

Application Planning Guide for Paramedic Program (068B)

Paramedic Planning Guide for Fall 2020 start:

- ✓ Paramedic Applications due by June 1, 2020
- ✓ Selective Admission for Fall (August) start SWIC Belleville campus
- ✓ Notification of acceptance into program by July 2020
- ✓ No waiting lists carried over from previous years; application required each year
- ✓ Transcripts noting completion of BIOL 105 (Grade of “C” or better required), proof of IL EMT license and CPR certification at the Healthcare Provider level **MUST** be submitted to college by June 1, 2020.
- ✓ Apply online through e-STORM at the bottom of the Student Center

Please remember that **all communication regarding the Paramedic application will be sent to your student.swic.edu email account.**

Section A – Overview of Requirements & Due Dates

Applicants must submit the following to the Enrollment Services Office by noted deadlines, unless the application period has been extended.

Deadlines for all Paperwork: June 1, 2020

✓ **Paramedic Application**

Applications are available online and must be submitted between March 1, 2020 to June 1, 2020 to apply for the Fall 2020 semester start. Applications are available for online submission in the eSTORM Student Center. Hard copies are available in the Enrollment Services Office during the application period. Completed hard copies are submitted to the Enrollment Services Office.

✓ **Complete Course Placement Assessment test** to assess reading, writing and math skills must be on file. Student's results must indicate student is eligible to enroll in ENG 101 & MATH 94 or above.

- ❖ For the Fall 2020 admission, complete the Course Placement test no later than December 2019.
- ❖ To schedule the Course Placement Testing, call: Belleville Campus 618-235-2700, ext. 5551, Red Bud Campus 618-282-6682, ext. 8134, or Sam Wolf Granite City campus 618-931-0600, ext. 7364.
- ❖ Prepare to take the Course Placement Test before you take the test. Review sample reading, writing, and math materials at swic.edu/students/services/enrollment-services/admissions/swic-placement-exam/.
- ❖ If your Course Placement Test results are not sufficient to allow enrollment in ENG 101/MATH 94 or above, meet with an Academic Advisor to determine the courses you need to complete.
- ❖ If you have transferred general education courses from another college/university to SWIC, call 235-2700, ext. 5542/5548 to discuss if a Course Placement Test is required.

✓ **Transcripts documenting grades for BIOL 105**

BIOL 105 must have been completed within 10 years preceding June 1, 2020. Course must have a grade of "C" or better.

- ❖ Most recent grades of listed courses are used to determine points earned.
- ❖ If you have attended other colleges, universities, or EMS programs, contact the institution(s) attended to request official transcripts be sent directly to SWIC. There may be a fee for this service.
- ❖ After requesting the transcripts be sent to SWIC Enrollment Services, log into [eSTORM](#) and select the Transfer Credit Evaluation link found in [other academic...](#) dropdown under Academics in your Student Center. Complete and submit this form as early as possible before the June 1st (Fall admission) deadline to have the transcript reviewed for potential course credit.

✓ **CPR Certification and EMT license**

- ❖ Submit copy of current Illinois EMT license.
- ❖ Provide proof of current CPR certification at the Healthcare Provider level.
- ❖ Letter from employer documenting applicant has ride time of 500 - 1,000 hours on an ambulance not required, but applicant will earn more points on the application.

✓ **Pre-Paramedic Admission Exam Results**

- ❖ To complete the Pre-Paramedic admission exam, call for an appointment at any of the SWIC Testing Centers: Belleville – 618-235-2700, ext. 5551; Granite City- 618-235-2700, ext. 7364; or Red Bud 618-235-2700, ext. 8134. Minimum score of 60% required.
- ❖ Students have two attempts to earn minimum score.
- ❖ Recommend use of study guides before taking exam. Study guide are available online at swic.edu/academics/career-degrees/emergency-services/paramedic/pre-paramedic-admission-exam/.

Section B – Prerequisites to Application

DUE Date for Fall 2020 admission is June 1, 2020. Documents required by due date include: transcript noting completion of BIOL 105, proof of IL EMT license and CPR certification at the Healthcare Provider level. BIOL 105 may be completed in the summer semester with extension of the application period.

