

Admissions Requirements for the Central DuPage Hospital Paramedic Program Spring 2025



Please read this entire packet carefully and retain for your records

Paramedic I-II-III Fire 2278-2279-2280

THIS PACKET IS ONLY FOR STUDENTS INTERESTED IN
NORTHWESTERN CENTRAL DUPAGE HOSPITAL

Beginning Spring 2025 through Fall 2025

Application deadline:

August 25, 2024 at 3 p.m.

Classes, Clinicals, and Internships run January 2025 through December 2025

PLEASE MAINTAIN A PERSONAL COPY OF THIS PACKET FOR FUTURE REFERENCE

Note: Students are not accepted into this program until they have received an official acceptance letter from Central DuPage Hospital EMSS. Completion of Health Requirements, CPR completion, criminal background checks, and proof of insurance is an independent activity to prepare for entrance into health programs at College of DuPage and/or participation in clinical sites within health programs. Funds paid to Edward Corporate Health or to a personal health care provider/source, [CastleBranch.com](https://www.castlebranch.com), insurance companies, and funds used towards CPR completion are not eligible for any sort of refund from College of DuPage if the required course is not successfully completed.

PROGRAM OVERVIEW

College of DuPage (COD) offers Paramedic training through Central DuPage Hospital, Edward Hospital, Good Samaritan Hospital and Loyola University Medical Center Emergency Medical Services System (EMSS). These Paramedic training programs are currently utilizing the U.S. Department of Transportation's National Curriculum as required by the Illinois Department of Public Health (IDPH) for those interested in attaining Paramedic certification. EMSS is a hospital-based program for the delivery of pre-hospital stabilization of ill and injured patients.

The hospitals have been designated Emergency Medical Services System resource hospitals by the State of Illinois. This designation specifies certain responsibilities in the delivery of pre-hospital care. Among these are the training and education of Paramedic personnel. Central DuPage Hospital's Paramedic program starts in January of each year and is one year in length. Registration is through College of DuPage with classes and clinical rotations held at the hospital.

PROGRAM INFORMATION DISCLAIMER

This program information packet is published for that purpose; however, the information in this packet is not to be regarded as an irrevocable contract between the student and the program. The program reserves the right to change, at any time, without notice, requirements, fees and other charges, curriculum, course structure and content, and other such matters as may be within its control, notwithstanding any information set forth in the program information packet in accordance with the COD policies and procedures.

PROGRAM & COURSE DESCRIPTION

The Paramedic Certificate Program is composed of three courses. The [certificate requirements](#) and [course descriptions](#) for the Paramedic program can be found in the Course Catalog under the Fire Science discipline.

ATTENDANCE

Class attendance is **mandatory**. Students are expected to arrive at class on time and not leave early. Unexpected or unforeseen circumstances can be discussed with the Program Director. Students who know in advance that they are going to be late or miss classes must notify their instructor. Paramedic program students can miss only a certain number of classes to still be eligible to sit for certification/licensing exams. Students must also maintain an 80% on each exam, practical, and clinical rotation to remain in the Paramedic program.

TEXTBOOKS

Books will be discussed at orientation. Students will be required to purchase books prior to the first day of class. In addition to the textbook, there will be several online learning tools utilized both in the classroom and independently. In the best interest of the student, the recommendation is for each student to have the ability to bring their own computer, laptop, or tablet with wireless capabilities into the classroom.

UNIFORM POLICY

Central DuPage Paramedic Program requires the student to wear the issued "CDHEMSS Paramedic Program" polo shirt, which will be purchased, by the student the first week of class. The approved classroom attire will be the polo shirt, navy blue duty pants and black duty boots or shoes.

