



Start Date: _____

Location: _____

Circle One Course: Day or Night

Circle One: Accelerated or Traditional

Building A Strong Foundation for Your EMS Future

Marshfield and Cambridge College

Application for Admission

EMT Basic Program

Instructions: Please type or print neatly in blue or black ink. Upon completion, please return application including application fee of \$250.00 (check or money order) to: EMS Academy, 864 Plain Street, Suite 2, Marshfield, MA 02050

(Please Print)

Part A. Personal:

First Name MI Last Name

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Mailing Address

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City State Zip code

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Home Phone Cell Phone

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Social Security Number Date of Birth (MM-DD-YYYY)

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EMAIL ADDRESS – Used for communication during the program

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Employer

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Mailing Address

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City State Zip code

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Office Phone Name of Supervisor

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Part B. In Case of Emergency

First Name MI Last Name

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Mailing Address

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City State Zip code

--	--	--

Home Phone Cell Phone

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Part C. Withdrawal: Must be *done in writing* sent certified mail. No withdrawals made verbally, by email, or in person will be accepted. Absences from any class will not constitute withdrawal from the program.

Part D. PROGRAM FEE:

Make Check or Money Orders Payable to: **EMS Academy (Mail to 864 Plain Street, Suite 2, Marshfield, MA 02050)**

Total Fee: \$ 1,500.00

Tuition total fee is due in full by the first day of class unless financing has been approved. (See attached). The application fee* and the initial deposit** are nonrefundable and MUST accompany the application when applying for a seat in our program. A total of \$ 250.00 is required to reserve and hold your seat.

Application fee: \$-125.00

Initial Deposit: \$-125.00

Seats are filled in the order that deposits are received. It is IMPORTANT you return your application & deposit as soon as possible. Your eBook fee is included in the total fee and is also non-refundable. NREMT Psychomotor and Cognitive Fee(s) are not included. There is a \$175 Fee for the Psychomotor Exam held at EMS Academy payable to EMS Academy. There is a \$80 Fee for the Cognitive Written Exam payable to Pearson-Vue. Once you have your NREMT Certification, you are permitted to submit your MA State Certification Application and Fee payable to the Commonwealth of Massachusetts and this is the responsibility of the student.

Return w/ Application \$ 250.00

Non-financing students: The balance of **\$ 1,250.00** is due on the first night.

Financing students must pay \$ 750.00 on the first night and weekly payments of \$ 250.00 thereafter.

Visa MC American Express Discover

_____ / _____ \$ _____
Card # Expiration date Amount

Signature of Cardholder: _____ Date _____

I, the above-signed person, do state that I am the card holder and do authorize "EMS Academy to charge my credit/debit card to the amount I have so indicated above. I also agree that if withdrawing from the program either voluntary or involuntary, any balance due by me "the student" less any refund due by "EMS Academy" will be charged to my card without notice. I also agree that if I am providing this information on behalf of the student, as so indicated on this application, I will assume all financial responsibility as if I, myself enrolled in this program.

Part E. Pre-Approved - Tuition Financing Agreement:

- 1) EMS Academy offers this option to students as a courtesy. Credit checks ARE NOT required to qualify for Tuition Financing.
- 2) I understand that by applying for financing, I agree to all the following conditions:
 - a. A payment of \$ 250.00 must accompany your application.
 - b. A payment of \$ 750.00 is due the first night of class. Total payments received by the first night of class should equal \$ 1,000.00.
 - c. The second payment of \$ 250.00 is due on first night of week two.
 - d. The third and final payment of \$250.00 is due on the first night of week three.
 - e. Financing fee of \$50.00 is in addition to the regular (non-financed) tuition may be applied if at any point a student is in default.
 - f. Delinquent finance payments will result in holding of class grades until payment is made and students are not permitted to graduate.
 - g. If I fail to make tuition payments, I will pay all EMS Academy-associated costs incurred in the effort to collect the tuition (including but not limited to bank fees, court costs, attorney fees, lost wages, etc.), whether course was completed or not.
1. Upon completion of the EMT program, if tuition has not been paid, I will not have successfully completed the program, and my application for the state exam will not be forwarded until all tuition & fees have been paid in full.

Part F. Refund Policy:

Refund Policy: Full payment is required by the start of the first class. If you withdraw from the program, the financing agreement does not waive this responsibility. Your application fee, initial deposit, CPR certification fee and any eBook fees are non-refundable.

1. A student will receive:
 - a. 100% refund up to 14 days prior to the start of lesson #1, less fees**
 - b. 50% refund if the student withdraws 7 days prior to the start of lesson #1 as described above, less fees**
 - c. **No refunds once the program has begun**

Financing students: EMS Academy's approval for you to finance your tuition does not waive your responsibility of paying in full should you withdraw from the program. The tuition is due by the first lesson for ALL students and only those approved for financing may make payments beyond the first night. **If you withdraw from the program at any time, you are no longer considered to be a financing student, and your balance becomes due in full immediately.** The refund policy is the same for the financing student as it is for the non-financing student.

Part G. Affirmation:

I certify that the information provided in this application is correct and complete. I understand that omission or falsification of information is grounds for exclusion and dismissal. If accepted into the program, I agree to meet all entrance requirements and to abide by the letter and spirit of the rules, regulations, and procedures of EMS Academy.

By signing below, I acknowledge that I have read this application in its entirety and understand and agree to meet all requirements as described in this document.

Student Signature: _____ Date: _____