

FIREFIGHTER I/II RECRUIT SCHOOL



**Registration
Packet**

RETURN YOUR COMPLETED APPLICATION TO:

Mail: Alabama Fire College, Attention: Student Services, 2501 Phoenix Drive, Tuscaloosa, AL 35405

Scan and e-mail: studentservices@alabamafirecollege.org



MINIMUM PRE-REQUISITES AND ADMISSION CRITERIA:

Student must submit full admission packet, with method of payment, at time of registration. Admission packet will be returned if not complete.

- _____ Must be 18 to enter the course
- _____ High school diploma or equivalent (If using VA benefits, official transcripts must be obtained from all schools attended, including all military transcripts.)
- _____ Current valid driver's license (faxed copies will not be accepted)
- _____ Completed and signed application for admission
- _____ Emergency Care Provider, EMT or higher
- _____ Successful completion of CPAT (out of state students must submit [AFC CPAT form](#))
- _____ Proof of health insurance (front and back of card)
- _____ AFC Physical Statement form signed by medical doctor or such physician's designee within the last 12 months
- _____ Background and drug check will be done first day of class for self-sponsored students. For department personnel, Chief must, submit [2/1/18 revised Notice of Employment](#) form.

Fire Fighter Bridge additional requirements:

- _____ Certified Volunteer Fire Fighter
- _____ Certified Hazardous Materials: Awareness and Operations
- _____ Successfully completed Fire Fighter Proficiency Exam Level I, conducted by the Alabama Fire College
- _____ Affidavit certifying 30 hours of continuing education per calendar year as indicated in:
360-X-1 (d) (2) General Regulations: Administrative Procedures

REGISTRATION PAYMENT POLICY:

Official registration requires full payment of the stated fees by credit card, personal check (for personal registration), or official purchase order (for government agencies or businesses) at the time of registration. Accepted credit cards are: American Express, Discover, MasterCard, and Visa.

WITHDRAWAL/REFUND POLICY:

Students who register for a course and wish to withdraw in good standing must submit a written request by e-mail to studentservices@alabamafirecollege.org, to be received **prior** to orientation in order to receive a full refund. VA students are not charged any tuition if they no-show a class or withdraw the first day, thereafter the tuition is due in full. There is a \$175 early withdrawal penalty from Fire Fighter I/II or Bridge after Orientation has been held and before the first day of class. The following refund policies are adhered to for withdrawals after first day of class:

First week withdrawal:

- Students, both FF I/II and Bridge, withdrawing during the first week of class will receive a 75% tuition refund.
- No refund will be given for uniform costs.
- Pro-rated PPE rental refund based on withdrawal date
- Hotel accommodation (on-campus only) refund is pro-rated based on the date of withdrawal.

Second week withdrawal:

- Students, both FF I/II and Bridge, withdrawing during the second week of class will receive a 50% tuition refund
- No refund will be given for uniform costs.
- Pro-rated PPE rental refund based on withdrawal date
- Hotel accommodation (on-campus only) refund is pro-rated based on the date of withdrawal.

Third week withdrawal:

- Tuition refunds will not be granted to FF I/II or Bridge students withdrawing during or after third week of class.
- No refund will be given for uniform costs.
- Pro-rated PPE rental refund based on withdrawal date
- Hotel accommodation (on-campus only) refund is pro-rated based on the date of withdrawal.

FF I/II CANCELLATION POLICY:

Alabama Fire College reserves the right to cancel or postpone any course. Courses that do not meet the minimum registration may be canceled one (1) month prior to the start date. When a course is scheduled and advertised, there is no guarantee that the course will be delivered. In the event that a class is canceled student will receive 100% refund.



ALABAMA FIRE COLLEGE AND PERSONNEL STANDARDS COMMISSION

Send documents to: Alabama Fire College, Registrar, 2501 Phoenix Drive, Tuscaloosa, Alabama 35405
Toll Free: 1(800)241-2467 Fax: (205) 343-7404 StudentServices@alabamafirecollege.org
Students with incomplete registration forms will not be enrolled in class. Legibly complete form in its entirety.

1. Location of Training Facility/Department:			2. Course Title:			3. Begin Date:		4. End Date:											
5. SSN: <table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> <td style="width: 12.5%;"></td> </tr> </table>												6. DOB: MM DD YYYY		7. Gender: Male Female		8. Race:	9. High School Diploma/GED: Yes No		
10. Last Name:		11. First Name:		12. Middle Name:	13. Suffix:	14. Previous Name/Names Registered Under:													
15. Street Address:			16. City:		17. State:	18. Zip:	19. County:												
20. Cell Number:				22. Work Number:															
23. Have you attended the Alabama Fire College before? Yes No				24. Department sending you for training:															
25. Training Officer/Fire Chief's information: Name:		26. Office Number:		27. Cell Number:		25. Training Officer/Chief's email address													
19. Registrant's email address:																			

VA Benefit Requirements: If using Veterans Administration benefits, students must provide official transcripts from all other colleges attended, to include military transcripts. Currently, on-campus courses are eligible for VA benefits. Students must submit a certificate of eligibility from the VA, a copy of his/her high school diploma or GED, and the Change of Program or Place of Training Form (if applicable). VA students are not charged any tuition if they no-show a class or withdraw the first day, thereafter the tuition is due in full.