TUITION/FEES/FINANCIAL AID

The paramedic program consists of 36 semester hours of college credit at the [prevailing tuition rate](#). In addition to the tuition, there will be a non-refundable lab fee payable to Central DuPage Hospital. This will be discussed at orientation. The College of DuPage payment policy states payment will be due immediately following registration. If the student is unable to pay the entire amount, you must sign up for the payment plan offered by the college. If you are expecting financial aid or other assistance, you may be able to sign up for a deferred payment plan. If you have questions regarding the payment plan or the payment policy, please contact the Cashier's office at (630) 942-2206. The College of DuPage reserves the right to drop students for non-payment of tuition.

Financial Aid is available to any eligible student enrolled in the college for six or more eligible credits. Grants, loans, on-campus employment, veteran's grants and scholarships are aid options available to help students meet their education expenses. If you are planning to apply for financial aid and have not already done so, please [visit our website](#) or contact

the Financial Aid office (SSC 2220) at (630) 942-2251. It can take 6-8 weeks for processing, so if you have not already completed your [FAFSA form](#), you may need to sign up for the standard payment plan and be reimbursed once your financial aid is processed.

If you are a veteran and are planning to use veteran's benefits, please [visit our website](#) and the [United States Department of Veteran's Affairs](#)

If a company will be paying for your tuition or you have a chargeback agreement from another community college, please [download our Third Party Billing/Chargeback form](#) or speak with a representative at (630) 942-2377.

Students enrolled in the Paramedic program needing to verify full-time status (medical or insurance) are considered full time students. To receive a letter stating full-time status, visit the Records office (SRC 2015). A request form needs to be completed. There is a \$5 processing fee for this request, payable by cash or check. This request takes five to 10 days to process. For additional questions, call (630) 942-2431 or (630) 942-3022.

Once accepted into the program, the student should expect the following costs to be incurred for the year:

- Tuition over the 3 semesters (at the prevailing COD rate)
- \$500 lab fee (this fee covers the online testing platform, the online skills tracking platform, 1 uniform polo, labs supplies and equipment fee)
- Uniform costs- the student may wish to purchase extra uniform polo's or a uniform sweatshirt. Duty pants and duty boots are mandatory
- The student is encouraged to bring their own laptop/tablet to class for both note-taking and test taking
- Paramedic program book
- National exam fee (paid upon completion of the class, to the National testing facility)

NON-DISCRIMINATION STATEMENT

Both the Central DuPage Hospital (CDH) and the College of DuPage (COD) prohibits discrimination in its admissions, employment, and educational programs or activities on the basis of race, color, sex, religion, creed, national origin, age, ancestry, marital status, sexual orientation, gender identity and expression, arrest record, military status or unfavorable military discharge, citizenship status, or physical or mental disability. CDH and COD will protect an individual's right to express their viewpoint or opinion, so long as it does not violate State or Federal law and is not detrimental to CDH or COD.

This Policy against discrimination applies throughout all Hospital (CDH) and College (COD) environments, whether on campus, at work assignments off campus, at Hospital or College-sponsored social functions, or otherwise.

Procedures to facilitate the Hospital's prohibition of discrimination will be promulgated consistent with the Policy. (NM Policy #NMHC HR 04.0023 or #NMHC HR 04.0024) Procedures to facilitate the College's prohibition of discrimination will be promulgated consistent with the Policy. (Board Policy 20-5).

STUDENT E-MAIL POLICY

College of DuPage will send all official communications to you through your official COD email (dupage.edu). You will no longer be able to use a preferred email account. You do have the option to forward these communications to a personal email account if you wish.

Check out your COD email to get the message about:

- Official COD communications
- Financial aid communications
- Petition to graduate
- Transfer credit evaluation
- Prerequisite proof Sensitive
- FERPA-related communications
- Transcript order Important messages from instructors

https://cod.edu/student_life/resources/information_technology/email/email-policy.aspx

PROGRAM PREREQUISITES

Required: Illinois licensed Emergency Medical Technician (EMT) and acceptance into the paramedic program. FIRE 2271 with a grade of B or better or equivalent. **Preferred/Not Required:** ANAT 1500 with a grade of C or better or equivalent, HLTHS 1110 with a grade of C or better, or equivalent and ENGLI 1101 with a grade of C or better, or equivalent or consent of instructor.(see statement on page #8).

