

## **Registration Procedures:**

Registration opens approximately two months before class starts.

You may hold a spot in the class with:

- a deposit equal to 25% of the total tuition
- a completed Course Application
- a signed Refund Policy.

**Outstanding documents and remaining tuition must be paid no later than the last day of registration.**

## **Acceptance Requirements – Student Check List:**

**Cadets will not be accepted until the following documents are submitted, approved and full payment is received no later than the last day of registration.**

### **EMT Basic Course**

\_\_\_\_\_ 18 years of age by the first day of internships. Exceptions can be made for high school cadets in the CTE Program. Contact the TFA Course Coordinator.

\_\_\_\_\_ Background Check. [Instructions available](#) at [TexasFireAcademy.com](http://TexasFireAcademy.com) and included in your welcome email. If under 18 years old, background check must be completed after 18<sup>th</sup> birthday.

- All arrests, charges and dispositions must be fully disclosed.
- No pending, deferred adjudication or conviction on Felony or Class A Misdemeanors.
- Class B and C Misdemeanor arrests, charges, deferred adjudication and convictions will be evaluated.
- Any concerns should be directed to the TFA Admissions Office.

\_\_\_\_\_ [Course Application](#). **Incomplete applications will not be accepted.**

\_\_\_\_\_ [Refund Policy](#).

\_\_\_\_\_ [EMT Release of Liability](#).

\_\_\_\_\_ Copy of Driver's License.

\_\_\_\_\_ Copy of Diploma, GED, or College Transcript – unofficial is acceptable.

\_\_\_\_\_ **Tuition paid in full.**

### **Proof of immunizations as follows:**

\_\_\_\_\_ Hepatitis B (three shot series. Cadet must be on the second booster, at least, by first day of class)

\_\_\_\_\_ Tetanus (Must be within 10 years)

\_\_\_\_\_ Measles, Mumps, Rubella (A childhood vaccine. If there is no record available, you can get a titer to prove immunity or get another booster.)

\_\_\_\_\_ TB skin test results (Must be within 6 months)

\_\_\_\_\_ Varicella or proof of immunity.

\_\_\_\_\_ Influenza (within 1 year, able to sign decline form)

\_\_\_\_\_ **Hybrid Course Only** – Requires you to hold a current American Heart Association Healthcare Provider BLS Card.

