

EASTERN OKLAHOMA COUNTY TECHNOLOGY CENTER

2023-2024 PARAMEDIC PROGRAM APPLICATION PACKET

**Eastern Oklahoma County Technology Center
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NOTICE OF NON-DISCRIMINATION

Eastern Oklahoma County Technology Center does not discriminate on the basis of race, color, national origin, sex, age or disability in its programs, or activities. For inquiries concerning this policy, contact Brent Casey or Chris Helling, at Eastern Oklahoma County Technology Center, 4601 N. Choctaw Road, Choctaw, OK 73020. Tele: (405) 390-9591

SCHEDULE and COST INFORMATION

Paramedic v.7:

- Schedule: **Thursday, August 3, 2023 to Wednesday, July 24, 2024**
- Class will be held on Thursdays & Fridays. Attendance is mandatory one of those days unless otherwise stated.
- Class hours will be 8:30 a.m. – 4:30 p.m. plus clinical dates
- Lunch is 1 hour and generally from 11:00 a.m. to 12:00 p.m.
- 1190 total hours
- Enrollment limit is 25
- Not eligible for Federal Pell Grant (FAFSA), Student Loans, or OKPromise
- Estimated Total Program Costs: **\$7080** (see following for more information)

“School Charges” are for Tuition and some Fees that are paid directly to EOC Tech. Both Pre-Admission and Post-Admission Costs are to be paid directly to outside vendors/agencies and are the responsibility of the student.

Total School Charges (paid to EOC) - \$5,474:

- Tuition - \$5050
- BLS, ACLS, PALS Cards - \$24
- Advanced Procedure Lab Fee - \$400

Estimated Pre-Admission, Out-of-Pocket Costs – \$403:

- Group One Federal Background Check Printed Receipt - \$63
- Vaccinations - \$0-\$300 (from one TB test up to complete immunizations)
- SurScan Random Drug Testing Fee - \$40

Estimated Post-Admission, Out-of-Pocket Costs - \$1204.71

- **Paramedic Textbook Package:**
 - “Navigate 2 CAROLINE 9E Premier Access/12 LEAD ECG 2E/Workbook, Comprehensive Exams {ISBN 978-1284289961} **With EOC Discount Code = \$791.21.** Without Discount Code \$1,054.95
Discount Code will be emailed to you once you have been enrolled into the program.
- **Additional Textbooks:**
 - Pediatric Advanced Life Support (PALS) Provider Manual {ISBN 978-1-61669-785-3} - **\$50.00**
 - Advanced Cardiac Life Support (ACLS) Provider Manual {ISBN 978-1-61669-772-3} - **\$42.00**
- **My Clinical Exchange:**
 - My Clinical Exchange - **\$36.50**
- **Paramedic Uniform (\$244):**
 - Paramedic Clinical Polo Shirt - \$29
 - Paramedic Job Shirt - \$50
 - Pants – Navy Blue Dickies or Navy Tactical Pants - \$17 - \$40
 - Scrub Pants - \$20
 - Belt – plain black belt with silver buckle - \$5
 - Boots – solid black tactical-style boots with black laces (any brand) – \$60-\$100
 - *Detailed uniform information will be given during the orientation.*
- **Paramedic Supplies (\$41):**
 - Stethoscope - \$30 -- Suggestion: Littman Lightweight II SE from www.amazon.com
 - Pen Light - \$6
 - Wrist Watch - \$5 (analog style – needs second hand for EMS skills)

2023-2024 PARAMEDIC PROGRAM APPLICATION PACKET CHECKLIST

“Pre-Admission” documents must be completed and turned in for review to Dana Robertson EMS/Fire Administrative Assistant, in Public Services no later than **Thursday, June 29, 2023**.

