



Allan Hancock College | Emergency Medical Services

AHC Paramedicine Program Online Application

Navigating the E-Application

Thank you for your interest in applying for the Paramedicine Program offered at Allan Hancock College. Please follow these step-by-step instructions while completing your online application. If you have any additional questions regarding the application or the paramedicine student selection process, you may contact the AHC Public Safety Training Complex Program Technician J.C. Miller @ (805) 735-3366 ext. 3282 or via email at AHCEMS@hancockcollege.edu.

Before starting your application, each applicant must have the following items immediately available and have scanned and/or PDF E-copies ready to upload prior to completing the online application:

1. Prior to completing the online application, you must be enrolled as a current Allan Hancock College student. You will need your Student H# and password readily available.
 2. Current and valid California State Emergency Medical Technician (EMT) certification card.
 3. If you are currently certified as a Nationally Registered Emergency Medical Technician (NREMT), current and valid NREMT EMT certification card.
 4. Current and valid American Heart Association (AHA) CPR - BLS Healthcare Provider Card.
 5. All relevant unofficial transcripts showing that you have completed EMSP 300 Anatomy and Physiology for EMS Providers (with a grade C or greater) or equivalent Human Anatomy and Physiology course.
 6. Letter from an employer or volunteer agency demonstrating that you have accumulated at least 1,000 work hours as an EMT (ambulance, fire, hospital, military, or standby) within the past three years. This is not required but is highly preferred for all candidates. This should be in PDF format.
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Step-by-Step Online E-Application Guide

Student/Applicant Information Section:

1. Click on the [Paramedic Program Application](#)
2. Enter your Full Legal Name - as it appears in your 'myHancock' student account (this field may be pre-populated; verify accuracy)
3. Enter a valid AHC student H# (this field may be pre-populated, verify accuracy)
4. Enter a valid AHC school email address (this field may be pre-populated; verify accuracy)
5. Enter a valid personal email address
6. Enter a valid (preferred) contact phone number
7. Enter your current and valid mailing address. (where you receive your mail)
8. Enter your current and valid physical address. (where you currently reside)

Pre-Requisite Information Section:

9. Enter where you completed your initial EMT Training (this should be a college, career/technology school, private trade school or employer)
10. Enter the date that you successfully completed your initial EMT Training Program
11. Enter your California State EMT certification number (must be current and valid)
12. Enter your California State EMT certification expiration date (must be current and valid)
13. Upload an electronic copy of your California State EMT certification provider card
14. Answer question from drop down selection. Are you currently NREMT certified? Yes/No
15. If NO, proceed with the next question
16. If YES, enter your National Registry of EMT's (NREMT) certification number (must be current and valid)
17. Enter your National Registry of EMT's (NREMT) certification expiration date (must be current and valid)
18. Upload an electronic copy of your National Registry of EMT's (NREMT) certification provider card
19. Have you completed "EMSP 300 - Anatomy and Physiology for Prehospital" or an equivalent course? If it is not an Allan Hancock course (*i.e. EMSP 300 or BIO 124 and 125*), you will need to meet with an AHC counselor to approve the course equivalency from another institution. Please send your transcripts to AHC Admissions and Records to expedite the process.
20. Enter the expiration date of your CPR / BLS Healthcare Provider card (must be current and valid)
21. Upload an electronic copy of your CPR / BLS Healthcare Provider card

Educational Background Section:



22. Enter the name of your high school or GED completion
23. Enter the city and state of your high school or where you completed your GED
24. Select from the options “Did you Graduate?” Yes or No (a GED is considered graduation)
25. If YES, you must enter the degree which would be “General Studies” and enter a graduation date
26. Enter the name of any colleges that you attended
27. Enter the city and state of all colleges attended
28. Select from the options “Did you Graduate?” Yes or No
29. If YES, you must enter the degree which would be your major declared and awarded and enter a graduation date
30. Enter any trade or specialty schools you attended
31. Enter the city and state of any trade or specialty schools you attended
32. Select from the options “Did you Graduate?” Yes or No
33. If YES, you must enter the degree which would be your major declared and awarded and enter a graduation date

EMS/Medical Experience Section:

34. Select ‘Yes or No’ if you have been or are currently employed by any EMS, Medical, Hospital, Military or Public Safety Agency
35. If NO, proceed to the next question
36. If YES, enter all employment information including:
 - a. Company Name
 - b. Phone Number
 - c. Mailing Address
 - d. Supervisor Name
 - e. Job Title
 - f. Description of Job Responsibilities
 - g. Employment Dates (start and end)
 - h. Reason for Leaving (if Applicable)

Applicant Short Answer Questions Section:

37. Please take your time and reflect on your answers to the four (4) questions. These will serve as follow-up questions, should you be invited to the oral panel interview phase of the selection process. It is very important that you give thoughtful and reflective answers to these questions and that you are prepared to discuss your answers further during the oral panel interview process.

(Pay very close attention to grammar, punctuation, and spelling – we suggest writing in a word processor first; then, copy and paste into the dialogue box. Each candidate should thoroughly review these answers before submittal).



38. Be sure to save your progress as you answer each question.

Acknowledgments / Disclosure Acceptance Section:

39. Each applicant must read and acknowledge each disclosure statement in this section. Please ensure that you have read each statement thoroughly and understand what you are acknowledging/accepting.

Electronic Signature Section:

40. Enter (Type) your legal name as your electronic signature

41. CLICK "Sign Electronically"

42. ***PRINT THE CONFIRMATION PAGE AS YOUR RECEIPT OF SUBMITTAL***