We look forward to meeting you as a member of the Valencia College August 2018 EMT Program. This letter provides information regarding your mandatory orientation and other requirements you must complete by the established deadlines. Please check your Atlas e-mail regularly for information, as Atlas e-mail is the official form of communication between you and your Valencia faculty and fellow students.

In order to reserve your place in the August 2018 EMT Program, you must complete the tasks described in this packet.

1. **Attend Mandatory Orientation:** You cannot enter the program without attending an orientation.
   - **Preferred Date:** Friday, July 27, 2018
   - **Formal Program Orientation:** 1:00 – 3:00 p.m.
     - **Location:** West Campus, Building 3-111
   - **Make Up Date:** Friday, August 24, 2018
   - **Formal Program Orientation:** 1:00 – 3:00 p.m.
     - **Location:** West Campus, Building 3-111
   - **Parking:** Parking lots F or G (white lines only)
   - **Professional dress is required** (no shorts, jeans, etc.)
     - Men should appear clean shaven at orientation
     - Bring something to take notes with (i.e. paper and pen, laptop)

2. Immediately following your formal program orientation, the following services and vendors will be available from 3:00 – 5:00 p.m.:
   - **HSB 228:** **FIT testing** for your respirator mask will be provided during orientation
     - Please do NOT chew gum, drink or eat for at least 30 minutes prior to your FIT test. If you must have something to drink, you may have **ONLY WATER**
     - Men should be clean shaven
     - Men and women with long or braided hair must be prepared to tie back
   - **HSB 225:** **Centra Care** for immunizations/titers on site for your convenience ONLY ON July 27, 2017; a student pricing list is located on this webpage on the Compliance Documents link for your program.

3. **Uniform information and ordering will be available immediately after the formal orientation**
   Bring cash, checkbook, or credit/debit cards. Please refer to the **Estimated Costs** for your program on this website which will help you know how to plan.

4. **Order your background check, fingerprinting, drug testing, and document manager for your immunization records.**
   On this website, please locate and follow the **Instructions for Background Check, Drug Screening**. **PLACE ORDER AS EARLY AS POSSIBLE PRIOR TO ORIENTATION.**
   - The **Immunization/Document Manager** will identify the requirements you must meet prior to your deadline of **August 24, 2018**. The following fee is payable at the time the order is placed: **$188.00**. For a small processing fee, you are offered the opportunity to make this payment in three increments.
   - You must complete the background check, fingerprinting and drug testing through **Castlebranch** regardless of any other background check, fingerprinting or drug testing you have completed previously.

It is essential that you familiarize yourself with the information and attachments in this letter so you are ready for the mandatory orientation on **either July 27 or August 24, 2017**. **Failure to attend the mandatory orientation will result in your not being able to participate in the August 2018 EMT program.**

Please know that the Valencia faculty is looking forward to meeting you and helping you achieve success in the program you have selected.

Jamy Chulak, M.S., RRT  
Interim Dean of Allied Health