CRIMINAL BACKGROUND CHECK INFORMATION

All health care workers and student health care workers are required to undergo a criminal background check in order to work in a clinical setting. A student with a positive background check containing disqualifying conditions as defined by Federal and State law will not be allowed to enter the clinical portion of the program. A student with a positive background check containing disqualifying conditions as defined by Illinois State Law ([225ILCS46/25](#)) and 77 Ill Adm. Code 955 Section [955.160](#) will not be allowed to enter the clinical portion of this program, thus preventing the student from obtaining mandated certification and/or licensure.

NOTE: You may have been convicted and not sent to jail. People are often fined or given probation or conditional discharge rather than jail time, but these are still considered convictions. If you are unsure as to whether an arrest resulted in a conviction, contact the county in which you were arrested and speak to a representative in the Circuit Clerk's office, State's Attorney's office or your attorney.

Criminal background checks only need to be completed once accepted into the paramedic program.

MISCELLANEOUS INFORMATION

For additional information about any programs at COD, consult the college *Catalog*, the *Class Schedule*, or visit <http://www.cod.edu/>. For questions specifically concerning the [Paramedic Program](#), contact the Fire Science Program Manager at (630) 942-2107 or fire@cod.edu

POLICY FOR PROFESSIONAL CONDUCT AT CLINICAL SITES

Please visit the EMS/Fire Science Health Requirements Page: <https://www.cod.edu/academics/programs/fire/health-requirements.aspx> for the Professional Conduct Policy.

HEALTH REQUIREMENTS

Once accepted into the Paramedic program, the student will be required to meet the health requirements (including mandatory immunizations) of the program prior to the first day of class. Flu immunization will be required in the fall when it becomes available. Failure or inability to follow health requirement procedures will disqualify the student from participation in the program. **Details to follow once accepted by the program. Please do not complete these requirements until instructed to do so.** Students are responsible for all costs involved. Health insurance is required during the program and may be available through the college.

ACCREDITATION

The Northwestern Central DuPage Hospital Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

To contact CAAHEP:

9355 - 113th St. N, #7709
Seminole, FL 33775
727-210-2350
www.caahep.org

To contact CoAEMSP:

8301 Lakeview Parkway Suite 111-312
Rowlett, TX 75088
214-703-8445
www.coaemsp.org

FUNCTIONAL JOB ANALYSIS/TECHNICAL STANDARDS- PARAMEDIC

Qualifications

To qualify for EMS licensure, an individual must successfully complete a State-approved course and achieve full competency in cognitive, affective, and psychomotor domains. In addition, the individual must achieve a passing score on the National Registry of Emergency Medical Technicians (NREMT) licensure examination.

EMS personnel must be at least 18 years of age. The knowledge, skill, and responsibility required of Paramedics demand a minimum of a high school education or equivalent.

EMS personnel must possess the ability to:

- communicate verbally, in person and via telephone/radio in English
- lift, carry and balance up to 125 pounds (250 pounds with assistance)
- interpret written, oral, and diagnostic instructions
- use good judgment, set priorities, and anticipate issues in high-stress situations
- work effectively in an environment with loud noises, chaos, and flashing lights
- function efficiently throughout a 24-hour shift, including when awoken from sleep
- act calmly under time constraints, managing time effectively
- read and understand English language manuals
- interview patient, family members, and bystanders
- document all relevant information
- communicate effectively with coworkers and hospital staff
- follow and apply oral and written directions
- stay organized and meet deadlines
- demonstrate a desire to care for all people and be culturally competent
- demonstrate ability to focus and provide attention to detail
- recognize an emergency
- apply knowledge in an emergency
- make sound critical-thinking decisions under duress
- maintain self-discipline and emotional stability
- understand the principle of “first do no harm”
- relate to and communicate with diverse clientele of all ages
- remain flexible in ever-changing situations
- uphold ethical standards, morals, and professionalism under pressure
- draw valid conclusions and defend them as necessary
- apply best practices in an unstructured environment
- remain safe and take measures to avoid errors
- be assertive, assume a leadership role, and direct a crew
- understand personal/professional strengths, weaknesses, and limitations
- work efficiently and accurately in time-sensitive situations
- accept accountability for self and crew
- advocate for patients and loved ones
- maintain sound mental, emotional, and physical health

