



PRINCETON RESCUE SQUAD EDUCATION DEPARTMENT

701 Stafford Drive Princeton, WV 24740

POLICY: Admissions Policy

Effective Date: September 1, 2019

TITLE: Admissions Policy and Procedures

RATIONALE: To ensure compliance with statutory, regulatory, and accreditation requirements for applicants to any instructional event at Princeton Rescue Squad. This includes: online and written enrollment agreements that identifies the rights, obligations, and responsibilities of all parties including cancellation and refund policies.

POLICY/PROCEDURE:

All enrollment documents including online enrollment forms will follow the criteria for admissions outlined in the most current catalog for Princeton Rescue Squad's Education Department.

The catalog for Princeton Rescue Squad's Education Department will align with the most current expectations from those regulatory bodies that govern course delivery which includes admission criteria and/or processes.

The Education Director shall ensure continuity between all enrollment documents, catalog descriptions, and regulatory bodies and ensure that all faculty members are aware of updates and/or changes that reflect current admission practices.

Additionally, the Education Director will validate that all practices regarding admission remain consistent with the institutional accrediting body.

RESPONSIBLE PERSONNEL:

The Education Director, All Faculty and Staff