EMERGENCY MEDICAL TECHNOLOGY (EMT)

GATEWAYCC.EDU/**EMERGENCY-MEDICAL-TECHNOLOGY**

[INFORMATION PACKET]

HEALTH SCIENCES

GATEWAY COMMUNITY COLLEGE
A **MARICOPA** COMMUNITY COLLEGE

MARICOPA COMMUNITY COLLEGES

Your Journey Starts Today!

Dear Future Student,

Welcome to GateWay Community College! We are thrilled that you have chosen to pursue an exciting and fulfilling career in Emergency Medical Services with us. At GWCC, we are dedicated to creating a supportive and enriching learning environment, and we are committed to your success.

Our experienced instructors and program supervisors are here to guide you every step of the way. Whether you are new to the field or bringing prior experience, we ensure that all students have equal opportunities to learn, apply knowledge, and develop the essential skills needed for a successful career in EMS.

Welcome to the GWCC EMT family—we're excited to be part of your educational journey!

Sincerely,

Daniel Davis
Program Supervisor, EMT and Fire Programs
(602) 392-5354
daniel.davis@gatewaycc.edu

Emergency Medical Technology (EMT) Program Webpage:
https://www.gatewaycc.edu/degrees-certificates/emergency-medical-technology

Program Overview

The Certificate of Competency (CCT) in Emergency Medical Technology (EMT) program includes techniques of emergency care, stabilization, and immobilization of a victim`s illness and injuries. Recognition and documentation of signs and symptoms of illness and injury, intervention, and evaluation of the intervention are integrated into the program. Techniques for assessment, administration of oxygen, use of specific immobilization devices, and preparation for transportation are other areas of the program.

EMT students will be challenged daily in class as they learn the crucial skills needed to perform in emergency medicine. The EMT program will take students with minimal to zero medical knowledge and in 20 weeks have them trained and prepared to assist people in their most critical time of need. EMTs are trained to handle events such as heart attacks, strokes, internal bleeding, diabetic problems, and trauma patients.

The Emergency Medical Technology (EMT) program is the first step toward a career in emergency medical services. The techniques taught in the program are in accordance with the state and national curriculum. Successful completion of this program will make students eligible to sit for the National Registry of EMTs certification examination to gain state certification.

Emergency Medical Technology

Are you searching for a service-oriented career where you can save lives? Consider the Emergency Medical Technology program to take the first steps toward a rewarding career as a firefighter or licensed emergency medical technician (EMT). Upon successful completion of this program, you will be prepared for the fire academy, as well as for EMT jobs with ambulance service companies, first responder agencies, fire departments, and hospitals. You will be eligible to sit for the EMT national certification examination and the Arizona certification examination for Hazardous Materials First Responder Operation, which meets the requirements of the Arizona Center for Fire Service Excellence.

Our qualified instructors will introduce you to fire service, wellness and fitness, and hazardous materials. You will also be trained to recognize and handle a range of medical situations — from minor to life-threatening, including learning how to perform cardiopulmonary resuscitation (CPR), automatic external defibrillation, and the procedures for administering oxygen and medication. We will also teach you how to stabilize and transport trauma victims and those suffering a major medical event like a heart attack or stroke.

If you're ready to make a difference as a firefighter or EMT, start your training in the Emergency Medical Technology program today!

Virtual Information Sessions

For detailed information about your program of interest, we encourage you to attend one of our virtual information sessions. Participation is required for some programs and is strongly recommended before enrollment. Attending a session before contacting an advisor is highly recommended.

To register for a virtual information session, visit gatewaycc.edu/virtual-sessions.

Clock Healthcare Advisor

To schedule a meeting with the advisor for the Emergency Medical Technology (EMT) program, please use the online scheduling tool below:

- Self-schedule an appointment with Debra Phillips: Schedule an appointment
- Email Debra Phillips:
  - clock.health.sciences.advising@gatewaycc.edu
  - phillipsdm@gatewaycc.edu

For a complete listing of Enrollment Steps, visit gatewaycc.edu/enroll/clock-enrollment-steps.

Complete Admission Application

If you are new to college or Maricopa Community Colleges, or if you need to reapply, visit gatewaycc.edu/enroll and follow the steps below to complete the admission application:

- **New Students:** Click "Join Now" to create an account.
- **Returning MCCCD Students:** Click "Log In" and enter your MEID and password. If you do not remember your MEID or password, select "Forgot your Username?" and/or "Forgot your Password?" for assistance.

Enter/Verify the Following Information During the Admission Application	
Primary College of Interest	GateWay Community College
Field of Interest	Health Sciences
Primary Reason for Attending	Get a Certificate
Select a Plan	Emergency Medical Technology (EMT) (CER)
Select Expected Start	Select Academic Year

For assistance, please contact Enrollment Services at (602) 286-8200.

