



# CUESTA COLLEGE

## CENTRAL COAST PARAMEDIC PROGRAM APPLICATION for admission into the Fall 2010 Class

Applications accepted January 5, 2010 through April 16, 2010

Thank you for your interest in our Paramedic Program, a collaborative effort of Cuesta College and Allan Hancock College. The Central Coast Paramedic Program (CCPP) is approved by the California Community Colleges Chancellor's Office and is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP [www.caahep.org](http://www.caahep.org)), 1361 Park Street, Clearwater, FL 33756.

The program prepares graduates to take the Paramedic National Registry licensure examination (NREMT) leading to licensure as a California Paramedic.

**NOTICE TO ALL APPLICANTS: Employers of paramedics, including those in the County of San Luis Obispo, frequently require a paramedic be a minimum of 21 years of age to be hired.**

Entry requirements and application process are subject to change from year to year. It is the applicant's responsibility to be aware of any changes. Please refer to the program website at [www.cuestanursing.org](http://www.cuestanursing.org) or contact the Cuesta Nursing and Allied Health Office at 805-546-3119 for the most recent entry requirements and application process.

- It is the applicant's responsibility to read and complete the entire application.
- Incomplete, inaccurate, and late applications will not be accepted.
- All due dates must be met to remain eligible for admission into the paramedic program.
- Keep a copy of this entire packet for future reference.
- Keep a copy of your completed application.

### Prerequisite coursework:

Prerequisite courses must be completed with a grade of "C" or better, or documented equivalency of the courses.

Requirement	Semester Credits
Biology 212 Human Biology*	3.0
English 156 College Reading and Writing**	4.0
Math 123 Elementary Algebra**	5.0

\*Equivalent or completion of higher level college course(s) such as BIO 205 Anatomy or BIO 206 Human Physiology. See page 3, #2 Equivalency of Courses.

\*\*Completion of an English and Mathematics test with placement into a higher level English or Math course will satisfy the above requirements. All Assessment Services information can be found at the college website at [www.cuesta.edu](http://www.cuesta.edu), link "departments", link "assessment", link "home page". You will need to apply to Cuesta at [www.cccapply.org](http://www.cccapply.org) to test at Assessment Services. Assessment tests taken at another college can be submitted to Cuesta College Assessment Services for consideration.

### Application Instructions and Required Documents:

1. Mail the completed application form with all required documents enclosed in one envelope, if possible, directly to:  
Director of Admissions and Records  
c/o Paramedic Application  
Cuesta College  
P.O. Box 8106  
San Luis Obispo, CA 93403-8106
2. Applications must be received between January 5, 2010 through April 16, 2010 to be considered for entry into the Fall 2010 Paramedic class.
3. Apply to Cuesta College at the same time you apply to the Paramedic Program at [www.cccapply.org](http://www.cccapply.org). You will receive a welcome admission letter from the college; this is **not admission** to the Paramedic Program.

4. The following required documents must be submitted by the due date (see page 5) for your application to be complete:
  - a. Completed **Paramedic application form**.
  - b. Official sealed **High School transcript** with degree posted or official sealed **GED** report.
  - c. Official sealed **prerequisite transcripts**, *other than Cuesta College transcripts*, showing completion of courses, or courses in progress. Transcripts can take up to 30 days to process; therefore, request your transcripts early. Transcripts received before graduation date was posted cannot be used. *Transcripts submitted to Cuesta College prior to 2000 have not been retained and must be resubmitted by the stated deadlines.*
  - d. Copy of current **EMT certification**.
  - e. Copy of current Healthcare Provider or Professional Rescuer **CPR card**.
  - f. **Work Verification Letter** on official letterhead in a sealed envelope from current and/or previous employer(s) to verify either 1) a minimum of six months full-time Emergency Medical Technician experience with an emergency medical service provider; OR 2) a minimum of 1000 hours of part-time and/or volunteer Emergency Medical Technician experience with an emergency medical service provider.
    - The verification letter must include:
      1. Supervisor's address and phone number to verify information provided by applicant.
      2. Supervisor's signature.
      3. List of total hours worked.
    - In lieu of this experience, an applicant may submit proof of completion of a Community College Emergency Medical Services Academy. **Fire academy hours do not meet this criterion.**
    - Work experience, volunteer experience, or completion of a Community College Emergency Medical Services Academy must be within the last 2 years immediately preceding the date of this application. Only hours within the past two years will be counted.
    - The verification letter is not a letter of recommendation; it is verification of work experience or documentation of projected work experience. The student's completion of projected work experience will be verified by the college prior to admission.
    - Official sealed transcript showing completion of the Academy is required.
    - To be successful in the program it is strongly recommended that the applicant have more hands-on work experience than the stated minimum.
  
