

Admissions Requirements for the Moraine Valley Paramedic Program

Please read this entire packet carefully and retain for your records

THIS PACKET IS FOR STUDENTS INTERESTED IN Moraine Valley Community College Paramedic Program

January - December 2027

**** Required pre-semester work to be completed December 2026****

Application deadline:
September 4, 2026 at 1700 hours

PLEASE MAINTAIN A PERSONAL COPY OF THIS PACKET FOR FUTURE REFERENCE

Once a completed application is received, the student will be notified and given directions to sign up for the entrance exams that will include didactic and psychomotor skills. Upon passing both exams, the student will then be notified, and an oral interview will be scheduled. Admission to the program will be based on the completion of the entire application process. Students are not accepted into this program until they have received an official acceptance letter from MVCC Paramedic Program.

PROGRAM OVERVIEW

Moraine Valley Community College (MVCC) is offering Paramedic training beginning in January 2026. These Paramedic training programs are currently utilizing the U.S. Department of Transportation's National Curriculum as required by the Illinois Department of Public Health (IDPH) for those interested in attaining Paramedic certification.

PROGRAM INFORMATION DISCLAIMER

This program's information packet is published for that purpose- informational; however, the information in this packet is not to be regarded as an irrevocable contract between the student and the program. The program reserves the right to change, at any time, without notice, requirements, fees and other charges, curriculum, course structure and content, and other such matters as may be within its control, notwithstanding any information set forth in the program information packet in accordance with the MVCC policies and procedures.

PROGRAM & COURSE DESCRIPTION

The Paramedic Certificate Program is composed of five courses, classified by semester. The certificate requirements and course descriptions for the Paramedic program can be found in the Course Catalog under the EMS discipline.

ATTENDANCE

Class attendance is **mandatory**. Students are expected to arrive at class on time and not leave early. Unexpected or unforeseen circumstances can be discussed with the Program Director and/or Lead Instructor. Students who know in advance that they are going to be late or miss classes must notify their instructor. Paramedic Program students can miss only a certain number of classes to still be eligible to sit for certification/licensing exams.

DIDACTIC/CLASSROOM SCHEDULE

Spring Semester – Monday, Tuesday, and Thursday 0800-1630

Summer and Fall Semester – Tuesday 0800-1200

**** Additional days may be added throughout the year for additional training/learning opportunities.**

GRADES

Students must also maintain an average of 75% prior to the scheduled Midterm exam to be eligible for the exam. Students must score 75% or higher on the Midterm to proceed with the course. Students must also maintain an average of 75% or higher at the time of the Final Exam to be eligible for the Final Exam. They must score 75% or higher on the Final Exam to proceed with the course. Students must have a “passing” grade on practical and clinical/field rotations to remain in the Paramedic program.

TEXTBOOKS

Books will be discussed at orientation. Students will be required to purchase books prior to the first day of class. You will need an actual printed book and it is mandatory to find correct edition used. In addition to the textbook, there will be several online learning tools utilized both in the classroom and independently.

Students will also need a computer to utilize access to learning tools, quizzes, and documentation.

UNIFORM POLICY

Moraine Valley Community College requires the student to wear the issued “MVCC Paramedic Program” polo shirt, which will be purchased, by the student in the bookstore at Moraine Valley. The approved classroom attire will be this polo shirt, navy blue duty pants, belt, and black duty boots or shoes. Uniforms shall be worn properly and professionally for all classroom day, clinical, and field training/ride along. Students must be clean shaven and all tattoos must be covered in the previously listed settings.

TUITION/FEES/FINANCIAL AID

The paramedic program consists of 40 semester hours of college credit at the prevailing tuition rate. In addition to the tuition, there will be a non-refundable lab fee payable to Moraine Valley. This will be discussed at orientation. The Moraine Valley payment policy states payment will be **due immediately** following registration. If the student is unable to pay the entire amount, you must sign up for the payment plan offered by the college. If you are expecting financial aid or other assistance, you may be able to sign up for a deferred payment plan.

