

Hillsborough Community College

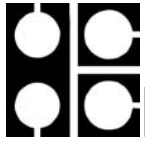
Thank you for your interest in attending the Hillsborough Community College Fire Academy. HCC has one of the largest Minimum Standards programs in the state. On average we train about 300 students per year in our 450 hour program.

The fire service is not a job suited for everyone. Not all the students who begin our academies are able to finish. Most students who successfully pass our program go on to have long and rewarding fire service careers. Our program, like the fire service, is Para-military in structure. There are established rules that are followed and disciplines that are taught. When you complete our program you will be eligible to take the state test to become a State Certified Fire Fighter.

This application has recently been revised in an effort to make things easier to understand and more user friendly. We have included a general schedule of classes, an explanation of the how the application and seating processes work and information on the state requirements for firefighters. You will also find both the applications which *must* be completed to enter into the fire academy. If you would like a sample copy of the TABE or College Placement Test (CPT) you may request one be sent to you or you may stop by the Public Service Tech building and pick one up.

We are frequently asked if there are any job openings in the fire service today, the answer is yes. Many fire departments are expanding and needing more people. Several central Florida departments are looking for qualified, enthusiastic, career oriented applicants. Completion of the fire academy, EMT, and Paramedic programs is a long process but it certainly worth the effort for an exciting, challenging career!

Thank you for your interest in our program. We look forward to helping you start on your new career path. Please remember that if you still have questions after reading all the information in this packet, you may call us at 813-253-7628.



Hillsborough Community College

HOW THE PROCESS WORKS

After you have submitted your application to HCC it is processed by Cindy Green. Ms. Green handles the applications for both Law Enforcement and Fire Academies. She will process your paperwork and if complete, submit it to Admissions and Records. If you are missing any of the required documents she will return the application to you with a letter stating why it was returned.

If your file was complete then Ms. Green will send you a letter stating that everything was in order and that your file is being sent to the Fire Academy coordinators. When we receive your file it is date stamped and your name is placed on the waiting list based on the date it was received in our office. A letter will be sent out to you advising you that your file was received and that your name has been placed on the waiting list. If possible, you will also be advised which academy you can expect placement in.

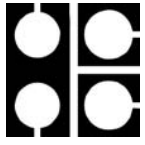
We will begin seating academies approximately eight (8) weeks before each academy begins. We begin at the top of the waiting list and start filling in vacancies. Students will receive a letter offering them a seat and a reservation e-mail address to contact to accept the seat. The reservation e-mail must be received by the deadline date (phone calls will not be accepted). Once your reservation is received in our office we will e-mail you a confirmation letter stating that you officially have a seat and we will then advise you about the date, time and place for orientation. If you fail to e-mail the reservation by the deadline date we will go to the next person on the waiting list and offer them a seat. Once we get to the actual seating process things move very quickly! Now you can appreciate why it is imperative that we have a current address for students! We will not take the time to track down students to get an updated address.

Orientation is mandatory! **The rules governing orientation are strictly enforced.** We advise you to be there by the scheduled time as the doors will be closed and no latecomers will be admitted

Excuses for being late are unacceptable — this can not be stressed enough!

At orientation you will receive your packet of state paperwork and registration forms as well as all the information you will need to begin the class. Please understand that the paperwork the state requires is above and beyond what you have submitted to HCC for admission. **You will need to supply the state with a copy of your high school diploma (it does not have to be a transcript), a copy of your driver license or birth certificate. We will not go back through your HCC file** and make copies for you to submit to the state, this is your responsibility. All of this will be completely covered at orientation so please save your questions.

Bear in mind that Ms. Green is an extremely busy lady. She does not have the time to personally walk every student through the process. If you must contact Ms. Green you may do so by e-mail (cgreen@hccfl.edu). Please try to keep your questions to a minimum.



Hillsborough Community College

FIRE ACADEMY CLASSES & SCHEDULES

At this time we have four (4) class schedules to select from in order for you to select the one that best suits your needs. We offer 2 part-time classes and 2 fulltime classes.

Classes are scheduled on a year-round basis with a new academy beginning shortly after the previous one is completed.

Part-Time Academy Schedule:

Monday & Wednesday evening 6:00pm until 11:00pm and Saturday 8:00am until 7:00pm.

Or:

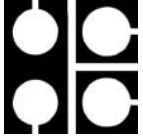
Tuesday & Thursday evening 6:00pm until 11:00pm and Sunday 8:00am until 7:00pm.

Full -Time Academy Schedule:

Monday – Thursday 8:00am - 5:00pm

Or:

Tuesday-Friday 8:00am - 5:00pm



Hillsborough Community College

Dear Student:

The reason for this letter is to explain some mandated requirements by the State Bureau of Fire Standards and Training.

HCC has always prided itself in keeping class costs within a reasonable reach. The Bureau of Fire Standards and Training has mandated that in an affect to become compliant with NFPA 1971, bunker pants and coats must be designed to be worn together as an "ensemble". This means that the jacket and pants must be made by the same manufacturer, at the same time and carry the same model numbers.

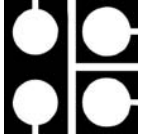
In addition to the bunker gear, students must now provide their own Self Contained Breathing Apparatus face pieces. The State is now requiring that students have a certified "fit test" done prior to any live fire fighting activities.