_____ *Signature of Student*

Honor Statement Policy: During any phase (academic or practical) of an Alabama Fire College course (coursework, evaluation, project, practical/skills exam, cognitive/written exam) cheating, in any form, is prohibited. Cheating, in any form, is acting dishonestly to gain an unfair advantage.

- *Looking at another candidate's exam* ■ *Attempting to take an exam for someone else* ■ *Attempting to remove an exam from the room in any*
- *Talking to another candidate* ■ *Possession of any device capable of recording or transmitting data, including but not limited to, photography and audio recordings*

By checking this box, I acknowledge I have read and understood the Honor Statement Policy.

Course Withdrawal Policy: Students who register for courses and fail to attend will be charged the full registration fee. To receive a full refund, all cancellations or withdrawals must be received in writing to registration (StudentServices@alabamafirecollege.org) at least two weeks prior to the beginning of class. Students will receive full refunds for courses cancelled by the Alabama Fire College.

By checking this box, I acknowledge I have read and understood the Course Withdrawal Policy.

Prerequisite Requirements: Courses may have prerequisites that include either certification or proof of training. Forward all required certificates or proof of training with this registration form. Students not meeting prerequisite requirements will not be certified. Sitting for a test does not guarantee certification. Students not certifying will receive a Certificate of Attendance only. Prerequisites must be a certificate from an agency accredited by either ProBoard or IFSAC. (VA Students must be documented that they meet prerequisites before beginning a class.)

By checking this box, I acknowledge I have read and understood the Prerequisite Requirements.

Felony Conviction Statement: I hereby affirm and certify, under penalty of perjury, that I have not been convicted of a felony and that I am not in violation of Alabama Administrative Code 360-X-1-.01(3)(e)1-2. I attest that all information provided herein is true and accurate to the best of my knowledge.

By checking this box, I acknowledge I have read and understood the Felony Conviction Statement.

Photo Release Statement: I hereby authorize the staff of the Alabama Fire College to use, reproduce, and/or publish photographs and/or video that may pertain to me, including my image, likeness and/or voice without compensation. I understand that this material may be used in various publications, public affairs releases, recruitment materials, broadcast public service advertising (PSAs) or for other related marketing endeavors. This material may also appear on the Alabama Fire College's website and other related social media sites. This authorization is continuous and may only be withdrawn by my specific revocation of this authorization in writing. If I do not wish to agree to this release statement, I will alert my instructor at the beginning of the class as such.

By checking this box, I acknowledge I have read and understood the Photo Release Statement.

(Signature) I attest that the above is true and accurate. _____ Date: _____

TUITION & FEES:

Tuition and Fees are subject to change without notice. *Students using lodging are liable for any damages.*
 Tuition must be paid to hold a seat in a class. All other fees must be paid 30 days prior to begin date of class.
By signing this form student is affirming they are accountable for all fees checked.

Student Signature _____ Location: _____ Date: _____

PLEASE SELECT YOUR OPTIONS BELOW

Cost

Emergency Care Provider (ECP)	In state tuition	\$110
Emergency Care Provider (ECP)	Out of state tuition	\$330
Lodging fee (ECP) 2 nights	Hotel accommodations for 2 nights. (Wed & Thur nights) (Tuscaloosa campus only)	\$130
Lodging fee (ECP) – 3 nights	Hotel accommodations for 3 nights. (Tue & Thur nights) (Tuscaloosa campus only)	\$195
Fire Fighter I/II	In state tuition	\$990
Fire Fighter I/II	Out of state tuition	\$2,090
Lodging fee FF I/II – 4 nights a week	Hotel accommodations for nine weeks (Mon – Thur night) (Tuscaloosa campus only)	\$1,260
Lodging fee FF I/II – 5 nights a week	Hotel accommodations for nine weeks (Sun – Thur night) (Tuscaloosa campus only)	\$1,575
Bridge Program	Tuition only (5-week course for Certified VFF who seek professional FF I/II certification)	\$660
PPE Rental	For those who do not have their own approved gear. (Tuscaloosa campus only) <i>Refund is pro-rated based on date of with-drawal.</i>	\$770

Total Due: \$ _____ Balance Owed: \$ _____ Balance must be paid 30 days prior to first day of class