___ Admission Packet Application (included in packet)

___ Prerequisites:

- Copy of a current Oklahoma State EMT License and EMT National Registry Certification
- Official transcript of Anatomy and Physiology course completed with at least a 70%/C grade
- Concurrent enrollment in online Anatomy and Physiology course at EOC Tech (\$78 – We will offer 2 online courses – 1st one starts June 2023 or the 2nd class starts September 2023)

___ Group One Federal Background Check:

- Go to the following link and follow the instructions:

https://gp1.acciodata.com/cgi-bin/pub/unsolicited_portal?guid=yUYGgc4VK8g13Aj6MTKBv5f2F6nfxo8H

Continue through the prompts until request is complete. You will pay by credit card online. You must include a copy of your receipt in your packet.

___ SurScan Random Drug Testing Fee Receipt:

- Go to SurScan.com. Click on **REGISTER** and enter client code **EOKC**. Follow the directions carefully. You must only input the STUDENT'S information in the Billing Information. It must be the student's EMAIL ADDRESS, NAME, CURRENT ADDRESS, and PHONE # even if someone else's credit card is being used to pay. The student's information is how the drug testing will be tracked. Program Selection is **EMS**.
The fee for drug testing is \$40.00, you will need to provide a copy of your receipt with your enrollment packet. **Please Note: This is a pre-paid drug testing fee**, SurScan will conduct the drug test on a random class day.

___ Copies (No Originals) of Required Vaccination Records

Contact Dana Robertson EMS/Fire Administrative Assistant at (405) 390-5315 or [drobertson@eocotech.edu](mailto:drobotson@eocotech.edu) if you have any questions.

VACCINATION RECORDS

COPIES (NO ORIGINALS!) of all required vaccination records must be included in packet to be returned to EOC Tech. We are not responsible for any original vaccination records you include in this packet.

- If any required vaccination record is not included, the paperwork in your packet **will be considered incomplete and you will be removed from the admission process.**

Required Vaccinations:

- **Three (3) Hepatitis B shot series OR Titer OR sign a Hepatitis B Waiver.** NOTE: Sign the following waiver ONLY if you are unable to provide proof of having Hepatitis B Vaccinations or a Titer.
- **Two (2) MMR vaccines or Titer**
- **Two (2) Varicella Vaccinations or Varicella Titer.** A history alone of Varicella (Chicken Pox) is **NOT** acceptable.
- **Tetanus booster** within the last 10 years.
- **Flu shot** – must be current year vaccine (for Fall class you will need to provide proof you have received the vaccination when it becomes available)
- **TB – 1 IGRA Blood Test** within the last 12 months
 - or 2 skin tests both of which cannot expire during the program
- **COVID Vaccination** (declination form possible on a case by case basis at the discretion of our Clinical partners)

Contact Dana Robertson, EMS/Fire Administrative Assistant, in Public Services at (405) 390-5315, if you have any questions about the vaccination requirements listed above.

GENERAL PAYMENT INFORMATION

Students paying the full amount or who have a signed Student Payment Contract must pay by cash, check or credit card by **Thursday, July 19, 2023**.

Students who wish to pay by cash, check or credit card may do the following:

- **In Person:** Go to the Bursar's window across from Student Services
- **By Mail:** Send check or money order made payable to "EOC TECH" to:
EOC Tech
Attn: Bursar
4601 N. Choctaw Rd.
Choctaw, OK, 73020
- **By Phone:** Call, Bursar, at (405) 390-6641 to pay by credit card*

***IMPORTANT CREDIT CARD PAYMENT INFORMATION:** Students who plan to use a credit card should contact the bank or credit card company before contacting the Bursar to make sure that any daily credit card transaction limits (which are usually \$400) are high enough to allow for your payment. Otherwise, your credit card payment will be denied.

