

CHECKLIST FOR TESTING

COURSE #: _____ LEVEL: _____

The following paperwork needs to be completed before test date(s):

- 1. Course completion letter that includes the following information:
 - Course number
 - Course level and type
 - Course instructor name
 - Course instructor number
 - Course location
 - Alphabetical listing of students
 - Note that students passed all course requirements
- 2. Course Completion Form
- 3. Completed Student Applications
- 4. Current CPR certification
- 5. Testing Fees

For ETT/EMT courses: (same as above with the following)

- ETT Roster (only for ETT Courses)
- Course Completion Form

For EMT-II/III courses: (same as above with the following)

- Completed patient contact form (must be completed before the first day of class)
- Completed IV stick form
- Physician sponsor letter or application signed

For Comity/Reciprocity:

- Application
- \$25 Fee
- Copy of current certification (NREMT/state)
- Copy of current BLS card
- For EMT II/III candidates:
 - Physician sponsor letter
 - Written Exam
 - Skills Exam