-programs/Paramedic.html> or in the EMS Program office. This packet contains Admission Criteria related to applying for admission to the Associate Degree Paramedicine Program. ***Please read the packet in its entirety.***

You must apply to Northwest College and be accepted by the college before you can apply to and be accepted into the Paramedicine Program. You will receive a communication from the admissions department stating if you have been accepted by the college. This communication is **not** an indication that you have been accepted into the Paramedicine Program. You will receive a separate letter in this regard signed by the EMS Program Coordinator regarding the status of your admission to the program.

A satisfactorily completed application packet contains **all** the required items as stated below. All materials must be submitted online by 11:59pm on the ***first Saturday in May***. Applications are reviewed by the Coordinator and faculty of the Associate Degree Paramedicine Program after the submission deadline. Applications that are incomplete or submitted past the application deadline will not be considered.

The NWC Cody Paramedic Program is a hybrid program that consists of online coursework, and face-to-face labs and clinical experiences. Students applying to the Cody Paramedic Program must meet with the EMS Program Coordinator prior to application to assess readiness of online learning.

Entrance into the program is a two-step process. The first step is the completion of the required application materials and meeting the criteria for application satisfactorily. Once ranked, the top 12 students will be informed that they have met the application criteria and will be given the opportunity to begin the entry process. The entrance process is the timely completion of immunization documentation, technical requirements form and physical form, clear drug screen, acceptable criminal history search report, and passing a pre-paramedicine skills evaluation. Once all the entrance processes have been completed satisfactorily, the student will be given a formal letter indicating their official entrance into the program, orientation materials, and information for the preparation for coursework will be provided.

DETAILS OF REQUIREMENTS FOR APPLICATION:

Licensure Requirement

Student must be licensed as an Advanced EMT within any state in the United States of America. An EMT-Intermediate is considered an AEMT equivalent and may also seek entry into the program. An LPN or RN may also apply to the program if they are currently an EMT as well. (Nursing students will be required to taken an intensive prior to Paramedic I beginning to ensure everyone is starting in the same place regarding knowledge.)

Fisdap Paramedic Entrance Exam (PEE):

Students must provide PEE test results that reflect an adjusted individual total score that is at or above the program mean (71). Students may retake the PEE test a total of two times per application. If the minimum score is not achieved after two attempts or if the PEE test scores are after the deadline, the PEE test criteria for application will be considered unmet. Scores used for entrance must be dated within one year of the application deadline.

Essay:

A 500-word minimum essay will be written to demonstrate what your professional goals are. You should also describe your past experience and how that prepares you to succeed in the Paramedicine program.

Letter of Reference:

One letter of reference from a non-family member is required for entry into the program. This letter should describe what makes you a good candidate for entry into the Paramedicine program as well as qualities that will make you a good Paramedic.

Admission to NWC:

If applicant has not attended Northwest College, they first need to apply to Northwest College and be accepted. If student is a previous student, but not currently taking courses, it will be necessary to contact the NWC Admissions office to re-activate their student status. Students currently enrolled at Northwest College will not need to do anything for this criteria.

STUDENT SELECTION PROCESS

We select students based on the following criteria:

- 1) Students have completed the PEE test and meet the minimum programmatic mean
- 2) Students have completed online letter of intent and application checklist with required documentation
- 3) Students have completed the essay
- 4) Students have submitted a letter of reference
- 5) Students have been accepted into NWC and/or have become re-activated as a NWC student
- 6) All required materials as stated above have been submitted online by the deadline for application
- 7) Preference is given to students who have healthcare experience, especially those who have worked in the pre-hospital environment previously.

Steps in the process of application and entry into the program:

- 1) Submit application materials online by 11:59pm on the first Saturday in May.
- 2) Faculty review applications
- 3) All applications that meet all application criteria are ranked according to PEE test scores
- 4) All the top 12 applicants are sent letters to begin the entrance process. Students must meet the entrance process requirements before formal entry into the program.
- 5) All applications that meet all application criteria, yet do not rank within the top 12, are sent a letter placing them at the top of the wait list.
- 6) All applicants currently enrolled in a pre-requisite course, yet have met all other criteria, are sent a letter placing them at the bottom of the waitlist.
- 7) All applicants not meeting application criteria are sent a denial letter.

It is important to note that the waitlist evolves until all 12 student seats are filled. Therefore, students on the top of the waitlist, may be contacted at any point prior to the semester to fill unexpected openings in the incoming fall cohort. The entrance process involves a review and signature of the technical requirement form by the student, a review and signature of the physical form by a healthcare provider, completion and clear report of drug screening, and an acceptable criminal search report, and current documentation of required

immunizations, and passing of the pre-Paramedicine skills evaluation. All entrance process criteria must be met for the student to officially enter the Paramedicine program. Students successfully entering the program are required to maintain certifications, licensure, immunization status, and are eligible for random drug screening throughout the duration of the Paramedicine program.

