



EMS Professions Program

Notice of Intent to take a Semester Hiatus Austin Community College EMS Professions

This serves as my notice to sit out the semester _____ from the Austin Community College EMS Professions Program. I understand that by taking a semester off, I will be required to submit and pay for another criminal background check prior to being allowed to register for courses. In order to register for the semester that I am returning, I must contact the assistant department chair no later than mid term of the previous semester. This date is determined by the point at which 8 weeks has completed in the long sessions and 5.5 weeks in the summer.

Once I have contacted the assistant department chair, I will be sent a course selection form that I must return by the deadline stated on the form. Should I not do so, I will only be allowed to return on a space available basis.

I understand that when I sit out a full semester, I must turn in my clinical ID badge to the assistant department chair. Failure to do so will cause a hold on my transcript.

I understand that this hiatus is available for only one semester. Should I not return the semester immediately following the hiatus, I will have to re-apply to the program.

Print Name: _____

Signature: _____

Date: _____

Signature of Assistant Department Chair

_____ Date: _____