

APPLYING FOR YOUR MICHIGAN EMS LICENSE

1. Complete Michigan EMS Education Course

2. Register and Pass the NREMT Exam

- Upon completion of your initial EMS education course, make sure you have registered with the National Registry of Emergency Medical Technicians (NREMT) @ www.nremt.org. For further instruction on registering with the NREMT, a *how to* video is available on YouTube @ <https://www.youtube.com/watch?v=vJcB66etThM&feature=youtu.be>.
- Applicants for all levels must schedule to take the cognitive NREMT exam. To schedule an exam, you must first receive an Authorization to Test (ATT) from the NREMT. An ATT number is required to schedule the cognitive exam through Pearson Vue @ www.pearsonvue.com/nremt.
 - Applicants for MFR and EMT licensure may apply for a Michigan license after you have received notification from the NREMT that you have passed the cognitive exam.
- AEMT and Paramedics must also schedule a psychomotor exam. A PATT number is required to schedule the psychomotor exam through Easy IC @ www.easyic.net.
 - AEMT and Paramedics must receive notification for passing both the cognitive and psychomotor exam before applying for a Michigan license.
- For more detailed instructions on testing, please review the NREMT exam brochure: <https://content.nremt.org/static/documents/exam-pathway.pdf>. For further questions, please visit the NREMT website, or you may contact the NREMT at 614-888-4484.

3. Apply for your Michigan EMS license on the eLicensing Portal

- MFR Applications: No Charge
EMT Applications: \$40
AEMT Applications: \$60
Paramedic Applications: \$80
- Go to: www.mi-emsis.org/licensure
If you currently hold a Michigan EMS license at a lower level, or if you have ever previously held a Michigan EMS license, click on the green **YES** button, to claim your existing account. If this is your first application for Michigan EMS licensure, click on the red **NO** button to create a new user account.

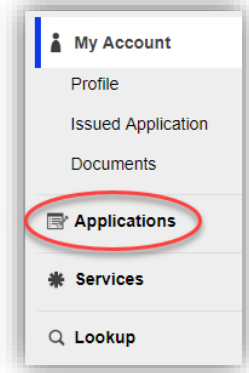
The screenshot shows the Michigan EMS eLicensing Portal. The header includes the logo for the Bureau of EMS, Trauma & Preparedness (BETP) and the Michigan Department of Health & Human Services. The main content area is titled 'Welcome to the Michigan EMS eLicensing Portal' and provides instructions for returning visitors and new visitors. There are buttons for 'YES Claim Your Account/Find Username' and 'NO Create an Account'. A 'Lookup' section allows users to search for their account information. A 'Need Help?' section provides contact information for the Bureau. At the bottom, there is a 'Login' section with input fields for 'Username' and 'Password', and buttons for 'Login' and 'Create Account'.

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- Once you are logged into the eLicensing portal, from the main menu, click on the **Applications** link. From the list of available applications, locate the **Michigan Course Completion Application** and click **Apply Now**.

4. Monitor Email

- Additional information such as; volunteer verification, military discharges, or other documentation may be requested after submittal. Be sure to monitor your email account for 72 hours following your application submittal for such requests. Follow the instructions as indicated.



5. Receive Your Michigan EMS License

- Application approval notifications are sent via email. After you receive notification, your license status can be verified online within 24 hours, via the eLicensing portal **Lookup** button. Any member of the public, such as a potential employer, may verify a license status using this tool. Your official paper license will be sent via USPS to the mailing address on your user profile and should arrive within 7-10 days after you receive the emailed notification.

Questions or Problems?

Answers to frequently asked questions are available on the FAQs tab of the eLicensing portal.



If at any time, you need assistance or have questions regarding the eLicensing website or the licensing process, you may contact the EMS office by email @ MDHHS-MichiganEMS@michigan.gov or by phone (517) 241-3025.