EMS personnel must possess manual dexterity and prove the ability to perform all tasks related to quality patient care. The ability to bend, stoop, and crawl on uneven terrain and ability to withstand varied environmental conditions such as extreme heat, cold, and moisture is vital. The ability to work in low light, confined spaces, and other dangerous environments is required. Paramedics must be able to function in chaotic, noisy environments.

Description of Tasks

- Receives call from dispatcher, responds appropriately to emergency calls, reads maps to use most expeditious route and observes traffic ordinances and regulations.
- Determines nature and extent of illness or injury, takes pulse, blood pressure, visually observes changes in skin color, auscultates breath sounds, makes determination regarding patient status, establishes priority for emergency care, renders appropriate emergency care; administers intravenous medications or fluid replacement.
- Use equipment such as a defibrillator & electrocardiograph; performs endotracheal intubation to open airway and ventilate patient; calculates drug dosages; applies BSI, splints and bandages.
- Assists in lifting, carrying, and transporting patient to ambulance and to a medical facility.
- Reassures patients and bystanders, utilizing therapeutic communication techniques.
- Extricates patient from entrapment, assesses extent of injury, uses prescribed techniques and appliances, radios dispatcher for additional assistance or services, provides light rescue service if required, provides additional emergency care following established protocols.
- Complies with regulations in handling the deceased, notifies authorities, and arranges for protection of property and evidence.
- Determines appropriate facility to which patient will be transported, reports nature and extent of injuries or illness to the facility, asks for direction from hospital physician or ECRN.
- Observes patient in route and administers care as directed by physician or ECRN or according to published protocol.
- Performs detailed/organized patient assessment; determines a clinical impression.
- Applies critical thinking skills; develops and executes care plans; reassess patient and situation.
- Reports verbally and in writing concerning observations about the patient; patient care at the scene and in route to facility; aids emergency staff as required.
- Maintains familiarity/competency with all specialized equipment.
- Replaces supplies, sends used supplies for sterilization, checks all equipment for future readiness, maintains ambulance in operable condition, ensures ambulance cleanliness and orderliness of equipment and supplies, decontaminates vehicle interior, determines vehicle readiness by checking oil, gasoline, water in battery and radiator and tire pressure.
- Performs drug calculations in emergency situations.
- Acts ethically with empathy, integrity, and compassion; maintains confidentiality.
- Behaves consistently in the nature of an adult learner and of a professional healthcare provider.

NOTES TO APPLICANTS:

Completion of the steps of the application process in an organized and complete manner is an example of one's ability to follow directions and to give attention to detail. These abilities are crucial in emergency care of the sick and injured.

In addition, the application process is an exercise that requires meeting deadlines and following through on tasks. Maturity, accountability, and self-motivation are crucial to success in any challenging endeavor, such as this Paramedic program. Please read the application instructions thoroughly and complete the required steps accordingly.

After reading the application in its entirety, ask questions, to ensure that you are considered a top candidate during the selection process.

Finally, please make certain to use personal insight when carefully reading the above lists of abilities and tasks to ensure that you can fully meet program and career expectations. If you have reservations, please talk with the Fire Science Program Manager Ryan Lambert, (630) 942-2107 or lambertr835@cod.edu or college career counselors.

