

Date Received by Education Department: _____

Agency Representative Signature: _____



AVOCATIONAL TRAINING CLASSES

We at Princeton Rescue Squad are pleased that you are taking classes with us. The mission of Princeton Rescue Squad's Education department is "To effectively and professionally provide quality educational experiences for students to meet the needs of the communities we serve." To fulfill our mission, the administration, faculty, and staff are committed to and focused on fostering the educational endeavors of our students through adherence to our core values in our daily work: Integrity Compassion, Accountability, Respect, Empathy.

CANCELLATION AND REFUND POLICIES

Payment of course fees, either the instalment or full payment, is due by the start date/time of the program. Any student that does not show up on the first day of class or chooses to cancel their enrollment agreement prior to the start date/time of the class will be treated as a cancellation and a full refund will be issued to the student within 45 calendar days of the first scheduled day of class or the date of cancellation, whichever comes first. Also, a full refund will be issued if an applicant is rejected prior to the start date/time of the course, or the program is cancelled by the Squad. A student is classified as a "withdrawal" if he/she attends at least one class but does not complete the program. Any student that withdraws or is dismissed and has completed less than 70% of the period of attendance for which the student is charged will be issued a pro-rated refund based on the last date of attendance and paid within 45 calendar days from the documented date of determination. (*The Date of Determination is the date the student notifies the institution of withdrawal or the date the institution dismisses the student.*) The refund will be less the non-refundable fees not to exceed \$200.00. If the student has completed 70% or more of the period of attendance for which the student is charged, the tuition is considered fully earned and the student will receive no refund.

DEBT COLLECTION POLICY

Students attending avocational training classes (e.g.: continuing education and/or professional development) are required to pay the total amount of the course upon enrollment. If a student does not render payment for the course, he/she will not receive a certificate of completion and/or update of student completion status in the WV OEMS credentialing training database known as "Continuum".

| Course Name | Total Cost | | Course Name | Total Cost | Non-Refundable Fee |
|---|---------------------------|--|--|------------|-------------------------------------|
| EMT Refresher | \$150.00 (\$25/Module) | | ACLS 8 (refresher) | \$50.00 | |
| Paramedic Refresher | \$200.00 (\$25/Module) | | ACLS 16 | \$100.00 | |
| CCT Refresher | \$125.00 (\$25/Module) | | PALS 8 (Refresher) | \$50.00 | |
| MCI Level ½ | \$25.00 | | PALS 16 | \$100.00 | |
| HazMat Awareness | \$20.00 | | PHTLS 8 (Refresher) | \$50.00 | |
| BLS Protocol Update | \$20.00 | | PHTLS 16 | \$100.00 | |
| ALS Protocol Update | \$20.00 | | PEPP BLS | \$50.00 | \$20.95 (access code/certification) |
| AMLS 16 | \$100.00 | | PEPP ALS | \$100.00 | \$20.95 (access code/certification) |
| GEMS 8 | \$50.00 | | Bloodborne Pathogens | \$20.00 | |
| ALS Assist Class | \$20.00 | | PASS Wheelchair Training | \$50.00 | |
| Class 3 Interfacility Transport (C3IFT) | \$20.00 | | Emergency Medical Dispatcher | \$300.00 | |
| ASHI – CPR/AED (Layperson) | \$35.00 | | Emergency Medical Responder(ASHI – EMR) | \$300.00 | \$56.95 (Textbook) |
| ASHI – First Aid | \$35.00 | | Wilderness First Aid (ASHI – WFA) | \$100.00 | \$18.95 (Textbook) |
| CPR – BLS (Healthcare Provider) | \$35.00 | | Child and Babysitting Safety (ASHI-CABS) | \$35.00 | \$8.00 (Textbook) |
| CPR/AED WITH First Aid | \$45.00 | | | | |
| ATV/UTV Safety | \$50.00 | | TIMS | \$20.00 | |
| EVOC | \$75.00 | | EMS Trailer Ops and Safety | \$75.00 | |
| Extrication for EMS | \$280.00 | | | | |

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Last Name

First Name

Middle Initial

Mailing Address

(____) _____-_____
Phone Number

City, State and Zip Code

Email Address

Please list the course(s) in which you wish to enroll:

| COURSE TITLE | DATE COURSE LISTED FROM CALENDAR |
|--------------|----------------------------------|
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I verify and attest that I have received, read, and understand the content found within the catalog regarding, but not limited to: tuition, fees, external fees, cancellation, and refund policies. Furthermore, I acknowledge that I have entered into a legal and binding contract for education with Princeton Rescue Squad once this application has been signed by both parties.

Signature

Print Name

Date

**All disability information must be given to Education director at a 30-day minimum before the start date of the class to allow time for accommodations.

I am an affiliate or an employee of Princeton Rescue Squad.

EMPLOYEE TUITION ASSISTANCE

Continuing Education and Professional Development Courses: Princeton Rescue Squad agrees to provide the continuing education and professional development courses free to all employees regardless of full or part time status.