5. Priority Status: Applicants will be given priority for admission according to the criteria below:
 

**First priority:**

  - Applicants who submit a complete application **with all course work and work experience done** by the application deadline.

**Second priority (Conditional applicants):**

  - Applicants who submit a complete application by the application deadline of April 16, 2010, but **have outstanding prerequisite courses and/or work experience in progress.**
  - Submit a current **in-progress grade(s) form** for spring semester courses by April 16, 2010. **See page 5.**
  - This is a conditional application pending receipt of official transcripts showing successful completion of academic work in progress and verification of completed work experience (work experience can be projected).
  - Prerequisite coursework must be completed by May 31, 2010. Submit an unofficial grade on letterhead with the instructor's signature for spring semester courses by June 1, 2010.
  - Official sealed transcripts for spring semester courses must be submitted by July 1, 2010.
  - Final work experience verification or proof of completion of a Community College Emergency Medical Services Academy must be completed by June 1, 2010. Submit verification letter by June 1, 2010.
  
6. If you want to receive confirmation from Cuesta College Admissions Office that your application has been received, you need to mail your application using the "Return Receipt" service provided by the United States Postal Service (USPS). As part of this service, you will fill out a small postcard with your name and address. When the application packet is delivered to Cuesta College, we will sign the postcard confirming receipt and the post office will mail the postcard back to you.
  
7. If there is a change of information (i.e. grade change, address change, name change, etc.) notify the Admissions and Records Office at 805-546-3100, ext. 2555. Do not contact the Nursing and Allied Health Office.
  
8. Notification of **admission status will be mailed on May 4, 2010**. Applicants who meet paramedic admission criteria and have provided required documents by the stated due dates will be notified of their eligibility via US Mail. This information will **not** be given over the phone. Applicants who do not meet paramedic prerequisites and/or whose files are missing any required documents by the due dates will be notified that they are not eligible for admission.

Once the pool of qualified applicants has been established, a class will be admitted as follows:

- A. **First priority applicants** will be admitted into the program. In the event there are more applications than openings, a computer random selection will determine the order of first priority applicant admission. First priority applicants will move into the program as space becomes available if an accepted student declines admission.
- B. **Second priority applicants** will be admitted to remaining openings. Admission will be conditional pending receipt of official spring semester transcripts showing successful completion of academic work in progress and verification of completed work experience. In the event there are more openings than spaces available, a computer random selection will determine the order of second priority applicant admission. Second priority applicants will move into the program as space becomes available.
- C. Students are admitted each fall. If you are not admitted Fall 2010, you will need to submit a new Paramedic application and all required documents.

### **Additional Application/Program Requirements:**

1. **Physical Examination:** A complete physical examination and immunizations, at the applicant's expense, are required upon acceptance to the program. The Cuesta College Nursing and Allied Health office will provide a form to students accepted to the program.
2. **Background Clearance:** The Central Coast Paramedic Program will comply with state laws, regulations, and agency policies requiring background checks and drug screening on students. Background clearance and drug screening is required and is completed at the student's expense at a location affiliated with the program. See the background check and drug screening policies and a list of convictions and/or charges that would prevent clinical participation at the program website [www.cuestanursing.org](http://www.cuestanursing.org), link "students", link "background check and drug screening". Instructions to complete testing will be provided by the Nursing and Allied Health Office upon acceptance to the program.

