# **EMSSP**

GUIDE – Reference



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#### Home page



APPLICATION REGISTER CONTACT US

LOGIN



#### Getting started

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Congratulations on either starting or furthering your EMS career. The Virginia EMS Scholarship Program provides funding support to awarded applicants towards the EMS initial certification program of their choice. Certain eligibility criteria and participation conditions apply.

#### Registration

In order to apply for the Virginia EMS Scholarship, you must first register. Registering involves a simple two-step process.

- Step 1 Fill in the required fields to create your Applicant Profile.
   Step 2 – create a user name and password. You will
- Step 2 create a user name and password. You will then be prompted to enter a verification code, which you will receive in your email inbox (be sure to check your "Junk" or "Spam" folders, if it is not in the inbox). Enter your verification code. Your registration is now complete.

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#### About Us

The Virginia Office of EMS (OEMS) is an organization of the Virginia Department of Health. OEMS is responsible for planning and coordinating an effective and efficient statewide

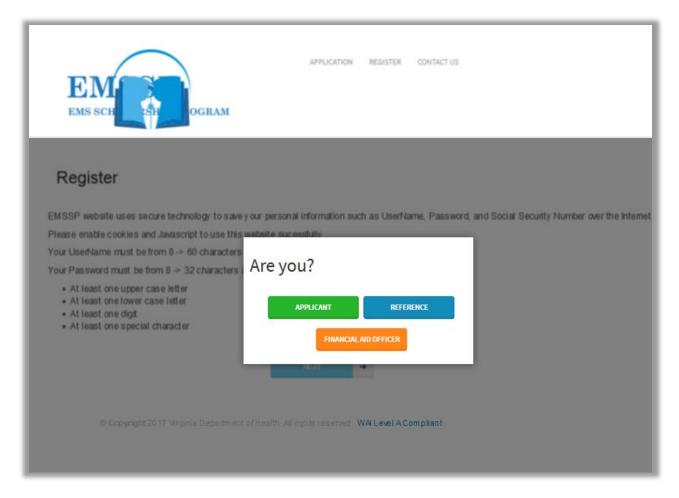
planning and coordinating an enecuve and enticient statewide EMS system.

To this end, our goals include cultivating an exceptional EMS workforce and ensuring equitable access to quality EMS education programs throughout the Commonwealth.

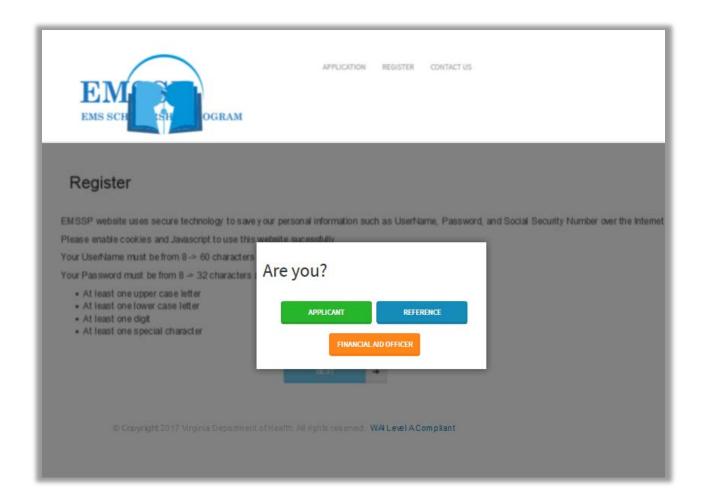
LEARN MORE »

# Register

Click on Register on Navigation, you will be asked to choose which direction you'd like to go.