If you have questions regarding the payment plan or the payment policy, please contact the registration and/or cashier's office at MVCC. Moraine Valley reserves the right to drop students for non-payment of tuition.

Once accepted into the program, the student should expect the following costs to be incurred for the year:

- Tuition over the 3 semesters (at the prevailing MVCC rate); Spring 19 credit hours, Summer 10 credit hours, Fall 11 credit hours
- \$500 lab fee
- Uniform costs - the student may wish to purchase extra uniform polo shirts, uniform sweatshirt, and/or winter hat. Duty pants, black belt, and duty boots are mandatory
- A computer for learning tools, homework, quizzes, and documentation.
- Pay for online testing and assessment platforms (approx. \$350)
- The assigned Paramedic Program textbooks.
- A stethoscope and watch with a second hand
- Multiple drug tests throughout the duration of the program.
- School physical and immunizations (\$100-\$400 depending on insurance).
- National exam fee (paid upon completion of the class, to the National testing facility).

ADDITIONAL FEES/REQUIREMENTS

- Students will be required to complete on-line courses prior to the start of the Spring Semester
 - This will include a Medical Terminology and an Anatomy and Physiology course.
- During the course, students will be required to participate in additional classes to obtain certifications. This will be an additional cost for the students.
 - These classes include, but are not limited to: ACLS, PALS, PHTLS, TECC, and a Neonatal Resuscitation class (approx. \$400 for all).

NON-DISCRIMINATION STATEMENT

Moraine Valley Community College prohibits discrimination in its admissions, employment, and educational programs or activities on the basis of race, color, sex, religion, creed, national origin, age, ancestry, marital status, sexual orientation, gender identity and expression, arrest record, military status or unfavorable military discharge, citizenship status, or physical or mental disability.

This Policy against discrimination applies throughout all college (MVCC), hospital/clinics (clinical rotations), and FD/ambulance service (field rotations) environments, whether on campus, at work assignments off campus, at Hospital or College-sponsored social functions, or otherwise.

STUDENT E-MAIL POLICY

Moraine Valley will send all official communications to you through your official MVCC email (@student.morainevalley.edu). Once enrolled into the program, you will no longer be able to use a preferred email account. You do have the option to forward these communications to a personal email account if you wish. Check out your MVCC email to get the message about:

- Official MVCC communications

- Financial aid communications
- Petition to graduate
- Prerequisite proof Sensitive
- FERPA-related communications
- Transcript order
- Important messages from instructors

PROGRAM PREREQUISITES

- Successful application to the paramedic training program
- 18 years of age (minimum)
- Current State of Illinois EMT-B license
- Valid American Heart Association Basic Life Support CPR certification
- Meet entrance requirements for Moraine Valley Community College
- High school graduate/GED
- Background check - Certified Background
- All immunizations, titers and drug screen per health entrance requirements of the program
- Completion of a health physical by a health care provider, using the provided MVCC form.
- Attendance of orientation day
- Proof of health insurance
- Completion of pre-course educational programs assigned by the Director.

CRIMINAL BACKGROUND CHECK INFORMATION

All health care workers and student health care workers are required to undergo a criminal background check to work in a clinical setting. A student with a positive background check containing disqualifying conditions as defined by Federal and State law will not be allowed to enter the clinical portion of the program. A student with a positive background check containing disqualifying conditions as defined by Illinois State Law ([225ILCS46/25](#)) and 77 Ill Adm. Code 955 Section [955.160](#) will not be allowed to enter the clinical portion of this program, thus preventing the student from obtaining mandated certification and/or licensure.

NOTE: You may have been convicted and not sent to jail. People are often fined or given probation or conditional discharge rather than jail time, but these are still considered convictions. If you are unsure as to whether an arrest resulted in a conviction, contact the county in which you were arrested and speak to a representative in the Circuit Clerk's office, State's Attorney's office or your attorney.

Criminal background checks, health physical and titers only need to be completed once accepted into the paramedic program.