### **Other Important Information:**

1. **Counseling:** it is strongly recommended that you communicate with a Cuesta College counselor. A counselor can help clarify and prevent misunderstanding about the application process; sequencing of course work, prerequisites, course equivalencies, etc.
2. **Equivalency of Courses:** Although Cuesta College course numbers are referred to in this information packet, equivalent courses from other schools may be accepted **after evaluation by a Cuesta College Counselor**. Applicants with course work from other colleges must demonstrate that such work is equivalent to program requirements. Determining equivalency is a lengthy process; applicants must begin the process early to determine whether or not such work is equivalent by providing transcripts and course descriptions, and meeting with a Cuesta College Counselor. Allow up to two weeks for processing of equivalency confirmation by a Cuesta College Counselor. Current Cuesta College policies pertaining to equivalent courses and standards shall be used in the determination. To avoid rejection of your application, **make no assumption** about equivalency (e.g. quarter credit courses do not necessarily equate to semester credit courses).
3. **Financial Aid:** Various sources of education funding are available for paramedic students. Contact the Financial Aid Office at 805-546-3143, or go to the website at <http://academic.cuesta.edu/finaid> for more information.
  - The 2010/2011 Free Application for Federal Student Aid (FAFSA), used to apply for state and federal funding, can be accessed online at Cuesta's Financial Aid website after January 1, 2010. It is recommended that every applicant complete the 2009/2010 (FAFSA) by March 2, 2010, thus increasing options for receiving need-based scholarships and loans.
  - The Cuesta College scholarship application, used to apply for Cuesta specific education funding, can be found on Cuesta's Financial Aid website in mid-December. The application deadline is March 2, 2010. Late applications will not be accepted.

Students who anticipate needing financial assistance in order to attend Cuesta should apply for education funding before the March 2010 deadline *even though they have not yet been notified about acceptance into the Paramedic Program*.

4. **Approximate Costs:** Paramedic students must be prepared to pay additional fees that may be required by the Central Coast Paramedic Program, National Registry exam, and local EMS authority. Approximate costs associated with this program are listed. These costs are only an estimate and are subject to change:

**CENTRAL COAST PARAMEDIC PROGRAM Estimated Cost Per Semester**  
(Tuition subject to range per state guidelines - approximate pricing)

ITEM	COST: (approximate)
<b>Fall semester: EMS 106 (14 credits)</b>	
Cuesta College Registration (\$26/credit)	\$364.00
Parking	20.00
Health fee	17.00
Student Center	10.00
ASCC Student ID Card fee	10.00
Student Representation fee	1.00
Textbooks	750.00
Skills Kit Supply Fee	200.00
Background Check fee	50.00
Drug Screening	50.00
Physical and Immunizations	200.00
Uniform -	
Shirt	41.00
Pants	50.00
White/blue shirt	15.00
Name tag	8.00
Patch	Included
Boots	79.00 to \$230
Belt	18.00
Scrubs	20.00
Hat	15.00
Sweatshirt	65.00
<b>Spring semester: EMS 107 (6 credits), EMS 108A (1 credit)</b>	
Cuesta College Registration (\$26 x 7 credits)	182.00
Parking	20.00
Health fee	17.00
Student Center	10.00
ASCC Student ID Card fee	10.00
Student Representation fee	1.00
Parking fees at hospital	Varies
FISDAP	80.00
ACLS Cert	10.00
ITLS Cert	10.00
PEPP Cert	10.00
Allan Hancock Registration, ACLS, PEPP, ITLS (3 credits) (\$26 x 3 credits)	78.00
AHC Health fee	17.00
AHC Student Center	3.00
AHC Student Representation Fee	1.00
AHC Parking (\$2.00/day)	14.00
<b>Summer semester: EMS 108B (8 credits)</b>	
Cuesta College Registration (\$26 x 8 credits)	208.00
Parking	7.50
Health fee	11.00
ASCC Student ID Card fee	5.00
Student Representation fee	1.00
Provider Internship Cost (varies)	750.00 to \$1,500
<b>Non Academic Licensure Fees</b>	
National Registry Exam (skills)	175.00 (could be upward \$400)
National Registry Fee	50.00 (could be upward \$100)
California Licensure Fee	180.00
CA fingerprint processing	40.00
Local accreditation (SLO Co.)	200.00
SLO County Paramedic Protocols	10.00
Other recommended purchases:	502.00
Stethoscope      \$30.00-\$125.00      Eye protection/goggles      \$10.00-\$15.00	
EKG calipers      \$10.00      Index cards/file      \$10.00	
Optional books      \$300.00      Journal subscriptions      \$42.00 yearly	