If selected into the Northwestern Central DuPage Hospital Paramedic Education Program, the student will be responsible to: complete mandatory health requirements, apply for a background check, purchase textbooks, pay a lab fee, and obtain uniforms for the program.

If the student successfully completes the Northwestern Central DuPage Hospital Paramedic Education Program, they will be eligible to test for National Registry of EMT's (NREMT) Certification, and upon successful completion, apply for State of Illinois Licensure. The student is responsible for all fees and scheduling associated with these processes.

OCCUPATIONAL RISKS DISCLOSURE

Occupational risks related to the Paramedic profession include infectious disease exposure, assault and battery, accidental injury, lifting injuries, sprains and strains, behavioral health issues, sleep disorders, hazardous materials exposure, hyperthermia and hypothermia, extreme stress, and worsening of chronic health issues. This is not meant to be an all-inclusive list.

CDH PROGRAM PREREQUISITES

To qualify for a position within the Central DuPage Hospital (CDH) Paramedic Education Program, **the applicant must:**

1. Be at least 18 years old
2. Provide a copy of a Current State of Illinois (IDPH) License as an Emergency Medical Technician (or proof of passing the National Registry of EMT's Certification Exam).
3. Provide transcripts from highest level of education completed (high school, associates, bachelors, etc.)
4. Provide a copy of a current Healthcare Provider CPR card
5. Provide a copy of a Health Insurance Card (with **applicants** name listed or proof of insurance document)
6. Provide a copy of a Valid Driver's License
7. Provide proof of military service, if applicable; honorable discharge paperwork required
8. Pass the Entrance Exam by achieving a score equal to or higher than the mean average for the testing group
9. Complete the oral interview process
10. Be offered a seat/position in the program

Submit copies of the above along with the completed application by the application deadline to the designated offices as described in the Application Steps on pages 9-10.

Preferred/ Not Required:

1. Have completed or be enrolled in an Anatomy & Physiology course (COD Anatomy 1500 or equivalent or 1551/1571 **and** 1552/1572) with a grade of 'C' or better within the last 10 years. **(see statement below) ***
2. Have completed or be enrolled in a Biomedical Terminology course (COD HLTHS 1110 or equivalent) with a grade of "C" or better within the last 10 years. **(see statement below) ***

***These previous requirements are preferred for the 2025 program. However, if one or both courses are available during the Spring or Summer 2024 terms, students are strongly encouraged to complete them.**

Note: References (pages 15-16) and background checks may be requested at a later date and are not part of the application submission.

MEDICAL ISSUES, INJURY, ILLNESS, EXPERIENTIAL LEARNING

CDH does **NOT** accept the following during consideration of admissions into the program or as reason to omit certain sections/labs/clinical/field experiences from the students overall requirements:

- Experiential learning/Life experiences
- The transfer in of credits from a previously attended paramedic program
- An “automatic” seat in the program if previously excused for the following:
 - o Pregnancy
 - o Illness
 - o Injury

If a student is excused from the program due to the above, non-academic reasons, the student must submit a new application and sit through all aspects of the admissions process. No automatic seats will be granted to any student or applicant.

PARAMEDIC APPLICATION STEPS:

It is the applicant's responsibility to ensure that all material listed below have been completed and received by 3 pm on August 25, 2024. Please retain a copy of this packet for your records.

- _____ 1. If you have not been admitted to College of DuPage, please complete the **non-refundable \$20 [College of DuPage General Admissions Application](#)** online. **This application is for general admissions to College of DuPage only; it is not an application to the Public Services Fire Science Limited Enrollment Paramedic program.**

- _____ 2. To ensure that all of your eligible credits are evaluated towards the admission requirements, turn in **ALL** official Transcripts from institutions that you have attended. Immediately:
 - a. Submit your official transcript(s) to **College of DuPage, [Office of Student Records](#)**. ***If College of DuPage is the only institution you have attended, you do not need to request official transcripts.***

 - b. Verify receipt of your transcript(s). Log into myACCESS account, click on 'myACCESS for Students', select '**My Profile**'. The receipt status of your transcript will be listed under '**Transcript Institutions**'.

