Checklist of Documented Requirements for Department Delivery Fire Fighter I/II Recruit Schools

The checklist below is to be used to ensure that all required admissions and certification documentation, for Department Deliverable FF I/II Recruit Schools, are sent to AFC in a timely manner.

**All admission documents must be submitted “three weeks” prior to “begin date” of course to:**
StudentServices@alabamafirecollege.org or fax (205)343-7404

_____ Alabama Fire College “Registration Form” – Use most current form on AFC website

_____ “Notice of Employment”

_____ Alabama Fire College “Physical Statement Form” signed by an Alabama licensed physician or such designee within the last 12 months.

_____ “CPAT Verification Form” (must be current on first day of recruit school)

_____ Copy of “High School Diploma” or equivalent

_____ Proof of “First Responder”, “Emergency Care Provider”, “EMR”, “EMT” or “Medic”

_____ Copy of “Driver’s License”

**Regional Staff or Monitor on first day of class must turn in the following for: Fire Fighter I/II and co-requisite courses; HMAO, and Rapid Intervention Crews**

_____ Alabama Fire College first day “Course Roster” (Initial Enrollment)

*Registration forms are only required for students who are attending a co-requisite course that is not enrolled in Fire Fighter I/II Recruit School*

Please send the above items to studentservices@alabamafirecollege.org or fax: (205)343-7404

**Regional Staff or Test Proctor on final day of class or JPR test day for: Fire Fighter I/II and co-requisite courses; HMAO, and Rapid Intervention Crews**

_____ “Progress Record”, “Performance Evaluation Grade Sheets” (submit to testing)

_____ Instructor approved “Final Attendance Roster” with a total of course hours (submit to student services)

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