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**PARAMEDIC PROGRAM APPLICATION DEADLINE DATES  
for January 5, 2010 - April 16, 2010**

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**Deadline dates for First Priority applicants: applicants with completed course work and completed work experience:**

**January 5, 2010 - April 16, 2010** Application period. Early submission of application to the Cuesta Admissions and Records Office is recommended.

**April 16, 2010** Due in Cuesta College Admissions and Records; enclosed in one envelope if possible:

- A completed Paramedic application.
- Verification of completed work experience **OR** official sealed transcript showing completion of a Community College Emergency Medical Services Academy within the past **2 years. Only hours within the past two years will be counted as work verification.** Fire Academy *does not* meet this criteria.
- Copy of current EMT certification.
- Copy of current Healthcare Provider or Professional Rescuer CPR certification.
- Official sealed college transcripts for required prerequisite courses, **if attending a college other than Cuesta**, or documented equivalency of the courses.
- Official high school transcript with degree posted or official GED report.

**Deadline dates for Second Priority applicants: applicants with prerequisite course work in progress and/or work experience in progress.**

**January 5, 2010 - April 16, 2010** Application period. Early submission of application to the Cuesta Admissions and Records Office is recommended.

**April 16, 2010** Due in Cuesta College Admissions and Records; enclosed in one envelope if possible:

- A completed Paramedic application.
- Verification of work experience in progress. **Only hours within the past two years will be counted as work verification.**
- Copy of current EMT certification.
- Copy of current Healthcare Provider or Professional Rescuer CPR certification.
- Official sealed college transcripts for required prerequisite course work, **if attending a college other than Cuesta** or submit a current **in-progress grade** for spring semester course(s). Download the **In-progress Grade Report** form from the Cuesta *website*: [www.cuestanursing.org](http://www.cuestanursing.org), link "programs", link "paramedic", link "in-progress grade report" form.
- Official high school transcript with degree posted or official GED report.

**May 31, 2010**

- Prerequisite course work must be completed.

**June 1, 2010**

- Final work experience verification due or proof of completion of a Community College Emergency Medical Services Academy. Fire Academy *does not* meet this criteria.
- Unofficial grade(s) on college letterhead with instructor's signature for spring semester course(s)

**July 1, 2010**

- Official sealed transcripts for spring semester course(s).

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**All paper work must be postmarked by the deadline dates and mailed to:**

**Director or Admissions & Records  
c/o Paramedic Application  
Cuesta College  
P.O. Box 8106  
San Luis Obispo, CA 93403-8106**