NOTE: If you have an international transcript from high school or college, it must first be evaluated. Please visit the following website <https://www.cod.edu/records/transcript-evaluation.aspx> for details.

- _____ 3. Complete the **non-refundable \$25 [Paramedic Program Limited Enrollment Application](#)** online.
 - Log into [MyAccess](#) for Students
 - Near the bottom of the MyAccess Student Menu/Screen, locate Health Careers Applications
 - Then select Fire Science Applications
 - Agree to Statement of Understanding
 - Confirm Demographic Information
 - Select Paramedic Certificate for the program you are applying for
 - Term: Spring 2025
 - Select Central DuPage Hospital as program
 - Be sure to complete process and submit payment

Once term is selected and application submitted, you may not change the term or program.

If you do not have a credit card, you can purchase a prepaid credit card from your local retailer

4. Scan ALL Documents (no photos please) listed below into a single PDF, and attach to an email to: emsrequirements@cod.edu. DO NOT send links to shared drives such as Google Docs, and DO NOT submit photos. Scan and email as a single PDF by the application deadline of **August 25, 2024 at 3 p.m.**

- Completed **Central DuPage Hospital Application** found on pages 11 through 12 of this packet
- Completed FERPA release form found on page 13 of this packet. This document is **REQUIRED** to process your application and send your information to Central DuPage Hospital.
- Copy of each of the following:
 - State of Illinois EMT license (if pending, proof of passing NREMT exam letter)
 - Current Healthcare Provider CPR Card
 - Health Insurance Card (with applicants name listed or proof of insurance document)
 - Valid Driver's License
 - Provide proof of military service, if applicable; honorable discharge paperwork required

DO NOT submit any transcripts to this office along with your application (see directions in step 2).

Recommendation Forms/Letters are not requested at this time. Those successfully completing the entrance exam will be given direction regarding any recommendation forms/letters.

Your name will be added to the applicant list and forwarded to Central DuPage Hospital. Once testing is completed, Central DuPage Hospital will provide an approved class list to COD. Only students on the approved list will be allowed to register. Approved students will receive an email regarding the registration process to their dupage.edu e-mail address.

NOTE: If you have been accepted into another Paramedic program prior to the application deadline, please e-mail emsrequirements@cod.edu to withdraw your application. You will not receive a refund for the \$25 application fee and this request is asking that you be removed from further considered for any and all programs you have applied for.

*It is the responsibility of the applicant to verify that all items are submitted & completed. Should you have specific questions related to the above items, please contact the paramedic program coordinator listed on page 11.

"All application documents delivered to the College of DuPage pertaining to a paramedic program admissions file become the property of the College of DuPage and will not be returned to applicants. This includes but is not limited to transcripts, letters of recommendation, clinical evaluation forms or outside test reports."

Requests for admission are **not** automatically carried over to the following cycle. Applicants who were not accepted for the cycle in which they originally applied are asked to pay the \$25 non-refundable paramedic program application fee and submit any/all supporting documents as listed on the Admissions Checklist of the Application Packet requirements (if applicable).

CENTRAL DUPAGE HOSPITAL EMSS

Class starts: January 13, 2025

PARAMEDIC EDUCATION PROGRAM INFORMATION

Questions contact: **Tiffani Clausen, Program Director/Lead Instructor, CDH- 630-933-1523**

Please provide the following information and email to: emsrequirements@cod.edu

By 3 pm August 25, 2024.

Please print all information clearly.

Name: _____ Social Security # _____ - _____ - _____ COD Student ID#: _____

Telephone _____ - _____ - _____ Birth date: _____/_____/_____

Email: _____

Military Service: Yes ___ No ___ Branch of Service: _____

Have you ever been convicted of a crime? Yes ___ No ___

If yes, give details:

EMT-B Education: List program attended including date, course site.