EOC PAYMENT PLAN INFORMATION

1. EOC Tech offers a payment plan to assist students by spreading the cost over 9 payments.
2. Student Payment Contract can be set up when you turn in your completed packet or **no later than Thursday, July 19, 2023**. The contract will include the amounts and dates which each payment is due.
3. Below is the payment plan schedule for the 2023-2024 Paramedic program with \$5,474 in school charges:
 - a. \$2,737.00 (50%) is due no later than July 19, 2023
 - b. \$343.00 due by September 21, 2023
 - c. \$342.00 due by October 19, 2023
 - d. \$342.00 due by November 16, 2023
 - e. \$342.00 due by December 14, 2023
 - f. \$342.00 due by January 18, 2024
 - g. \$342.00 due by February 22, 2024
 - h. \$342.00 due by March 21, 2024
 - i. \$342.00 due by April 25, 2024
4. You will have to self-pay all Pre-Admission and Post-Admission Out-of-Pocket Costs which are listed in the Program Information section at the beginning of this packet.
5. If circumstances occur which may cause you to be unable to comply with the terms of the EOC Payment Plan Contract, you may appeal **before breaking the terms of the contract**. Failure to pay your account balance by the due date according to the EOC Payment Contract will result in disciplinary action and may result in immediate withdrawal from your program. **No certificates or transcripts will be issued as long as there is an outstanding obligation.**

For more information, contact Dana Robertson EMS/Fire Administrative Assistant at (405) 390-5315 or drobertson@eoctech.edu if you have any questions.

FINANCIAL AID INFORMATION

THIS PROGRAM IS NOT ELIGIBLE FOR ANY FEDERAL FINANCIAL ASSISTANCE (FAFSA). THERE ARE NO LOANS OF ANY KIND THAT A STUDENT CAN APPLY FOR THAT WILL PAY FOR ANY PROGRAM OFFERED AT EOC TECH. EOC Tech does not participate in the federal loan programs, direct loans or alternative loans. You cannot go to any lender and receive a “direct loan” through them for any program taken at EOC Tech because that is still considered as a federal student loan.

Tribal Assistance

1. Students should contact their own respective tribe to apply for benefits. There is usually an application packet which includes a **Tribal Financial Aid Form** that has to be completed by the Financial Aid Coordinator and sent to them directly.
2. Complete the top section of that form, sign and date it and bring it to the Financial Aid Office located in Student Services in the Main Building.
3. You must provide an Award Letter from the tribe stating that they will cover your tuition, fees and books for the school charges to the Financial Aid Coordinator **no later than Thursday, July 19, 2023.**
4. You may have to self-pay all Pre-Admission and Post-Admission Out-of-Pocket Costs which are listed in the Program Information section at the beginning of this packet. You need to ask how your tribe handles reimbursement for out-of-pocket costs that do not go through the school.
5. You will be expected to pay all charges by the **July 19, 2023** deadline if the school hasn't received any authorization from the tribe, usually referred to as an Award Letter, establishing your eligibility for tribal assistance.

EASTERN OKLAHOMA COUNTY TECHNOLOGY CENTER WITHDRAW POLICY

CANCELLATION OF ENROLLMENT

Cancellation of enrollment occurs when a student officially withdraws **on or before Thursday, July 19, 2023. A student is considered to be “enrolled” after that date.** Students who officially withdraw **on or before Thursday, July 19, 2023,** will have no obligation.

OFFICIAL WITHDRAWAL

An **Official Withdrawal** occurs when a student submits a completed Official Withdrawal Form to the Fire/EMT Coordinator. The date the completed form is submitted will be the date used in the calculation of any possible refund according to the “REFUND POLICY” (see below).

UNOFFICIAL WITHDRAWAL

An **Unofficial Withdrawal** occurs when a student fails to attend or ceases to attend their program without “officially withdrawing” from EOC Tech (see “OFFICIAL WITHDRAWAL” section above). Non-attendance does not constitute a drop or withdrawal; the student will not be eligible for any refund. Students withdrawn due to a failed drug test or other discipline issues are considered to be unofficially withdrawn and are not eligible for any refund.

APPEAL PROCESS

In extraordinary circumstances, such as hospitalization for an accident or illness, a student may submit a written appeal to the Director of Business & Industry Services, or the Director of Educational Services. The form may be requested from Student Services in the Main building.

Appeal requests will be handled on a case-by-case basis to determine if the situation warrants an exception to the Withdrawal Date and Refund Policy.