PEE INFORMATION

The Fisdap Paramedic Entrance Exam is a requirement of the NWC Associate Degree Paramedicine Program. The PEE measures basic essential skills in the academic content area domains of reading; anatomy and physiology; math; and EMT knowledge, application, and problem solving. The test also evaluates the affective domain, assessing the candidate on agreeableness, conscientiousness, and neuroticism. The test is intended for use primarily with adult Paramedicine program applicant populations. The objectives assessed are those which paramedic educators deem most appropriate and relevant to measure entry level skills and abilities of Paramedicine program applicants. The PEE exam is administered by Fisdap via proctoring at the college.

Students must receive a minimum adjusted individual total score that is equal to or higher than the *Paramedic* program mean (75) in order to be considered for application to the Associate Degree Paramedicine Program.

If you are interested in taking the PEE test, call Christi Greaham at 307-754-6062, and make arrangements to take this test. Students should plan ahead and schedule the test early as your desired test time may fill.

The PEE test can be taken a total of two times per application. The highest score will be accepted as long as the minimum score was attained. Scores used for entrance must be obtained within the last year. Students with special needs who qualify under the Americans with Disabilities Act (ADA) should contact the Student Success Center's Disability Support Service Coordinator for testing accommodations.

To prepare for the test, you may consider utilizing a study guide from the company through their website at http://www.fisdap.net/support/testing/secure_testing#schedule. The test is computerized and takes approximately 1-2 hours. You must arrive at the testing site 15 minutes early and wear comfortable clothes that can accommodate a variety of room temperatures. Distractions will not be allowed! Out of respect for those students who do arrive on time, the doors will lock promptly at the start time and late arrivals will not be admitted to take the exam.

Payment is made during the testing session and is collected online through Fisdap by debit or credit card. You must present a photo ID at the time you take the test.

Results of the test are available immediately upon completion of the test. Remember, this test is a part of the admission process, not a sole determinant of acceptance/entrance. The testing monitor cannot tell you if your score was high enough to be admitted to the program. A copy of your results will be electronically filed with the EMS office.

Rules of the Test:

- Textbooks, notes, and all other reference or support materials, as well as calculators and all other personal electronic devices are prohibited during the test.
- You cannot click outside of the test window on your computer, or access any other computer resources.

- No backpacks, briefcases, purses, cell phones or food are allowed in the testing room. Water bottles are allowed and must be kept on floor (away from computers). You are not allowed to make phone calls at any time.
- You will not be allowed to communicate with other students during the test. If you have a question or a problem, raise your hand to alert the proctor.
- You will not be allowed to leave the testing room during the test, except for a brief restroom break, if necessary, between sections.
- No heavy perfumes, lotions or body odor will be tolerated.
- **If the proctor notes any activities that are in conflict with testing integrity or the rules stated above, they can stop your test immediately and that test will not be accepted and no refunds will be given.** A meeting with the EMS Program Coordinator will be held to determine if the student will be allowed to test again.

APPROXIMATE BREAKDOWN OF COSTS

Approximate Pre-Entrance Costs - \$265

**Background check, drug test, physical and immunizations

FIRST YEAR		SECOND YEAR	
UNIFORMS/EQUIPMENT			
2 Polos (each level requires a specific shirt)	\$ 70.00		
Field Guide for EMT-A	20.00		
Black Shoes	65.00		
Hemostat	6.00		
Bandage Scissors	6.00		
Stethoscope for EMT-B	80.00		
Watch	25.00		
TOTAL	\$ 377.00		
TUITION/FEES/BOOKS		TUITION/FEES/BOOKS	
Course Lab Fees	\$ 300.00	Course Lab Fees	\$ 300.00
Student Injury Insurance	72.00	Student Injury Insurance	72.00
College Tuition & Fees (In-State Resident)	2,148.00	College Tuition & Fees (In-State Resident)	2,187.00
Books	347.00	Standardized Course Fees	210.00
Fisdap Resources	195.00		
TOTAL	\$2,962.00	TOTAL	\$2,669.00
MISC. COSTS		Travel/Lodging*	
Travel/Lodging* clinical experiences	\$ 700.00	(*To/from clinicals for 2 semesters)	
Optional Books	\$ 170.00	TOTAL	\$1,600.00
TOTAL	\$ 870.00		\$6,100.00
ROOM/BOARD	\$6,100.00	ROOM/BOARD	
APPROXIMATE COST 1ST YEAR		APPROXIMATE COST 2ND YEAR	\$ 4,569.00
WITHOUT ROOM/BOARD	\$4,309.00	WITHOUT ROOM/BOARD	\$10,869.00
WITH ROOM/BOARD	\$10,409.00	WITH ROOM/BOARD	

APPROXIMATE COSTS BOTH YEARS	TOTAL
WITHOUT ROOM/BOARD	\$ 9,078.00
WITH ROOM/BOARD	\$20,978.00

**You must provide your own transportation between the clinical facilities including, but not limited to: Powell, Worland, Lovell, Basin, Cody, Evanston, and Thermopolis. In addition, you will have to plan for housing and food during some clinical experiences occurring outside the local area.*