EMT-B EXPERIENCE: (Describe and include time involved)

Have you **applied** to a paramedic education program before? Yes ___ No ___

If yes, when? _____ Where? _____

Have you ever **attended** a paramedic education program before? Yes ___ No ___

If yes, when? _____ Where? _____

Describe why you left:

Other related medical experience (Red Cross, Military, hospital, ambulance, etc.)

WRITTEN EXAM: Saturday September 21, 2024 at 1:00pm local time at Central DuPage Hospital. Late arrivals will not be permitted. Check in will begin no earlier than 12:15pm local time. Plan travel, parking, screening, and walking to the auditorium accordingly.

Candidates will enter the **MAIN ENTRANCE (not the ER or Outpatient Services- the door between the two is the Main Entrance)**, go through screening, and then be directed to the right to the auditorium.

Candidates are to come prepared for the test with at least (2) #2 pencils, Photo ID, and not be wearing any type of hat. All candidates are to wear their own surgical mask, cloth masks are not permitted. If you do not have a surgical mask, one will be provided to you prior to entry.

The entrance Exam will be graded and the mean score will be taken from the results. To be granted an interview, your entrance exam score must meet the mean score or above.

I hereby affirm and declare that the information supplied in this entire application package is true. I acknowledge that any intentional false information will result in the termination of my application at Central DuPage Paramedic Program.

Signature Date

Printed Name

Keep a copy of this entire form for your records and for reference.

**College of DuPage
Paramedic Program Application
FERPA Release Form**

College of DuPage, in compliance with the Family Educational Rights and Privacy Act (FERPA), is required to protect the privacy of student education Records the College cannot disclose non-directory or personally identifiable information to a third party without the student's written consent.

I hereby authorize College of DuPage to notify the partner hospitals i.e. Advocate Good Samaritan Hospital, Central DuPage Hospital/Cadence Health, Edward Hospital, or Loyola University Medical Center, of my intent to pursue the paramedic program indicated above, and upon my application, to release details of my educational records for the purpose of admission consideration. Educational records may include, but are not limited to, College of DuPage transcripts and transcripts from previously attended institutions.

Student Name (Please Print)

COD ID Number

Student Signature

Date

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**College of DuPage Paramedic Program
 Applicant Recommendation Form
DO NOT SUBMIT UNTIL REQUESTED OR INSTRUCTED TO SUBMIT**

Section A: Must Be Completed By Applicant

Paramedic Program applying to: _____

Applicant's Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Applicant's E-mail Address: _____

The Family Educational Rights and Privacy Act (PL 93-380) allows a candidate to waive his/her rights of access to recommendations written on his/her behalf if the recommendation is used solely for the purpose of admission. You are not required to waive access. Under the legislation, you have the option of signing a waiver.

Check one and sign: _____ I waive my right of access to this recommendation

_____ I do not waive my right of access to this recommendation

Applicant's Signature: _____

Section B: Must be completed by applicant's instructor or employer. Please proceed only if Section A has been completed and signed by the applicant.

The above individual is applying for admission into one of the College of DuPage Paramedic Programs. **Recommendation forms completed by friends or relatives of the applicant are unacceptable.** Please rate the applicant on the following characteristics by checking the appropriate boxes.

	4	3	2	1	0
	Excellent	Good	Fair	Poor	Unable to Assess
Academic Ability					
Clinical Ability					
Oral & Written Language Skills					
Maturity/Respect for Others					
Motivation					
Dependability					
Punctuality					
Critical Thinking					
Kinesthetic Awareness					
Leadership					
Attention to Detail					

How long have you known the applicant? _____

What is your relationship to the applicant? (i.e. instructor, clinical supervisor) _____

List two (2) of the applicant's strengths and describe:

List a weakness of the applicant and describe:

Name of person completing this form: _____

Date: _____

Signature: _____

Title: _____

Institution or Facility: _____

Address: _____

Phone: _____

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