REQUIRED DOCUMENTATION

Entity/State	Number	issue Date	Expiration Date
IL EMT Licensure _____ Must include a copy of current EMT licensure	_____	_____	_____
CPR Certification _____ Must include a copy of current CPR certification at healthcare provider level.	_____	_____	_____

PREREQUISITE COURSE

On the application, you will document the most recent grade earned for BIOL 105. If currently enrolled, you will enter "CE" for "Grade(s) Earned". The Points key from the application is pictured below. You can use this to calculate the points you will earn for completion of BIOL 105 based on your grades. This is how the application will look:

How POINTS are assigned on the application to Prerequisite course:

1. Record the most recent grade for BIOL 105. A minimum grade of "C" is required.
2. Course must have been completed within 10 years of June 1, 2020.
3. Students must submit proof of current IL EMT License & CPR Certification by application deadline.

<u>Course Taken</u>	<u>Institution Completed</u>	<u>Semester/Year Earned</u>	<u>Grade(s) (use key)</u>	<u>Points</u>
<u>Biology</u>	_____	_____	_____	_____/4 pt. max

College courses must = SWIC's BIOL 105 or 157 & 158

Note: Students transferring a Biology course to SWIC from another institution must contact Paramedic Coordinator at 618-235-2700, ext. 5343 or curt.schmittling@swic.edu by May 1, 2020.

Points Key		
If your grades are:		
Biology 105 Section B	Biology 155 & 156 or 157 & 158 Section B	Points
A	A/A	4.0
	A/B or B/A	3.5
B	B/B or A/C	3.0
	B/C or C/B	2.5
C	C/C	2.0

Total Points Section B: _____/4 pt. max

Suggestions for increasing points earned in Prerequisites Section:

- All components of this section must be completed to be considered.
- Complete prerequisite course and get transcripts submitted by deadlines.
- The higher the grade earned in this prerequisite course, the more points are generated on the application.
- The most recent grades are utilized, so if the most recent course has a low grade, consider re-taking the course. **See Financial Aid box in section E.**

Section C – Pre-Paramedic Admission Exam

Students earn points in this section based on results of the Pre-Paramedic Admission Exam. **A minimum grade of 60% is required.** Contact the Belleville Testing Center at 235-2700 ext. 5551 to schedule the exam. Study guides are available online at swic.edu/academics/career-degrees/emergency-services/paramedic/pre-paramedic-admission-exam/.

How POINTS are assigned on the application to Pre-paramedic exam:

Points Key		
If your most recent scores are:		
Pre-Paramedic Admission Exam Score Section C		Then your points for each area will be:
EMT	Math	
≥80%	≥77%	4
70%-79.9%	67%-76.9%	2
60%-69.9%	60%-66.9%	1

	<u>Score</u>	<u>Points (use key)</u>
EMT	_____	_____ / 4 pts. max
Math	_____	_____ / 4 pts. max

Total Points Section C: _____ / 8 pt. max

Section D- Previous Emergency Medical Experience

Although it is not required to have previous EMS experience, additional points are earned for completed coursework and/or experience in the field, as identified below.

1. **EMS 110** _____ / 4 pt. max
Institution _____ Semester & Yr _____ Grade _____
College courses transfer as = SWIC EMS110; If not taken at a college, no points are awarded

2. **EMS Experience: Only one work experience may be used to earn points.**

EMS Field Experience – Applicants with a minimum of 100 hours can earn points for their working or ride time as an observer. Proof of ride time must be submitted by the employer/supervisor on letterhead. Hours must be documented.

OR _____ / 4 pt. max

ER Experience – Applicants with a minimum of 100 hours as an ER Technician can earn additional points. Proof of hours worked must be submitted by the employer on letterhead.

_____ / 2 pt. max

Refer to the Key below on how points are assigned for work experience and educational experience:

Points Key Section D					
EMS 110		EMS Field Experience		ER Experience	
Grade	Points	Hours	Points	Hours	Points
A	4	500+	4	250+	2
B	3	400-499	3	100-249	1
C	1	250-399	2	<100	0
		100-249	1		
		<100	0		

Total Points Section D: _____ / 8pt. max

Section E - General Education Coursework

You do not have to complete the general education courses listed below before applying to the Paramedic program. Students who have these courses completed may be eligible to earn additional points on the application if they have the required "C" or better and sufficient courses are completed by deadlines. **Official transcripts must be received by June 1, 2020.**

Suggestions for increasing points earned in General Education Section:

A SWIC Course Placement Assessment test is needed to assess readiness for enrollment for many of the courses listed below. For the Fall 2108 admission, complete SWIC Course Placement Assessment no later than December 2019.

