EMSP EMT Certification Program
Information Packet
(Offered every semester)

- You must first apply at Lone Star College–CyFair through the online application process. You can do this at http://www.lonestar.edu.

- Listed below are the courses in the EMT Program. (You must register for all classes listed below.)

<table>
<thead>
<tr>
<th>Course</th>
<th>Number</th>
<th>Title</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMSP</td>
<td>1501</td>
<td>EMT Lecture &amp; Lab</td>
<td>5</td>
</tr>
<tr>
<td>EMSP</td>
<td>1160</td>
<td>EMT Clinical</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>SEMESTER TOTAL</strong></td>
<td><strong>6</strong></td>
</tr>
</tbody>
</table>

- You must download the EMT application from the EMSP department website at www.lonestar.edu/ems-dept-cyfair.htm. The application is listed under the Basic Coursework tab. All application forms must be submitted through www.CertifiedBackground.com, click on “Students” then enter package code: LD29bg. Cost is $51.50. After you have met all requirements, you will receive an authorization letter to register.

**NO PAPERWORK IS TURNED INTO THE ESEC OFFICE. ALL PAPERWORK IS SUBMITTED THROUGH CERTIFIED BACKGROUND.**

- Acceptance of the Lone Star College-CyFair EMS Academy requires that:
  - You be declared physically fit by your doctor and have all required immunizations. The required physical examination form, including immunization verification, is included with this information packet.
  - A negative drug screen must be completed by a Lone Star College System approved vendor. Payment is required prior to registration. Drug screen will be conducted in class during the semester. You must register and submit payment for this at http://www.surscan.com/lscfair8749.html.
  - A negative criminal background check must be submitted from the Lone Star College System approved vendor, CertifiedProfile.
  - All cadets are required to maintain health insurance while in the academy
  - All cadets are required to provide proof of current AHA Healthcare Provider CPR certification and remain current throughout enrollment.
  - It is highly recommended that you attend an Information Session prior to beginning the application process. The dates are listed on the Department website at www.lonestar.edu/ems-dept-cyfair.htm.
EMT Cadets are selected on a first come, first serve basis. There are limited slots. Classes are offered each semester. Check the semester schedule for dates and times. Enrollment is limited to 25 students for each class.

A cadet uniform and identification card are required. Lone Star Uniforms has the specifications for the uniforms and they are located at 8430 North Sam Houston Parkway West, Houston, 77064. Phone number is (832) 237-8000. You must obtain your uniform and identification card prior to the first day of class.

Approximate costs of the academy are as follows, this is not an inclusive list; other fees may be incurred. Payment plans are available for Tuition & Fees – see a Lone Star College advisor.

Tuition (in-district and out of district) Check LSCS Website or Catalog for tuition
Books $350.00
Uniforms $300.00
Texas DSHS Testing $100.00
National Registry Testing $110.00
Certified Profile $ 51.50
Drug Screen Payment-Surscan $ 45.00
FISDAP – Scheduling & Reports $ 30.00
Physical Exam, CPR, Health Insurance & Immunizations Varies

Clinical Rotations will be available throughout the week, and will include 12 and 24 hour shifts. They will also be expected during College Holidays – including but not limited to Spring Break, Thanksgiving Break, and July 4th Break.

Tentative Daily Class Schedule
Summer Semester 2015 Academy Information (Schedule subject to change)
• Days: Monday/Tuesday (8am-12pm/8am-5pm) or Wednesday/Thursday (8am-12pm/8am-5pm)
• Clinical Assignments: throughout semester - dates and times TBA
• Mandatory Clinical Orientation: June 12, 2015 from 8:00am-5:00pm

Fall Semester 2015 Academy Information (Schedule subject to change)
• Days: Tuesday (8:00am-2:00pm) & Wednesday (8:00am-11:00am)
• Nights: Tuesday (5:00pm-11:00pm) & Wednesday (6:00pm-9:00pm)
• Clinical Assignments: throughout semester - dates and times TBA
• Mandatory Clinical Orientation: Sept.11,2015 from 8:00am-5:00pm

Spring Semester 2016 Academy Information (Schedule subject to change)
• Days: Tuesday (8:00am-2:00pm) & Wednesday (8:00am-11am)
• Nights: Tuesday (5pm-11pm) & Wednesday (6:00pm-9:00pm)
• Clinical Assignments: throughout semester - dates and times TBA
• Mandatory Clinical Orientation for ALL classes TBA 8:00am-5:00pm
**Workforce Advisor**
Denise C. Armstrong  
Phone: (281) 290-3474  
E-mail: Denise.C.Armstrong@lonestar.edu