METHOD OF PAYMENT REQUIRED AT TIME OF REGISTRATION

Cash

Check (driver’s license & phone number must be listed on check)

Money Order

Purchase Order (a copy of PO with details must be submitted at time of registration)

Credit card type: American Express Discover MasterCard Visa

Credit card expiration date _____ CCV No. _____

CC# _____

Office use only: Received by: _____ **Date received:** _____

UNIFORM AND EQUIPMENT LIST

Items listed below can be purchased at the Alabama Fire College Bookstore on the main campus in Tuscaloosa and can also be ordered by calling 1(866)984-3545 or online at www.afcbookstore.com

***Prices not included in tuition **Prices are subject to change**

MINIMUM REQUIRED FOR SELF-SPONSORED APPLICANTS:

Items	Sizes S–XL	XXL	Cost
Three (3) navy t-shirts with white AFC logo	\$11.00 each	\$14.50 each	\$33.00 - \$43.50
Three (3) navy PT shorts with white AFC logo	\$19.50 each	\$22.50 each	\$58.50 - \$67.50
One (1) navy sweatshirt with white AFC logo	\$22.00	\$24.50	\$22.00 - \$24.50
One (1) navy sweatpants with white AFC logo	\$22.00	\$24.00	\$22.00 - \$24.50
Three (3) pairs of navy BDU pants	\$50.00 each		\$150.00
Three (3) navy golf shirts with AFC logo	\$36.50 each	\$39.00 each	\$109.50 - \$117.00
One (1) black, cotton belt	\$10.00		\$10.00
Textbook			\$96.00
<i>The Station Ready Recruit</i> , 2nd edition			\$19.95
ERG 2016			\$4.95
APPROXIMATE TOTAL Taxes not included in cost			\$525.90 - \$557.90

MAIN CAMPUS TUSCALOOSA APPLICANT: **Graduation uniform must be purchased by all self-sponsored recruits 2-weeks prior to graduation from AFC Bookstore.

Graduation Items	Sizes S–XXL		Cost
One (1) long sleeve, gray dress shirt	\$52.00		\$52.00
One (1) navy tie	\$10.00		\$10.00
One (1) pair of dress pants, navy with red stripe	\$55.00		\$55.00
One (1) AFC badge	\$59.50		\$59.50
One (1) AFC patch	\$5.00		\$5.00
APPROXIMATE TOTAL Taxes not included in cost			\$181.50

**GRADUATION UNIFORM INFORMATION FOR REGIONAL TRAINING CENTER SELF-SPONSORED STUDENT:

The regional training center affiliated with the recruit school will provide the student with information regarding the graduation uniform at the beginning of the Recruit School. **AFC badge and patch are available at the AFC Bookstore.

MINIMUM REQUIRED FOR DEPARTMENT-SPONSORED

Items	Sizes S–XL	XXL	Cost
Department issued uniforms for daily wear			
Department issued dress uniform for graduation			
Three (3) navy t-shirts with white AFC logo	\$11 each	\$14.50 each	\$33.00 - \$43.50
Three (3) navy PT shorts with white AFC logo	\$19.50 each	\$22.50 each	\$58.50 - \$67.50
One (1) navy sweatshirt with white AFC logo	\$22.00	\$24.50	\$22.00 - \$24.50
One (1) navy sweatpants with white AFC logo	\$22.00	\$24.50	\$22.00 - \$24.50
Textbook			\$96.00
<i>The Station Ready Recruit</i> , 2nd edition			\$19.95
ERG 2016			\$4.95
APPROXIMATE TOTAL Taxes not included in cost			\$256.40 - \$280.90

ADDITIONAL EQUIPMENT REQUIRED FOR ALL RECRUITS:

- One (1) pair of white or black running shoes
- One (1) pair of black boots or dress shoes
- *Personal Protective Equipment (PPE)

PERSONAL PROTECTIVE EQUIPMENT (PPE) RENTAL:

ON-CAMPUS: *PPE RENTAL FEE (\$770) INCLUDES: turnout coat, turnout pants, helmet, gloves, Nomex hood, and Self-Contained Breathing Apparatus (SCBA) with spare bottle. This fee is payable at the Student Services office and is available for on-campus only.

REGIONAL TRAINING CENTER: *To order PPE, contact the Regional Coordinator assigned to the RTC where the Recruit School is being held. Regional contact info can be found on the website Regional Map. Click [here](#) for link.

UNIFORM & SUPPLIES

AFC Bookstore prices are subject to change without notice

For more information, call the Bookstore at 1(866)984-3545, or visit us online at www.afcbookstore.com

Circle one: On Campus (Tuscaloosa) / Regional Training Center: _____

Name: _____ **E-mail:** _____ **Phone:** _____

Recruit School Date: _____ Location: _____

Circle one: Self-Sponsored / Department-Sponsored

Need it Shipped?

