Checklist for certifying students

1. Get your students started on the right path with AMT Edge.
   - Share these resources with your students via email, or include links in your syllabus:
     - Encourage students to join the AMT Edge Student Readiness Program (americanmedtech.org/edge).
     - Share AMT blog posts (americanmedtech.org/Blog) about the importance of certification for employment and the value of a rigorous credential.
     - Get the word out to your students about certification with FREE student posters, brochures and stickers. Visit form.jotform.com/AMTech2/consult-an-expert to request materials.

2. Help students apply for certification.
   - Don't miss these important application steps for students:
     - Send students AMT’s How to Apply Video (youtube.com/watch?v=_vVA3PYM7hE).
     - Provide them with your organization ID to link their application to your school.
     - If your school pays for its students, make a bulk purchase and provide your students a coupon code.

3. Prepare students for the certification exam.
   - Must-have tools for the certification exam:
     - Students can use the exam content outline as a checklist of the material that will be covered on the test and work their way through topics as they study. Find materials at americanmedtech.org/Certification/Get-Certified/tabs/3#prepare-tab.

4. Have your students schedule their exam.
   - Direct students to americanmedtech.org/Certification/Get-Certified/tabs/4#exam-tab to schedule their exam at a Pearson VUE testing center.

5. Track student progress with powerful reporting.
   - Tracking ideas for program directors:
     - AMT provides easy access to an array of reporting tools when you log into your My AMT Portal (americanmedtech.org/Login) as an authorized school representative.
     - Monitor student application status, practice exam results and review course registration with AMT’s detailed reporting tools.
     - Use practice exam results to identify student knowledge gaps and target improvements in your curriculum.
     - See pass/fail rates and compare them to national benchmarks.

6. Send AMT your students’ official transcripts after graduation.
   - This final step in the process ensures your students complete the certification requirements and officially launch their careers.
   - Submit transcripts to documents@americanmedtech.org.

Resources for students
See all that AMT has to offer students as they prepare for certification—from profession profiles to interactive study tools. Visit americanmedtech.org/Blog/Blog-Post/student-resources.

AMT supports students and educators.