



## SOUTHWEST FLORIDA PUBLIC SERVICE ACADEMY

4312 MICHIGAN AVENUE, FORT MYERS, FL 33905  
Phone: 239-334-3897 [www.swfpsa.org](http://www.swfpsa.org) Fax: 239-334-8794

Todd Everly, Academy Director

### **READ THIS FORM BEFORE STARTING THE STUDENT APPLICATION** **Place this completed checklist in the front of your packet.**

All copies/ documents must be on 8.5" x 11" paper. SWFPSA will not make copies of any original documents. Application **MUST** be in the order of the checklist below; incomplete applications **will not** be processed. Unaccepted applications may be picked up within 30 days of the course start date prior to being destroyed.

#### **EMS Program Student Application Checklist**

- Letter of Intent
- Copy of Admission Essay
  - Must also be e-mailed to EMS Program Coordinator (JosephGen@leeschools.net)
- CASAS test scores - Copy of results within 2-years of course start date.
- Program Registration Form
- FERPA Form
- Florida Residency Declaration Forms - review for completion.
  - Read directions to **understand the difference between independent/dependent.**
  - Copies of required documentation to prove residency
- Copy of valid driver's license showing proof of age (18+ years old)
- Copy of AHA BLS Healthcare Provider card (front and back) or eCard printout
  - A copy of the course roster may substitute if your eCard has not been received.
  - A copy must be uploaded and accepted as valid by Castlebranch.
- Original SWFPSA EMT Program Health Report signed by a healthcare provider.
  - EMT Health Requirements/ Immunizations must be completed in CastleBranch.
  - A copy must be uploaded and accepted as valid by Castlebranch.
- Copy of Background Check and Drug Test results from CastleBranch.
- Copy of High School Diploma
- Official Transcript of High School Classes - **Attention: EMS Program Bursar**
  - This can be hand delivered or mailed to the Academy.
  - This must be in an envelope sealed and stamped by the educational institution.
- Copy of College Degree (if applicable)
- Official Transcript of College Classes (if applicable) - **Attention: EMS Programs Bursar**
  - This can be hand delivered or mailed to the Academy.
  - This must be in an envelope sealed and stamped by the educational institution.
- If applying for Financial Aid: start the financial aid process with FMTC.

I have reviewed this form and understand the terms, conditions, and requirements of application.

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_