MISCELLANEOUS INFORMATION

For additional information about any programs at MVCC, consult the college *Catalog*, the *Class Schedule*, or visit <http://www.mvcc.edu>. For questions specifically concerning the Paramedic Program, contact the EMS Program Director at (708)608-4251 or via email at EMS@morainevalley.edu

HEALTH REQUIREMENTS

Once accepted into the Paramedic program, the student will be required to meet the health requirements (including health physical, mandatory titers, immunizations, and annual flu shot) of the program prior to November 20, 2026. Failure to complete these requirements will result in not being able to proceed with the Paramedic Program.

Failure or inability to follow health requirement procedures will disqualify the student from participating in the program.

Details to follow once accepted by the program. Please do not complete these requirements until instructed to do so. Students are responsible for all costs involved.

Students are required to have proof of health insurance throughout the duration of the Paramedic Program.

ACCREDITATION

Moraine Valley Community College Paramedic Program is seeking accreditation by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

To contact CAAHEP:

9355 - 113th St. N, #7709

Seminole, FL 33775

727-210-2350

www.caahep.org

To contact CoAEMSP:

8301 Lakeview Parkway Suite 111-312

Rowlett, TX 75088

214-703-8445

www.coaemsp.org

FUNCTIONAL JOB ANALYSIS/TECHNICAL STANDARDS- PARAMEDIC

To qualify for EMS licensure, an individual must successfully complete a State-approved course and achieve full competency in cognitive, affective, and psychomotor domains. In addition, the individual must achieve a passing score on the National Registry of Emergency Medical Technicians (NREMT) licensure examination. EMS personnel must be at least 18 years of age. The knowledge, skill, and responsibility required of Paramedics demand a minimum of a high school education or equivalent.

EMS personnel must possess the ability to:

- Communicate verbally, in person and via telephone/radio in English
- Lift, carry and balance up to 125 pounds (250 pounds with assistance)
- Interpret written, oral, and diagnostic instructions
- Use good judgment, set priorities, and anticipate issues in high-stress situations
- Work effectively in an environment with loud noises, chaos, and flashing lights
- Function efficiently throughout a 24-hour shift, including when awoken from sleep
- Act calmly under time constraints, managing time effectively
- Read and understand English language manuals
- Interview patient, family members, and bystanders
- Document all relevant information
- Communicate effectively with coworkers and hospital staff
- Follow and apply oral and written directions
- Stay organized and meet deadlines
- Demonstrate a desire to care for all people and be culturally competent
- Demonstrate ability to focus and provide attention to detail
- Recognize an emergency
- Apply knowledge in an emergency
- Make sound critical-thinking decisions under duress
- Maintain self-discipline and emotional stability
- Understand the principle of “first do no harm”

- Relate to and communicate with diverse clientele of all ages
- Remain flexible in ever-changing situations
- Uphold ethical standards, morals, and professionalism under pressure
- Draw valid conclusions and defend them as necessary
- Apply best practices in an unstructured environment
- Remain safe and take measures to avoid errors
- Be assertive, assume a leadership role, and direct a crew
- Understand personal/professional strengths, weaknesses, and limitations
- Work efficiently and accurately in time-sensitive situations
- Accept accountability for self and crew
- Advocate for patients and loved ones
- Maintain sound mental, emotional, and physical health

EMS personnel must possess manual dexterity and prove the ability to perform all tasks related to quality patient care. The ability to bend, stoop, and crawl on uneven terrain and the ability to withstand varied environmental conditions such as extreme heat, cold, and moisture is vital. The ability to work in low light, confined spaces, and other dangerous environments is required. Paramedics must be able to function in chaotic, noisy environments.

