



Fire Academy Check-Off Sheet

Before submitting the application:

- Pick up the Fire Academy Packet
- Take the IVC Online Orientation
 - a. Log on to the IVC website www.imperial.edu and click on the 'For Students' tab, under 'Student Links'; or link <http://orientation.imperial.edu/>
 - b. Sign below verifying you have completed the orientation
- Schedule an appointment to take the Accuplacer Reading Placement test with the IVC Assessment Center. Phone # is 760-355-6447 or 6450 or website www.imperial.edu under 'For Students' tab, click Counseling, click 'Assessment Center' on the right hand side; or link <http://www.imperial.edu/index.php?pid=365>
- **After** taking the placement test, schedule an appointment with a counselor or any one of the counselors below to review your test scores and educational plan:

Public Safety Counselor, Jose Plascencia – 760-355-6272

Nursing & Allied Health Counselor, Stella Orfanos-Woo – 760-355-6246

When submitting the application:

- Complete the application form
- Complete the Student Questionnaire
- Attach copies of the following documents required with the application – check each off:
 - a. High school diploma or GED*
 - b. IVC Webstar transcript (If not applicable, write N/A)
 - c. Copy of counselor's educational plan
 - d. Accuplacer Reading Placement Test results
 - e. This Checklist signed below
- Attach copies of the following if completed:
 - f. EMT I Certification
 - g. BLS Healthcare Provider (CPR) card (from American Heart Association)

Deadline: Friday, May 4th, 2012 – Students can submit the application *anytime* between now and the May 4th deadline.

- Applications are submitted to the Nursing & Allied Health Office 2155 on campus.
- Applicants will be notified in writing of results within three (3) weeks after the deadline.

I verify below that I have completed the Online Orientation Program and my application packet is complete:

Signed: _____

Date: _____

Print Name: _____

Email Address (print clearly-required): _____