

## Welcome to GeorgiaEMSAcademy.com!

Our program is a hybrid and, with the exception of our face to face training sessions, all of the material and quizzes are delivered online. The online component requires at least 6 hours per week to complete (depending upon the course you are taking). We strongly suggest that you **keep up with the online assignments and quizzes** -- they are an integral part of the face-to-face training sessions. **DO NOT WAIT TO DO THE ONLINE WORK UNTIL THE END--YOU WILL NOT SUCCEED.** The successful completion of online assignments and quizzes is required to graduate. Please read, review and **SAVE** the following points so you can succeed in the program. We are here to ensure your success and eager to assist you with your EMS career goals.

1. ID badges and Training uniform T- Shirts will be distributed on the first day of class.
2. Questions regarding tuition, assignments, uniforms, and any other administrative issues are handled by the registrar's office. Email is the only form of communication; **phone calls are not acceptable.**
3. Students must report to class on time, dressed appropriately as indicated below:  
**Student Uniform:** Uniform T-Shirt, Black or Dark uniform pants (eg. dickies can be purchased at Walmart); work boots or sturdy shoes Must be worn for class training sessions – no **SANDALS, OPEN TOED SHOES or FLIP FLOPS.**  
**Scant or revealing clothing is not permitted--no exceptions! Students dressed inappropriately will be asked to leave the training site.**
4. Friends, family members or children are not permitted at the face-to-face sessions. Insurance coverage is for enrolled students only at the training site.
5. Attendance at each session is mandatory, (this is an accelerated course.) Lateness is not tolerated, chronic lateness will be cause for expulsion. Note the starting time on the schedule and be there on time, ready to train.
6. Instructors do not collect paperwork or tuition payments. Questions or paperwork? contact the [registrar@georgiaemsacademy.com](mailto:registrar@georgiaemsacademy.com).
7. Tuition payments-- Tuition is paid through our invoicing system. Invoices are sent via email
8. **Check your email frequently** -- it is the form of communication we use to keep our students up to date. The email address that we have on file is the email address we will use to communicate with you. If that is incorrect please contact registrar ASAP.
9. Any questions? Please direct them to [registrar@georgiaemsacademy.com](mailto:registrar@georgiaemsacademy.com) and we will respond in a timely manner.

**Report any changes to your mailing address; email address or name immediately.**

We trust, if you adhere to these guidelines you will have a rewarding and productive experience that will allow you to be a successful addition to the EMS community!

**If you have not already sent a Selfie please do so immediately so we can create an ID Badge and submit it to the State.**