This will allow time to get some general education courses completed or developmental coursework, if required.

- Although you do not have to complete all the general education courses prior to applying, you will generate more points by completing as many as possible with a "C" or better.

How POINTS are assigned on the application to General Education Coursework section:

- Record the semester, year and grade for each course you have completed (**the 10-year restriction does not apply**). Please **Note:** Courses with grades of "D" or "F" will not meet graduation requirements.

	Credit Hours	Institution	Course	Semester	Year	Grade	Check box
HRO 100	1	_____	_____	_____	_____	_____	<input type="checkbox"/>
ENG 101	3	_____	_____	_____	_____	_____	<input type="checkbox"/>
PSYC 151	3	_____	_____	_____	_____	_____	<input type="checkbox"/>
SPCH 151 or 155	3	_____	_____	_____	_____	_____	<input type="checkbox"/>
HRO 120	3	_____	_____	_____	_____	_____	<input type="checkbox"/>
PSYC 210 or 270	3	_____	_____	_____	_____	_____	<input type="checkbox"/>
ELECTIVE	—	_____	_____	_____	_____	_____	<input type="checkbox"/>
ELECTIVE	—	_____	_____	_____	_____	_____	<input type="checkbox"/>
ELECTIVE	—	_____	_____	_____	_____	_____	<input type="checkbox"/>
ELECTIVE	—	_____	_____	_____	_____	_____	<input type="checkbox"/>
TOTAL	28						

*A list of approved electives is available at swic.edu/academics/career-degrees/emergency-services/paramedic/associate-applied-science-paramedicine-approved-electives/. Additional courses may be approved by EMS Programs Coordinator Curt Schmittling at 618-235-2700, ext. 5343 or curt.schmittling@swic.edu.

- Add the number of credit hours you have completed **with a grade of "C" or better**. Use the chart below to determine your points for Section E.

≥ 7 credit hours = 1 point

≥ 13 credit hours = 2 points

≥ 19 credit hours = 3 points

≥ 28 credit hours = 4 points

Total Points Section E: _____ /4 pt. max

Financial Aid & Repeating Courses

Although repeating a course could enhance the points earned in a section of the application, course repeatability can adversely affect your financial aid eligibility and you should contact the Financial Aid Office at (618) 235-2700, ext. 5288 to see how repeating this course affects your financial aid eligibility.

Section F - Final Ranking Score: (Total of Sections B + C + D + E)

_____ /24 pts. max

Selection of qualified applicants will be based on a numerical ranking procedure.

Meeting application deadlines is critical to being successful in this process. Read all correspondence from the Enrollment Services Office – they will send notification if something is missing from your file. Please remember that **all communication regarding the status of this application will be sent to your student.swic.edu email account.**

Reminder of deadlines & required supporting documentation:

	Fall 2020 Admission
College Transcripts and Transfer Credit Evaluation Request Form	All paperwork is due by: 6/1/2020
Course Placement Assessment Test Score Results	
Proof of Residency - Out-of-District Students must provide Inter-district Cooperative/Career Agreement paperwork for “indistrict” status in this application process	
Pre-Paramedic Admissions Exam	
IL EMT license	
CPR Certification – Healthcare Provider level	
Letter from Employer/Supervisor to validate EMS field experience (optional)	

For suggestions on how to improve your chance of being accepted:

- ❖ **Review the Paramedic home page at swic.edu/academics/career-degrees/emergency-services/paramedic/.**
- ❖ **Follow recommendations on the Planning Guide**
- ❖ **Determine potential points earned from completion of the Paramedic Application Planning Guide and see how close you are to the points required the previous year.**
- ❖ **Need assistance or have questions? Contact Academic Advising, 618-235-2700, ext. 5206 or the coordinator assistant, 618-235-2700, ext. 5355.**

Note: Paramedic students are required to submit to a background check and drug testing. Refer to college catalog for more information.