

Step-by-Step Guide to Completing the Paramedic Application Packet:

- Step #1: If you are not already a Barton Student, complete the application form for Barton.
- Step #2: Complete the Application Form for Barton’s Paramedic Program
Must be handwritten; no typed applications allowed
- Step #3: **Remember to sign and date both application forms**
- Step #4: Complete the Student portion of the “Barton Allied Health Programs and Physical Form”
- Step #5: Schedule a physical with your physician. Have the physician complete the appropriate section of the “Barton Allied Health Programs History and Physical Form”
This can be done by a physician, PA, or Nurse Practitioner
- Step #6: Request a copy of **official** transcripts from any and all education institutions and high schools you have attended. Have the college or high school send them directly to Barton’s enrollment services. DO NOT allow them to send the transcript to you. It will not be accepted if it comes from you.

Once you have requested the transcripts please email Karyl so she can alert the appropriate staff member to their arrival. If you receive an email asking about the transcripts please respond. The college will only hold them for six months. If they do not know you want them applied to a paramedic degree they will dispose of them. If that occurs, you will have to request and pay for new transcripts.

- Step #6: You must have a minimum of:
- | | |
|--------------------------------|------------------|
| English Comp I | 3 credit hours |
| Interpersonal Communications | 3 credit hours |
| Intermediate Algebra or higher | 3 credit hours |
| Introduction to Sociology | 3 credit hours |
| Anatomy and Physiology | 4-5 credit hours |

- Step #7: Enclose a copy of your Kansas EMT, EMT-I, or AEMT certification card.
- Step #8: Enclose a copy of your immunization records and proof of health insurance.
- Step #9: Enclose two (2) professional letters of recommendations. These two recommendations must come from two (2) other people other than those you listed as references on your “Paramedic Application Form”

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Step #10: Deadlines for applications:

Salina

August 2014-December 2015
Application Deadline May 31, 2014
Interviews and Testing June 2014
Thursdays – 8-5pm

Grandview Plaza (Junction City)

September 2014 – March 2015
Application Deadline May 31, 2014
Interviews and Testing June 2014
Monday-Friday – 8-5pm

Great Bend/Junction City Hybrid

January 2015-May 2016
Application Deadline August 1, 2014
Interviews and Testing October 2014
Tuesdays – 8-5pm

Topeka AMR

January 2015-May 2016
Application Deadline August 1, 2014
Interviews and Testing October 2014
Thursdays – 8-5pm

Mail to: Barton County Community College
Attn: Ashlie Thomas
245 NE 30th
Great Bend, KS 67530

Step #10: The dates, times, and locations for the written and skills exam and the oral interview will be scheduled approximately 30-45 days after the application deadline. You will be notified by a phone call confirming these dates.

The selections will be made approximately 60 days prior to the start of class which gives students time to get their affairs prior to the start of class.