



Allan Hancock College | Emergency Medical Services

AHC Paramedicine Student Selection

The Step-By-Step Process

STEP #1: Enroll as an Allan Hancock College Student

- Visit: [Apply to Allan Hancock College](#) to enroll.

STEP #2: Take the Paramedicine Entrance Examination

- Prospective Paramedic Students are required to successfully pass a 150-question multiple choice computer-based examination based upon general EMT knowledge.
- Prospective paramedicine students can schedule their entrance exam through the [Entrance Exam Scheduling Portal](#) or by contacting Program Technician J.C. Miller at (805) 735-3366 ext. 3282 or via email at AHCEMS@hancockcollege.edu. The exam is offered year-round on the first and third Monday of each month. Appointments are required to take the computer-based Paramedicine Entrance Exam.
- Visit the [Paramedicine Application page](#) for more information on how to best prepare and review more information about the computer-based Paramedicine Entrance Examination.

STEP #3: Complete & Submit the Paramedicine E-Application

- Once Prospective Paramedicine Students have successfully passed the computer-based entrance examination, they are required to complete and submit the Allan Hancock College Paramedicine E-Application via Dynamic Forms. Students should expect to set aside a minimum of 40 minutes to complete the E-Application process.
- For more step-by-step instructions on how to complete the E-Application visit the [Paramedicine Application page](#).

STEP #4: Participate in the Oral Panel Interview Process

- Once Prospective Paramedicine Students have successfully completed Step #2 and #3, they will be contacted by Allan Hancock College EMS Staff and scheduled for an oral panel interview.
- Students will receive an email with interview preparation materials.
- Oral panel interviews are typically conducted a minimum of 60 to 90 days prior to the scheduled program cohort start date, typically in April & May each year. Students should anticipate the oral panel interview to last approximately 30 to 40 minutes.
- Prospective Paramedic Students that successfully pass the oral panel interview process will be offered conditional letters of program acceptance. The conditional acceptance status is contingent upon successfully clearing the initial criminal background check phase of selection.



STEP #5: Conditional Program Acceptance - Background Checks

- Once Prospective Paramedic Students have successfully completed steps #1-4, they will be required to submit to the first phase of criminal background checks. Students will be required to purchase the background check at an estimated student out of pocket cost of \$75.
- Students that do not successfully pass the initial criminal background check phase of selection will be allowed to appeal the findings. If the student appeal is rejected, the student will no longer proceed in the process and will be removed from the paramedicine program selection roster.

STEP #6: Official Program Acceptance - Health & Safety Docs

- Letters of official program acceptance will be sent out upon successfully completing & passing Steps #1-6.
- Students will then be required to purchase the document tracker and begin to upload their individual health and safety documents that are required by the various program affiliate internship institutions. The document tracker has an estimated student out of pocket cost of \$60.
- These requirements include proof of all vaccination records, two-step TB screening, annual influenza vaccines and annual physical verifications. Accepted students are required to comply with all Allan Hancock College and clinical/field internship affiliate site health and safety requirements.

STEP #7: Accepted Program Student Orientation

- After the Health & Safety Requirements are met for AHC and clinical/field internship site, they will be invited to attend the **mandatory paramedicine program student orientation session**. The orientation is typically scheduled a minimum of 14-days prior to the scheduled program start date. This is designed to orient the students to the program and provide additional information on the requirements and rigors of the program.

STEP #8: EMSP Course Registration & Program Cohort Start

- Once accepted students have attended the program orientation session, they will be enrolled in all the EMSP prefix courses that are required in term one of the paramedicine education program within 30 days of program start date.
- Following enrollment, accepted students will be required to submit to a randomized urine drug screen. The urine drug screens may be conducted onsite or offsite at the discretion of the Program Director. The urine drug screen has an estimated student out of pocket cost of \$65.