**Financial Aid**
The four most common types of aid are grants, loans, scholarships and work-study. Visit the Lone Star College–CyFair Financial Aid department to learn more, or visit the following sites.  
www.lonestar.edu/6402/  www.fastweb.com

**Contact the Financial Aid Department**
Barker Cypress Campus – CASA Building  
Phone: (281) 290-3200  
E-mail: cfcinfo@lonestar.edu

**Contact Veteran Affairs**
Barker Cypress Campus – CASA Building  
Phone: (281) 290-3200  
E-mail: cfcinfo@lonestar.edu
# To Register for Lone Star College CyFair Fire or EMS Classes

## NEW STUDENTS (no previous college attendance)

1. Complete LSCS online application at [http://lonestar.edu/admissions.htm](http://lonestar.edu/admissions.htm)
   a. Assistance, if needed, is available at the CyFair campus in the CASA Bldg, Student Services Pre-registration desk.
2. Contact your dedicated Workforce Advisor Denise Armstrong at 281-290-3474 for an appointment to
   a. Review prerequisites and/or application requirements for the course(s) desired
   b. Obtain referral for placement test (unless you have current appropriate test scores from an external source such as ACT or SAT)
   c. Follow through with information and instructions given by Advisor during the appointment.

## TRANSFER STUDENTS (previous attendance at a non-LSCS college)

1. Complete LSCS online application at [http://lonestar.edu/admissions.htm](http://lonestar.edu/admissions.htm)
   a. Assistance, if needed, is available at the CyFair campus in the CASA Bldg, Student Services Pre-registration desk.
2. Contact your dedicated Workforce Advisor Denise Armstrong at 281-290-3474 for an appointment to
   a. Review prerequisites and/or application requirements for the course(s) desired
   b. Turn in official transcript during appointment
   Or
   Turn in unofficial transcript and sign transcript waiver
   Or
   Obtain referral for placement test (unless you have current appropriate test scores from an external source such as ACT or SAT) if you do not already have appropriate perquisite courses
   c. Follow through with information and instructions given by Advisor during the appointment.

## RETURNING STUDENTS (previous attendance at a LSCS or NHMCCD campus)

1. Contact your dedicated Workforce Advisor Denise Armstrong at 281-290-3474 for an appointment.
2. Review prerequisites and/or application requirements for the course(s) desired.
3. Follow through with information and instructions given by Advisor during the appointment.

## REGISTRATION

1. All financial obligations and Service Indicators must be cleared. Check your myLone Star Student Service Center to see if there are any fees or Service Indicators shown. Contact Denise Armstrong for further instructions or assistance if needed.
2. Use two-part registration forms—can be provided by Denise Armstrong.
3. Use Lone Star ID numbers only—no social security numbers; do not leave blank. Find the LSCID number on your transcript/course history in myLone Star or on your Lone Star student ID card.
4. The Registration/Synonym number—first column in schedule planning area—must be filled in. This number is equivalent to the class (not course) number found in course schedule books directly under the prefix and course number. It is also listed online in parenthesis after the LEC or LAB designation.

## PAYMENT FOR COURSE(S)

1. During preregistration period (check with Advisor or your myLone Star page for date s), classes may be paid in full or payment arrangements made.
2. During regular registration (check with Advisor or your myLone Star page for dates), classes must be paid in full the same day by time listed on myLone Star [such as 7:00pm].
3. Payment with Firefighter Waivers: Waivers may be handled on the day of registration in person at the Business Desk or via fax or email with Denise Armstrong. They must be accompanied by 3rd party payment agreements, available at the Business Desk or in your myLone Star under the Student Help Center tab.
4. Veterans must speak directly with a dedicated Veterans Advisor.
5. For payments via Financial Aid, visit the Financial Aid desk for clarity on when awards are made and when they are applied to your account.

## NOTE REGARDING YOUR LONE STAR COLLEGE ID NUMBER

1. It is most important that you are able to access (or remember) your Lone Star ID number, as there is not always the option of giving your social security number in order to find the ID number.
2. The ID number is needed by staff members to access your online records for registration, payments, test referrals and other such services. It is also needed when you fill out information such as PLA (Prior Learning Assessment) or graduation applications.
3. Please determine the safest method for keeping the ID number handy. Or following registration, simply go to the Business Desk in Student Services to request a Lone Star ID card.