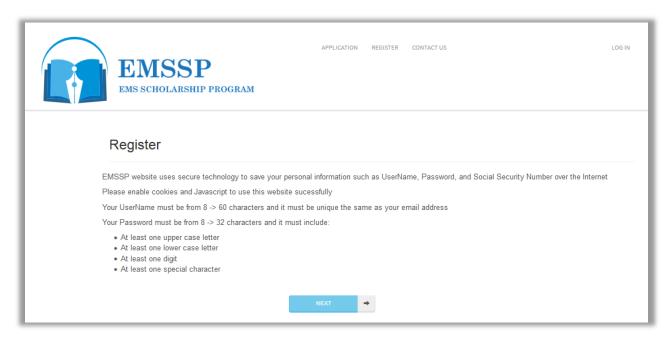


# <u>Register – Reference</u>

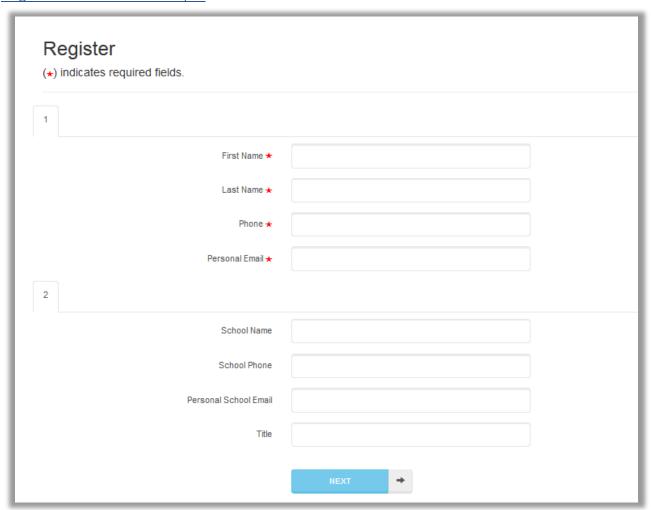


## Landing page

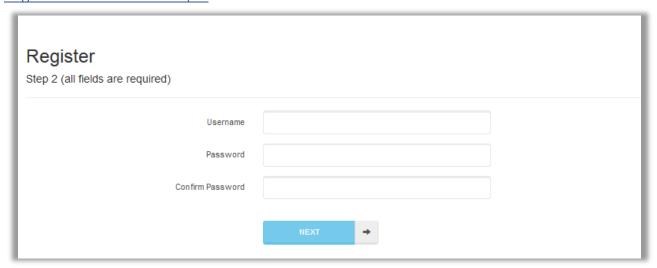
This is the landing page when you're in the registration for reference. Click Next to go to main page.



# Register – Reference – Step 1



## Register – Reference – Step 2

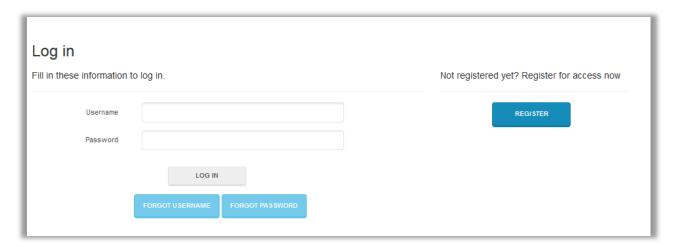


After step 1 of the registration, you will need to create your username and password. The rules to create username/password are clearly stated on the registration landing page.

#### Register - Reference - Log in

References will not need a verification code.

After create your username/password, click Next, you will go to Login page



## Dashboard - Reference

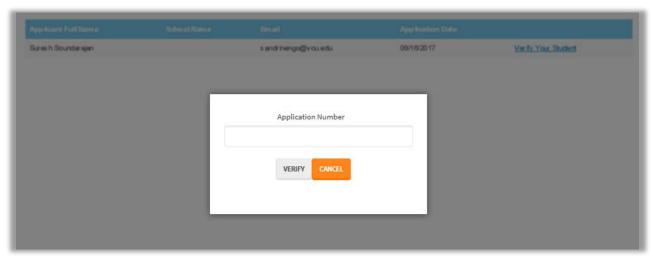
If reference doesn't have any application to give statement. He/she will see the below.



If they have application(s) need to give statement; it will be listed here. To give statement, reference needs to verify by entering the Application Number which was included in the notification email.

