



LAWRENCEVILLE | ALPHARETTA-NORTH FULTON

Alpharetta-North Fulton Campus Only
EMS Professions Diploma Application Instructions
File Completion Application Deadline
June 1, 2017 for Fall 2017 Cohort

- Step 1:** Print the attached **EMS Professions Diploma Application Form**. Read the instructions and application requirements carefully.
- Step 2:** Review your Gwinnett Tech Transcript to confirm that all prerequisites are accurately reflected.
- To review & print your Gwinnett Tech academic transcript:**
- Log on to www.gtc-web.org
 - Click on “Student/Faculty Secure Area”
 - User ID: Enter your student ID or social security number (without hyphens)
 - PIN: Enter your birth date in 6-digit format (MMDDYY).
 - Click on “Student Services and Financial Aid”
 - Click on “Student Records”
 - Click on “Academic Transcript”
 - Click on “Submit”
- NOTE:** If any pre-requisites have been taken at other institutions and are not reflected on your Gwinnett Tech transcript, please e-mail RegistrarsOffice@GwinnettTech.edu so that any missing prerequisite issues can be corrected well before the Semester Priority Application Deadline.
- Step 3:** Complete the **EMS Professions Diploma Application Form** with all required information. Be sure to attach a copy of your current **Gwinnett Tech transcript** you have printed from www.gtc-web.org.
- Step 4:** Submit completed application packet to the Healthcare Enrollment Team in Building 100 or on the Alpharetta-North Fulton campus, no later than the File Completion Application Deadline. Incomplete application packets will not be accepted.

Alpharetta-North Fulton Campus Only

Gwinnett Technical College

**EMS Professions Diploma Competitive Selection Application
File Completion Application Deadline**

Application Deadline: June 1, 2017 for Fall 2017 Cohort

Please complete the Competitive Selection Application and attach all required documents.
No applicant packets will be accepted after the Admissions application deadline date.
Documents must be submitted as a complete packet and may not be submitted individually.

Applicant Information			
Student ID #:	_____ - _____ - _____		Date Submitted: ____ / ____ / ____
Full Name:			
	<i>Last</i>	<i>First</i>	<i>M.I.</i>
Address:			
	<i>Street Address</i>		<i>Apartment/Unit #</i>
	<i>City</i>	<i>State</i>	<i>ZIP Code</i>
Home Phone:	(_____) _____ - _____	Cell Phone:	(_____) _____ - _____
E-mail Address:			

Student must be currently enrolled or admitted to the Healthcare Assistant certificate pursuing admission to the EMS Professions Diploma program.

	YES	NO	N/A
1. Have you submitted an official transcript to Admissions from all colleges previously attended?			
2. Have you attached one of the following requirements to be considered for the Advanced EMT courses: Current NREMT Certification OR Current GA EMT License			

For staff use only

Student is in good academic standing.	All prerequisite courses complete with minimum grade of "C".
Student has an active admissions file.	Student has in-progress courses
All previous transcripts have been received.	# of in progress courses
Student has attached current NREMT Certification	Student has attached current GA EMT License

Alpharetta-North Fulton Campus Only

Gwinnett Technical College

EMS Professions Diploma Competitive Selection Application

The EMS Professions Diploma program requires the following courses to be completed or “in-progress” by the Semester Priority prerequisite deadline. Each course must be completed with a minimum grade of “C”. Applicants completing all required prerequisites by the Application deadline will be given priority in the selection process. A student may retake a course, however only the most recent attempt will be considered for the prerequisite GPA calculation used in the initial screening process.

Please identify where and when each course was completed, and the letter grade attained. If you repeated a required course, please list information related to the **most recent attempt only**. Gwinnett Tech must have an official transcript on file for each college previously attended. Please view your Gwinnett Tech academic transcript through Self-Service BANNER Web to find the Semester and grades for specific courses completed with Gwinnett Tech.

***Remember to list all prerequisite courses completed. Mark as “in progress” the prerequisite courses you are currently enrolled in for Semester.** Complete the GPA calculation portion of the chart for completed courses only.

Required Course	College Where Completed	Semester Completed*	Letter Grade Earned	Grade Points (Enter appropriate points from key to the right.)	Column A Number of Credit Hours (Add hours from each class and enter total on line below)	Column B Enter Product of last 2 columns (Multiply Grade points by number of credit hours)	Letter Grade Point Key A = 4 B = 3 C = 2
ENGL 1010 or 1101					3		
MATH 1012 or 1111 or 1101					3		
ALHS 1090*					2		
PSYC 1010 or 1101					3		
ALHS 1011* OR					5		
(BIOL 2113* AND					3		
BIOL 2113L* AND					1		
BIOL 2114* AND					3		
BIOL 2114L*)					1		
Total:							

Enter total from Column B	\div	Enter total from Column A	$=$	Cumulative GPA
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*Course must be completed within five years of the competitive program File Completion deadline.

- I understand this application, along with all course information and supporting documents must be received by the Enrollment Support Center in Building 100 or on the Alpharetta-North Fulton campus by the File Completion Application deadline.
- I have attached an unofficial copy of my Gwinnett Technical College transcript which I have printed from www.gtc-web.org and I have confirmed all courses and grades listed above are accurately reflected therein.
- I understand FYES 1000 (unless exempt) must be completed before beginning the program.
- I understand completion of prerequisite courses and meeting other minimum requirements does not guarantee selection to the EMS Professions Diploma program, as there are a limited number of seats available in the occupational and clinical courses. I understand candidate selection is based on a competitive selection process.

Student Signature _____ **Date** _____