Assessment and Placement Information

Student assessment helps us put you in the appropriate college classes in English, math, reading, or English as a Second Language (ESL) so you have a solid start to your educational career. At Maricopa Community Colleges, we use multiple measures like your high school GPA, GED scores, or college entrance exam scores, such as the ACT or SAT. We also provide placement testing through the EdReady online placement tool. And, we have placement information and options if you are a student in the English as a Second Language (ESL) program.

Visit https://www.maricopa.edu/students/assessment-placement for more information.
To reach the Testing and Essential Skills Center visit https://www.gatewaycc.edu/testing, email testing@gatewaycc.edu, or call (602) 286-8160.

Reading Placement (need one of the following)

- High School GPA between 3.0 and 4.0 within the past 10 years
- EdReady Critical Reading Score of 90 or above
    - https://www.gatewaycc.edu/testing
- ACT Reading Score of 22 or higher
- ACCUPLACER Next Gen Reading: 249 or higher
- ACCUPLACER Classic Reading: 92 or higher
- ASSET Reading: 47 or higher
- COMPASS Reading: 91 or higher
- HS GPA: 3.0 or higher
- ACT Reading Score: 22 or higher
- GED Reasoning Through Language Arts Score: 175 or higher
- SAT – Reading & Writing Score:
    - Old Version (Prior to 2016): 860 or higher
    - New Version (2016 - Current): 480 or higher

Request Enrollment

To request enrollment in the EMT program, send an email from your Maricopa Student Email address to: clockenroll@gatewaycc.edu.

Please be sure to include the following in your email:
- EMT program and desired start date
- The funding source you intend to use to pay for your program

Enrollment is based on eligibility, completed documents, and space in the program.

Emergency Medical Technology (EMT)

Uniforms and Professional Appearance

EMT Program uniform shirt (see below for purchasing instructions)
- Navy blue EMS Pants, or Navy Blue Dickies work pants (no scrubs)
- Black leather belt, utility or normal buckle
- Black leather safety-toed boots (steel or composite toed shoe)
- Analog wristwatch with a second hand, NO SMARTWATCHES
- Optional: Program Logoed baseball hat (with the brim facing forward)
- Optional: Program Logoed hooded sweatshirt in black, navy blue, gray or white colors

For uniform shirts, please go to the following Apparel Pro USA website:
http://www.apparelprousa.com/gateway-community-college-fire-science-t-shirts-pc54.html

There are 3 colors to choose from and they are specific to each program. You cannot choose which one you like best.

- **Gray** = EMT class
- **Orange** = West Mec EMT Class
- **Red** = EMS & Fire Prep

Please ensure you are selecting the proper color for your class.

FINANCIAL INFORMATION

Program Costs *

REQUIRED TUITION AND FEES

PROGRAM TUITION AND FEES	Emergency Medical Technology (EMT)
Registration Fee	$ 15.00
Tuition Clock Hour	$ 1,100.00
Course Fees	$ 728.00
TOTAL Tuition & Fees	$ 1,843.00

ADDITIONAL EXPENSES ESTIMATED COST

ADDITIONAL EXPENSES	ESTIMATED COST
Uniform (approx. cost per uniform)	$100.00+

Please note that these are only estimates and may change. Additional fees may apply.

Payment Options

After registering for your classes, you will need to pay your tuition. There is no one-size-fits-all approach, so it's important to understand your options and develop a payment plan that suits your needs.

Key Steps:
- Act early if you need to set up a payment plan.
- Regularly check your Maricopa student email and Student Center for updates on payment balances, due dates, and other important information.

Financial Responsibility: Students are responsible for covering the full program cost, which includes tuition, fees, out-of-pocket expenses, and any additional costs associated with the program. Each student must secure sufficient Agency funding for their tuition and fees and/or establish a payment plan during enrollment.

Payment Process: We recognize that paying for college can involve several steps. Because tuition and fees are due before classes begin, we have provided a list of accepted payment methods.

Important Note: Certification will not be granted until all tuition and fees are paid in full.

For more information on payment options and deadlines, visit: Payment Options

Explore available scholarship opportunities to help fund your education:
- Visit the Maricopa Community Colleges Foundation Scholarships for more information.
- For specific details about scholarships available at GateWay Community College, visit GateWay Scholarships.

What You Should Know About Payment Plans:
- Payment plans are not loans, so no interest or finance charges will apply.
- No credit check is required.
- A down payment is necessary to initiate the plan.
- Payments are divided into manageable installments over a specified period.

Payment Plan Details:
- Contact Student Business Services at (602) 238-4347 or (602) 286-8277 for specific payment plan details as options vary by program.
- A 10% down payment is due 30 days before the program start date.
  - 1 – 6 scheduled payments: Requires a 10% down payment plus a $25 enrollment fee.*
  - 7 – 12 scheduled payments: Requires a 10% down payment plus a $45 enrollment fee.*

Important Information:
- Payment plans must be set up online through your Student Center.
- All payment options require an immediate (same-day) down payment.
- To avoid having your classes dropped, sign up for the payment plan before your tuition due date.

Note: The Nelnet payment plan enrollment fee is non-refundable.