Description of Tasks

- Receives calls from dispatchers, responds appropriately to emergency calls, reads maps to use the most expeditious routes and observes traffic ordinances and regulations.
- Determines nature and extent of illness or injury, takes pulse, blood pressure, visually observes changes in skin color, auscultates breath sounds, makes determination regarding patient status, establishes priority for emergency care, renders appropriate emergency care; administers intravenous medications or fluid replacement.
- Use equipment such as a defibrillator & electrocardiograph; performs endotracheal intubation to open airway and ventilate patient; calculates drug dosages; applies BSI, splints and bandages.
- Assists in lifting, carrying, and transporting patients to ambulance and to a medical facility.
- Reassures patients and bystanders, utilizing therapeutic communication techniques.
- Extricates patient from entrapment, assesses extent of injury, uses prescribed techniques and appliances, radios dispatcher for additional assistance or services, provides light rescue service if required, provides additional emergency care following established protocols.
- Complies with regulations in handling the deceased, notifies authorities, and arranges for protection of property and evidence.
- Determines an appropriate facility to which patient will be transported, reports on nature and extent of injuries or illness to the facility, asks for directions from hospital physician or ECRN.
- Observes patient in route and administers care as directed by physician or ECRN or according to published protocol.
- Performs detailed/organized patient assessment; determines a clinical impression.
- Applies critical thinking skills; develops and executes care plans; reassess patients and situations.
- Reports verbally and in writing concerning observations about the patient; patient care at the scene and in route to facility; aids emergency staff as required.
- Maintains familiarity with all specialized equipment.
- Replaces supplies, sends used supplies for sterilization, checks all equipment for future readiness, maintains ambulance in operable condition, ensures ambulance cleanliness and orderliness of equipment and supplies, decontaminates vehicle interior, determines vehicle readiness by checking oil, gasoline, water in battery and radiator and tire pressure.

- Performs drug calculations in emergency situations.
- Acts ethically with empathy, integrity, and compassion; maintains confidentiality.
- Behaves consistently in the nature of an adult learner and of a professional healthcare provider.

NOTES TO APPLICANTS:

Completion of the steps of the application process in an organized and complete manner is an example of one's ability to follow directions and to pay attention to detail. These abilities are crucial in emergency care for sick and injured. In addition, the application process is an exercise that requires meeting deadlines and following through on tasks. Maturity, accountability, and self-motivation are crucial to success in any challenging endeavor, such as this Paramedic program. Please read the application instructions thoroughly and complete the required steps accordingly. After reading the application in its entirety, ask questions to ensure that you can be considered a top candidate during the selection process.

Finally, please make certain to use personal insight when carefully reading the above lists of abilities and tasks to ensure that you can fully meet program and career expectations. If you have reservations, please talk with the EMS Program Director Sheila Moran, (708)608-4251 or moranS33@morainevalley.edu or college career counselors.

If selected into the Moraine Valley Community College Paramedic Education Program, the student will be responsible for: completing mandatory health requirements, applying for a background check, purchasing textbooks, paying lab fee, and obtaining uniforms for the program.

If the student successfully completes the MVCC Paramedic Education Program, they will be eligible to take the National Registry of EMT's (NREMT) Certification, and upon successful completion, apply for State of Illinois Licensure. The student is responsible for all fees and scheduling associated with these processes.

OCCUPATIONAL RISKS DISCLOSURE

Occupational risks related to the Paramedic profession include infectious disease exposure, assault and battery, accidental injury, lifting injuries, sprains and strains, behavioral health issues, sleep disorders, hazardous materials exposure, hyperthermia and hypothermia, extreme stress, and worsening of chronic health issues. This is not meant to be an all-inclusive list.

MVCC PROGRAM PREREQUISITES

To qualify for a position in the Moraine Valley Paramedic Education Program, **the applicant must:**

1. Be at least 18 years old
2. Provide a copy of a Current State of Illinois (IDPH) License as an Emergency Medical Technician
3. Provide a copy of a current American Heart Association Basic Life Support CPR card
4. Provide a copy of a Health Insurance Card
5. Provide a copy of a Valid Driver's License
6. Provide proof of military service, if applicable; honorable discharge paperwork required
7. Pass the Entrance Exam (didactic and psychomotor) by achieving a score equal to or higher than the mean average for the testing group
8. Complete the oral interview process
9. Be offered a seat/position in the program

Submit copies of the above along with the completed application by the application deadline to the designated locations. Further prerequisites will be required after class selection has been determined.