Name & address to ship to: _____

<i>For pricing information refer to page 4 in this packet.</i>							Bookstore use only
RECRUIT CLOTHES:	SIZE:					# Needed	# Rec'd
3 navy AFC RS t-shirts	S	M	L	XL	2XL		
3 pairs of AFC navy running shorts (shorts run one size smaller)	S	M	L	XL	2XL		
3 navy AFC golf shirts	S	M	L	XL	2XL		
3 pairs of navy BDU pants (unhemmed length - student is responsible for hemming)	Waist: (circle one) 28" 30" 32" 34" 36" 38" 40" 42"						
1 pair of navy sweatpants with white AFC logo	S	M	L	XL	2XL		
1 navy sweatshirt with white AFC logo	S	M	L	XL	2XL		
1 black, cotton belt							
Textbook(s)							
GRADUATION UNIFORM: (On-campus self-sponsored students: Graduation uniforms are ordered and purchased through AFC Bookstore prior to graduation. (This amount is separate and not included in initial recruit clothing or tuition and equipment amounts.) **RTC Students: graduation uniform information will be provided at the beginning of recruit school.							

Type:	Amount:	Number:		
Check				
Cash				
Money Order				
Purchase Order (a copy must be submitted at time of order)		Department Name:		
FD Address:			FD Phone:	
Credit Card NO.			VISA	MC DIC AMEX
Cardholder Name:		Exp:	Zip Code:	



ALABAMA FIRE COLLEGE & PERSONNEL STANDARDS & EDUCATION COMMISSION

This form must be completed and forwarded to the Alabama Fire College & Personnel Standards & Education Commission's Certification Unit for both Career (Paid) and Volunteer Applicants

PHYSICAL STATEMENT

The physical and medical examination should be conducted for the purpose of detecting or determining the presence of deficiencies or abnormalities which would reasonably be expected to limit the abilities of the applicant to satisfactorily and safely perform all the duties associated with firefighting.

The Essential Functions of Firefighting listed below are meant to serve as a reference resource for physicians when determining the fitness of a candidate for firefighting duties as recommended by NFPA 1001: *Standard for Fire Fighter Professional Qualifications*' Entrance Requirements. The Essential Functions of Firefighting are meant to define and to give a broader understanding of the physical requirements demanded of firefighters. The Essential Functions of Firefighting are merely meant to be used as an aid for physicians when assessing the physical status of a candidate.

I, as a licensed practicing physician, have examined and certify the individual listed below to be in good health and physically fit for the performance of duties as a firefighter.		
Applicant's Full Name – Print		
Last 4 digits of Applicant's SSN		
Date of Examination		
Physician's Name (or such Designee)–Printed		
Physician's Signature (or such Designee)		
Name of Practice		
Address	Office Number	
City	State	Zip

Essential Functions of Firefighting

- *While wearing personal protective ensembles and self-contained breathing apparatus (SCBA), performing fire-fighting tasks (e.g., hoseline operations, extensive crawling, lifting and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry), rescue operations, and other emergency response actions under stressful conditions, including working in extremely hot or cold environments for prolonged time periods
- *Wearing a SCBA, which includes a demand valve–type positive-pressure face piece or HEPA filter masks, which requires the ability to tolerate increased respiratory workloads
- *Exposure to toxic fumes, irritants, particulates, biological (infectious) and nonbiological hazards, and/or heated gases, despite the use of personal protective ensembles and SCBA
- *Depending on the local jurisdiction, climbing six or more flights of stairs while wearing fire protective ensemble weighing at least 50 lb (22.6 kg) or more and carrying equipment/tools weighing an additional 20 to 40 lb (9 to 18 kg)
- *Wearing fire protective ensemble including SCBA, that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2°F (39°C)
- *While wearing personal protective ensembles and SCBA, searching, finding, and rescue-dragging or carrying victims ranging from newborns up to adults weighing over 200 lb (90 kg) to safety despite hazardous conditions and low visibility
- *While wearing personal protective ensembles and SCBA, advancing water-filled hoselines up to 2 1/2 in. (65 mm) in diameter from fire apparatus to occupancy [approximately 150 ft (50 m)], which can involve negotiating multiple flights of stairs, ladders, and other obstacles
- *While wearing personal protective ensembles and SCBA, climbing ladders, operating from heights, walking or crawling in the dark along narrow and uneven surfaces that might be wet or icy, and operating in proximity to electrical power lines and/or other hazards
- *Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration
- *Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens
- *Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, that is further aggravated by fatigue, flashing lights, sirens, and other distractions
- *Ability to communicate (give and comprehend verbal orders) while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hoselines and/or fixed protection systems (sprinklers)
- *Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to civilians or other team members
- *Working in shifts, including during nighttime, that can expand beyond 12 hours.