Rest assured that we are making every effort to secure favorable pricing for our students to purchase the items through several different vendors. In addition, bear in mind that students may resell their equipment to students who follow them in the next class. This could help to defray some of the expenses.

The following is an estimate of expenses you will incur.

Tuition	\$1,530.00	
Books	\$260.00	all required text books
Bunker Gear**	\$1,000.00	bunker pants and coat helmet, boots, gloves,
Other Gear**	\$300.00	nomex hood & rope
SCBA face piece**	\$380.00	price includes low pressure breathing [tube
Application Fee	\$30.00	State application processing fee
Fingerprint Fee	\$60.00	processing fee for FDLE background check
Total Expenses	\$3,560.00	

At orientation, we will cover all the required equipment in detail. Please hold your equipment questions until then. DO NOT purchase the equipment prior to orientation to ensure that the correct equipment is purchased.



Hillsborough Community College

GENERAL PROGRAM INFORMATION

Types of physical activities the student will be involved in, but not limited to are as follows:

1. Physical Training (supervised by instructors)

- a) Cardio Vascular (such as running, step ups, etc)
- b) Strength (pull ups, chin ups, push ups, etc)

2. Lifting and carrying as well as raising ground ladders.

- a) Each student will raise and climb all ladders from 24' to 50' in length (NOTE: These ladders are very heavy in their construction.)

3. Using heavy equipment to perform forcible entry. a)

Sledgehammer, fire axe, gas powered saws, etc.

4. Directing fire hose streams

- a) 1 ½" and 2 ½" handlines (NOTE: These nozzles have considerable reaction force.)

5. Ropes and knots

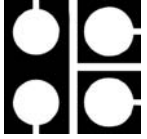
- a) Each student shall hoist forcible entry tools, ground ladders, etc. to a height of 20 feet.

6. Breathing Apparatus

- a) Each student shall perform all tasks (physical training excluded) while wearing breathing apparatus and full bunker gear.

7. Students shall demonstrate search and rescue procedures

- a) Each student shall remove injured persons (125 pound rescue manikin) from immediate hazards by the use of carries, drags and stretchers.



Hillsborough Community College

FLORIDA STATUTE 633.35 FIRE FIGHTER TRAINING PROGRAM MINIMUM STANDARDS

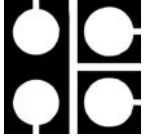
F.S. 633.35 FIRE FIGHTER TRAINING PROGRAM

THE DIVISION SHALL ESTABLISH A FIRE FIGHTER TRAINING PROGRAM OF NOT LESS THAN 360 HOURS, ADMINISTERED BY SUCH AGENCIES AND INSTITUTIONS AS IT APPROVES FOR THE PURPOSE OF PROVIDING BASIC EMPLOYMENT TRAINING FOR FIRE FIGHTERS. THE DIVISION SHALL ISSUE A CERTIFICATE OF COMPLIANCE TO ANY PERSON SATISFACTORILY COMPLYING WITH THE TRAINING PROGRAM ESTABLISHED IN SUBSECTION (1), WHO HAS SUCCESSFULLY PASSED AN EXAMINATION AS PRESCRIBED BY THE DIVISION, AND WHO POSSESSES THE QUALIFICATIONS FOR EMPLOYMENT IN

S.633.34. NO PERSON MAY BE EMPLOYED AS A REGULAR OR PERMANENT FIRE FIGHTER BY THE EMPLOYING AGENCY FOR A PERIOD OF TIME IN EXCESS OF ONE (1) YEAR FROM THE DATE OF INITIAL EMPLOYMENT UNTIL HE HAS OBTAINED SUCH CERTIFICATE OF COMPLIANCE. THE DIVISION MAY ISSUE A CERTIFICATE TO ANY PERSON WHO HAS RECEIVED TRAINING IN ANOTHER STATE WHEN THE DIVISION HAS DETERMINED THAT SUCH TRAINING WAS AT LEAST EQUIVALENT TO THAT REQUIRED BY THE DIVISION FOR APPROVED FIRE FIGHTER EDUCATION AND TRAINING PROGRAMS IN THIS STATE AND WHICH SUCH PERSON HAS SATISFACTORILY COMPLIED WITH ALL OTHER REQUIREMENTS OF THIS PART.

NOTE: IN ORDER TO BE CERTIFIED BY THE STATE OF FLORIDA AND TO BE TESTED BY THE STATE AT THE CONCLUSION OF THE ACADEMY, THE STUDENT MUST COMPLY WITH F.S. 633.34.

QUESTIONS CONCERNING THE STATE REQUIREMENTS SHOULD BE REFERRED TO THE STATE FIRE COLLEGE (352) 369-2800



Hillsborough Community College

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QUESTIONS CONCERNING THE STATE REQUIREMENTS SHOULD BE REFERRED TO THE STATE FIRE COLLEGE (352) 732-1330.

FIREFIGHTER ACADEMY

After reviewing the attached material, if you have any questions regarding applications, dates, fees, out of pockets costs, etc., please contact the coordinators through their e-mail addresses:

Captain Jada Marshall
jmarshall@hccfl.edu

Captain Jim McAlister
jmcalister@hccfl.edu