MEDICAL ISSUES, INJURY, ILLNESS, EXPERIENTIAL LEARNING

Moraine Valley Community College does **NOT** accept the following during consideration of admissions into the program or as reason to omit certain sections/labs/clinicals/field experiences from the students' overall requirements:

- Experiential learning/Life experiences
- The transfer in of credits from a previously attended paramedic program
- An "automatic" seat in the program if previously excused for the following:
 - Pregnancy, illness, or injury

If a student is excused from the program due to the above, non-academic reasons, the student must submit a new application and sit through all aspects of the admissions process. Due to the complexities of the course, no automatic seats will be granted to any student or applicant.

PARAMEDIC APPLICATION STEPS:

It is the applicant's responsibility to ensure that all material listed below has been completed and submitted in a manilla envelope to the mailbox located outside room T-953 on the Moraine Valley Campus **NO LATER THAN September 4, 2026 @ 1700 hours.**

Please retain a copy of this packet for your records.

To be eligible for the 2027 Paramedic Program, complete applications must be submitted, including all the following items:

REQUIRED DOCUMENTS

- ☐ Completed **Moraine Valley Paramedic Application**
- ☐ State of Illinois EMT license (if pending, proof of passing NREMT exam letter)
- ☐ Current American Heart Association Basic Life Support CPR Card
- ☐ Health Insurance Card
 - ☐ With applicant's name listed or proof of insurance document
- ☐ Valid Driver's License
- ☐ High School Transcripts, GED, or Equivalent
- ☐ Transcripts showing any higher education you have received
 - ☐ Transcripts must be enclosed with your application. DO NOT send transcripts to the registrar's office for the purposes of the application.
 - ☐ If you have attended MVCC, you will still need to submit your transcripts with your application.
- ☐ One page Autobiography stating why you want to be a Paramedic
- ☐ A personal picture of the applicant.
 - ☐ Pictures of identification cards such as employee ID, driver's license, and passport will not be accepted.
- ☐ Two letters of recommendation
 - ☐ One personal and one professional
 - Letter of recommendation from family members will not be accepted.
- ☐ Provide proof of military service, DD214, if applicable
- ☐ Preference Points Request Form
- ☐ Preference Points Verification Form

- ☐ If you are requesting preference points for your current employment and/or experience, you must have your verification form completed by your employer.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.

PREFERENCE POINTS

Preference points will be awarded to the applicants with proper proof and documentation. These points will be added to your cumulative, didactive, and psychomotor entrance exams.

- 4 points – awarded to Veterans of military service
- 3 points – awarded to Fulltime Firefighters at a precepting department
- 2 points – awarded to an applicant sponsored by a Fire Department or a private ambulance service that is an approved precepting department
- 1 point – awarded to 6 months of experience or more, on an ambulance, Fire Department, or ER technician position
- 1 point – awarded to an applicant who successfully completed the MVCC EMT-B program
- 1 point – awarded to an applicant who successfully completed the MVCC Fire Academy

Once your application and all required documents have been received, you will be contacted to schedule a time to take your entrance exam. The entrance exams will be scheduled for the **week of September 21, 2026.**

Successful candidates will be contacted no later than September 30, 2026, to schedule their oral interview. Oral interviews will be scheduled for the **week of October 5, 2026.**

Once testing and interviews are completed, an initial list of students will be completed. Students will be contacted to inform them of their acceptance into the program.

Approved students will receive an email regarding the registration process. Students will be expected to **respond**, stating whether they accept their seat in the 2027 MVCC Paramedic program.

Approved students must attend a MANDATORY orientation on October 21, 2026 at 6:00pm.

Only students on the approved list will be allowed to register for EMS 102 and 103 through Moraine Valley registration.

At this point, students will be given a list of required titers, vaccinations, flu shots, health physical, background checks, and expectations. If the list provided is not completed and submitted per instructions by **November 20, 2026, the student will forfeit their seat in the class.**

“All application documents delivered to Moraine Valley Community College pertaining to a paramedic program admissions file become the property of Moraine Valley and will not be returned to applicants. This includes but is not limited to transcripts, letters of recommendation, clinical evaluation forms or outside test reports.”