<b>4. If you have completed an Emergency Medical Services Academy, provide the following information, official transcript:</b>			
College/Program	City	State	Dates Attended
<b>5. EMT Certification - provide the following information and attach a copy of your current card:</b>			
Program	City	State	Dates
<b>6. CPR Certification - provide the following information and attach a copy of your current card:</b>			
Program	City	State	Dates
<p><b>7. I understand that I am responsible to provide the following documents by the application due date:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> official sealed transcripts for course work taken at colleges other than Cuesta, showing completion of the prerequisite courses;</li> <li><input type="checkbox"/> course equivalency evaluation by a Cuesta College counselor;</li> <li><input type="checkbox"/> official sealed high school transcript with degree posted or official GED report;</li> <li><input type="checkbox"/> work experience verification documentation;</li> <li><input type="checkbox"/> copy of current EMT certification;</li> <li><input type="checkbox"/> copy of current Healthcare Provider or Professional Rescuer CPR certification.</li> </ul> <p>I understand it is my responsibility to verify that all documents have been received.</p> <p>Signature: _____ Date: _____</p>			
<p><b>8. The final responsibility for the completeness and accuracy of the Paramedic application rests with the applicant. I hereby state that the information contained in this application is true, accurate, and complete. I understand that the submission of any false, fraudulent or forged statement, document(s) or other matter in connection with this application is grounds for dismissal from the Paramedic Program. I authorize Cuesta College or its agents to obtain from my work experience supervisors, any information necessary for determining my qualifications for enrollment in the Paramedic Program.</b></p> <p>Signature: _____ Date: _____</p>			
<p><b>Mail application to: Director of Admissions &amp; Records, c/o Paramedic Application, Cuesta College, P.O. Box 8106, San Luis Obispo, CA 93403-8106</b></p>			

**CUESTA COLLEGE  
CENTRAL COAST PARAMEDIC PROGRAM**

**FACT SHEET FOR THE CENTRAL COAST PARAMEDIC PROGRAM (CCPP)**

- Students are admitted in the fall semester.
- Due to the rigor of the program, students entering this program are advised to discontinue outside employment, or limit work to no more than 20 hours of outside work per week.
- Salaries for entry-level paramedics in the State of California ranges from \$30,000 - \$45,000 per year plus benefits for full time to start; \$18.00-\$37.00/hour for part time.
- After prerequisites are completed, the CCPP is three semesters, including summer. Clinical rotations are scheduled during early morning, evening and weekend shifts all over San Luis Obispo and Santa Barbara Counties.
- The internship phase begins during the final spring semester/summer session, and students are assigned to contracted EMS providers in the San Luis Obispo, Fresno, Tulare, Kern/Bakersfield, and Santa Barbara Counties.

**NECESSARY FOR SUCCESS IN THE CCPP**

The student must:

- Be clean and sober from all drugs and alcohol. Pass background check and drug screen.
- Possess a stable level of physical and mental health which enables the student to care for patients in the clinical setting; be capable of independently lifting at least 50 pounds repetitively.
- Speak, read, and write the English language fluently and proficiently at college level. Completion or Equivalency of English 156 with a grade of "C" or better is required. Professional use of medical terminology and correct spelling are expected during the program.
- Plan reliable transportation for class and clinical internship assignments. Internships in the final semester may be throughout the State of California. There are times when carpools will not work.

**STEPS THAT ENHANCE SUCCESS IN THE CCPP**

This information is intended as a resource for prospective students considering a career in paramedics and entering the CCPP of Cuesta and Allan Hancock Colleges.

The student should:

- Enroll in the Cuesta summer session class EMS 105 Paramedic Preparatory course to prepare for paramedic training.
- Meet with a Cuesta Academic Counselor from the Counseling Department for advising prior to applying to the program.
- Practice good self-care, stress management, and relaxation skills. A student should have the ability to effectively deal with stressful environments and possess appropriate conflict resolution skills.
- Complete Math 123 (Elementary Algebra) or a higher level Math with a grade of "C" or better. Proficiency in math is necessary for medication administration.
- Possess ability to do measurement conversion and math for safe medication administration.
- Continue to explore and utilize available campus support services including: Counseling, Career Transfer Center, Re-Entry Program, Study and Tutorial Skills, Academic Skills, Library, Health Center, and Financial Aid.
- Demonstrate strong critical thinking skills with the ability to make critical decisions while multitasking.
- Possess good organization, time management, multitasking, and priority setting skills.
- Establish a strong support system and effective coping skills.
- Possess good computer skills. Access to the internet is required.