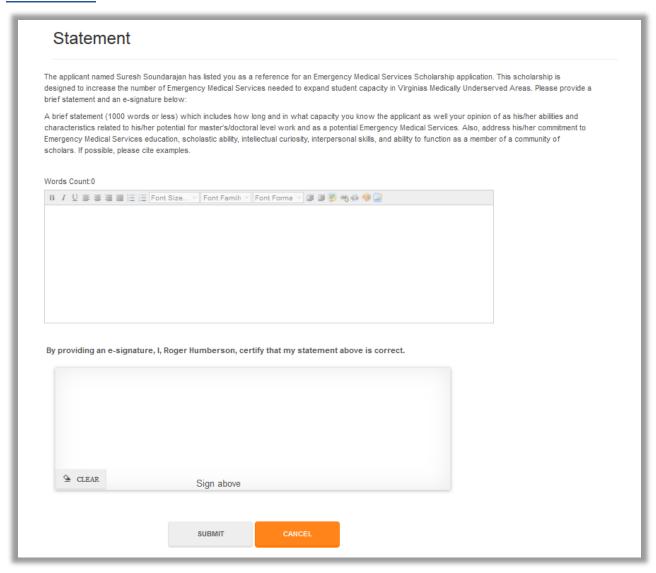


# Verify Application Number



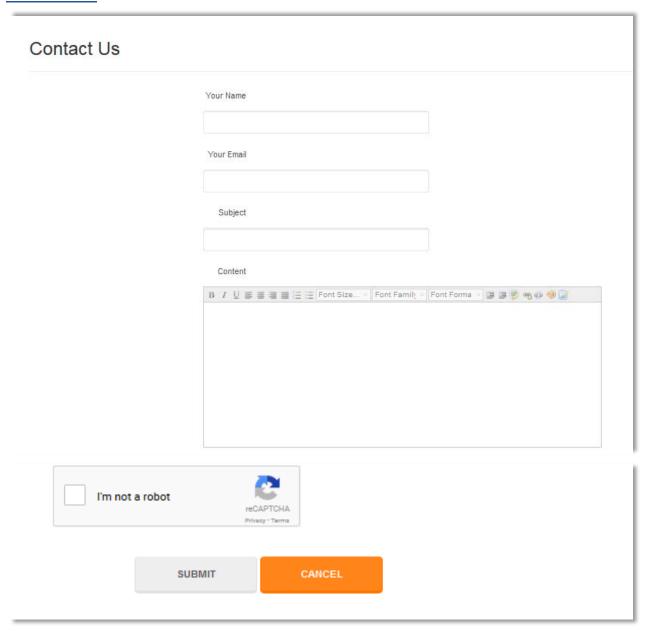
By enter valid Application Number, the system will redirect to Statement page.

## Statement

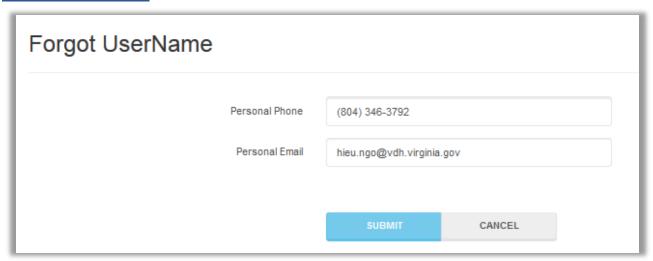


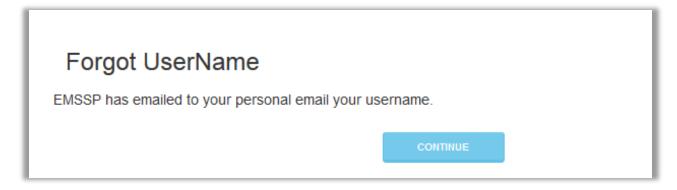
All fields are required.

# Contact us



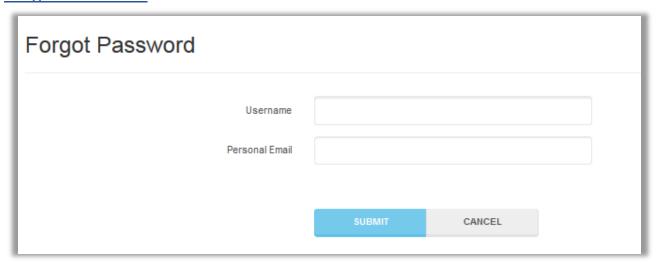
## Forgot username



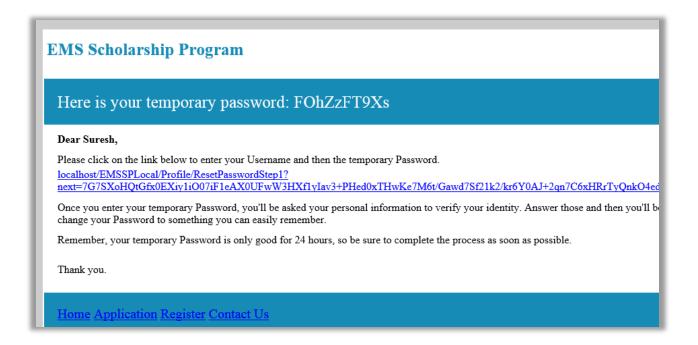




## Forgot Password



After enter information to verify, user will receive an email with the instructions on how to reset the password.



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