Bachelor of Paramedic Practice (Conversion) Applicants

Evidence of Employment

A condition of entry into the Bachelor of Paramedic Practice (Conversion) is current employment as a paramedic. The university recognises that some applicants will be employed in a paramedic role but have a different job title. To be considered for this course you must supply a letter from your employer confirming you are employed in a paramedic position consistent with the Paramedicine Role Descriptions from Paramedics Australasia.

Your confirmation of employment letter can be uploaded through the document upload facility at the end of your application, or at any time through your eApplication portal once your application has been submitted. Simply log into your account at and click on Upload Documents. Select the document type and click upload. Your documents must be in one of the following formats: PDF, RTF, doc or docx. The Admissions Office cannot accept JPEG files.

Without a letter, your application for admission is not able to be assessed.

This statement can be from a supervisor responsible for the applicant, and must be printed on letterhead or official memorandum stationery from their employing organisation. Templates are provided below to facilitate the provision of this statement and may be ‘cut and pasted’ onto the employing organisation’s official stationery.

If you have any further enquiries, please contact the Student Centre on 1300 361 928.

Military Personnel

Applicants employed with the Australian Defence Force are required to provide the University of Tasmania with a statement which confirms their current employment in the role of Advanced Medical Technician or ADFMC within the ADF.

The Admissions Office
The University of Tasmania
Private Bag 11
Hobart
Tasmania TAS 7001

To whom it may concern

This statement confirms <insert name> that is currently employed by <insert name> as an Advanced Medical Technician/ADFMC within the Australian Defence Forces. Confirmation of this statement can be obtained by contacting the undersigned via the contact details given below.

<Insert name>
<Insert Position>
<Insert Organization>
<Insert email contact>
State Ambulance Service
Applicants employed with by a State Ambulance service are required to provide the University of Tasmania with a statement which confirms their current employment in a Paramedic position.

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Hobart
Tasmania TAS 7001

To whom it may concern

This statement confirms <insert name> that is currently employed by <insert name> in a Paramedic position. Confirmation of this statement can be obtained by contacting the undersigned via the contact details given below.

<Insert name>
<Insert Position>
<Insert Organization>
<Insert email contact>

Private/Other Organisation
(Non-Military Personnel and Non-State Ambulance Service Employee)

Applicants employed by a private organisation which is neither a State Ambulance Service nor an arm of the Australian Defence Force, are required to provide the University of Tasmania with a statement which confirms their current employment in a paramedic position.

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Private Bag 11
Hobart
Tasmania TAS 7001

To whom it may concern

This statement confirms <insert name> that is currently employed by <insert name> in a paramedic position. Confirmation of this statement can be obtained by contacting the undersigned via the contact details given below.

<Insert name>
<Insert Position>
<Insert Organization>
<Insert email contact>