Payment Methods:
- Automatic Bank Payment (ACH): This option involves pre-approved transfers from your checking or savings account, processed on the 5th of each month until your balance is fully paid within your enrollment period.
- Credit Card: Monthly payments are automatically charged to your credit card, processed by American Card Services, Inc., on the 5th of each month until the balance is fully paid within your enrollment period. eCashier registration is available online.

For more information or to pay your tuition and fees, visit: Pay for College.

Your Financial Account

- For your convenience, you can view your financial account activity in your Student Center located at https://www.maricopa.edu/students
- Credit/debit payments can be made online through MCCCD Student Center, in person at Student Business Services Department, or over the phone at (602) 238-4347 or (602) 286-8277
- Cash/check payment can be made in person at the Student Business Services Department (Check website for hours).

Payment Reminders

- Your seat will not be secured until you have verified funding for your program. Failure to secure your seat by your due date may result in a drop from your program for Non-Payment.
- Continued enrollment in the program is contingent upon the ability to secure tuition funding. Students who do not adhere to tuition payment guidelines will be withdrawn from the program.
- Students who are withdrawn prior to the program start date due to failure to comply with tuition payment guidelines will void their seat in class and it will be given to the next student in line who is on the waitlist.

Refund Policy

Students who officially withdraw from classes within the withdrawal deadlines listed below will receive a 100% refund for tuition, course, and registration fees. Deadlines that fall on a weekend or a college holiday will advance to the next college workday except for classes fewer than 10 calendar days in length or as specified by the college. Calendar days include weekdays and weekends. Refer to individual colleges for withdrawal and refund processes. Never attending is not an allowable refund exemption or an excuse of the debt incurred through registration.

Length of Class	Official Withdrawal Deadlines for 100% Refund
1-9 calendar days	Prior to the class start date
10-19 calendar days	1 calendar day including the class start date
20-29 calendar days	2 calendar days including the class start date
30-39 calendar days	3 calendar days including the class start date
40-49 calendar days	4 calendar days including the class start date
50-59 calendar days	5 calendar days including the class start date
60-69 calendar days	6 calendar days including the class start date
70+ calendar days	7 calendar days including the class start date

* Course fees will be refunded only if the student qualifies for a 100% refund. Debts owed to any MCCCD college must be satisfied before any refunds are paid to the student. Refunds for students receiving federal financial assistance are subject to federal guidelines. Requests for exceptions to the refund policy must be filed within one year from the semester in which the course was taken.

Visit this webpage for additional information:
https://www.maricopa.edu/students/tuition-payment-information/student-refunds

How to Obtain a Refund

When dropping classes, you must officially do so during the refund period to be eligible for a refund. You can do this online using your Online Student Center or in person at your college's Admissions, Records, and Registration office.

Once you have officially dropped from your classes, and if you are eligible for a refund, you must contact Student Business Services at your college to receive your refund.

Student Business Service processes all refunds. All refunds of cash, check, and checking/saving payment plan payments are issued through the Maricopa Student Refund Program (MSRP). No refunds of cash are available. Refunds of credit card payments will be made only to the credit card on which the original payment was processed.

To ensure you receive your refund as quickly as possible, make sure your current address is correct, and update it if necessary in your Student Center in the Personal Information section.

Click this link for additional information:
https://www.maricopa.edu/students/tuition-payment-information/student-refunds

Disability Resources

Students with disabilities who believe that they may need accommodations in a class or program must contact the Disability Resource Center (DRC) at Gateway at (602) 286-8171. The Director of Disability Resources, Learning, & Testing Services is responsible for determining a student's eligibility for services and will notify the faculty in writing of the accommodations requested. During the first class session, faculty members shall announce that students may meet with them during office hours if they need special accommodations for a disability. If you have a question or concern, please contact the DRC.

gatewaycc.edu/disability-resources | email: disability.services@gatewaycc.edu | 602-286-8171

Medical Marijuana Policy

Maricopa Community Colleges prohibit the possession and use of marijuana on all campuses and in all off-campus student activities, including clinical externship and clinical learning experiences in health programs. This policy is dictated by Arizona Revised Statutes § 15-108, which prohibits any person, including a medical marijuana cardholder, from possessing or using marijuana on the campus of any public university, college, community college, or post-secondary education institution. Federal legislation prohibits any institution of higher education that receives federal funding from allowing the possession and use of marijuana.

Maricopa Community Colleges receive federal funds through grants and financial aid. Maricopa Community Colleges continue to enforce current policies regarding controlled substances and any student or employee who violates university policy prohibiting the use or possession of illegal drugs on campus or in student activities - including educational externship - will be subject to disciplinary action and criminal prosecution.

Nondiscrimination Policy

The Maricopa County Community College District does not discriminate based on race, religion, color, national origin, sex, handicap/disability, sexual orientation, age, or Vietnam-era/disabled Veteran status in employment or in the application, admission, participation, access, and treatment of persons in instructional or employment programs and activities.

Notice

GateWay Community College reserves the right to change, without notice, any materials, pricing, information, curriculum requirements, and regulations stated in this publication