

# TDG Fire Academy

## Application



<https://trainingdevgroup.com>

(877) 995-5656

**To register for your online Fire Academy Course you only have to submit a completed Application and pay your tuition. A separate Boot Camp Registration Packet is located on the website. All waivers and forms in the boot camp registration packet will be due BEFORE you attend your on-site boot camp/skills session.**

## **TDG Fire Academy**

### **Registration Checklist**

This checklist is provided for student use to help you insure that you do not skip any required steps in preparing for the Fire Academy. It is not necessary to turn this list in.

#### **Application & Registration**

- ┌ Submit the applicable tuition (this secures your spot)
- ┌ Review Refund Policy and Course Expiration Policy
- ┌ Complete application, sign, and email to [fire@trainingdevgroup.com](mailto:fire@trainingdevgroup.com) (within 2 business days of payment)

#### **Textbook**

- ┌ All e-books needed for the curriculum are included in your tuition to TDG Fire Academy. (Students wanting hard copy books may purchase them.)

## TDG Fire Academy Tuition and Fees

	In State (USD)	Out of State (USD)
Tuition*	\$3,918.00	\$4,528.00

*All tuition and fees are listed in USD amounts*

**\*The following items are included in tuition**

- Electronic textbook and study materials
- Gear rental
- All meals and accommodations for the 14 day boot camp
- State exam fees

**Refund Policy:** Course cancellation by TDG will result in a full refund unless the course is rescheduled for a later date. TDG reserves the right to cancel any boot camp if circumstances should arise that would not serve the best interest of students attending. If for any reason a student wishes to be refunded the cost of tuition and fees, a request must be made in writing and emailed to [finance@trainingdevgroup.com](mailto:finance@trainingdevgroup.com).

A full refund (**minus a \$150 admin charge**) will be granted if requested within 15 days of payment and will be processed in 5-7 business days.

Any refunds requested after 15 days will be prorated based on the following:

- Refunds requested 15-30 days after registration = 50% refund (**minus \$150 admin fee charge**)
- Refunds requested 30-60 days after registration = 25% refund (**minus \$150 admin charge**)
- No refunds will be given after 60 days.

**Payment Plan Refund Policy:** The financing fee of \$400 is non-refundable. The remaining down payment (minus a \$150 admin charge) is subject to the general refund policy listed above.

**Course Expiration Policy:** Online course will expire in 8 months from date of enrollment. On-site 14-day skills session/boot camp must be completed within 10 months of enrollment. This policy is in place to ensure your retention of course info/curriculum and for the student's success in passing the state exam.

# TDG Fire Academy Information

## General Information

TDG Fire Academy is an online academy followed by a 14-day onsite boot camp/ skills session designed to prepare trainees for a career as a Basic Structural Firefighter. The academy is an authorized training facility through the Texas Commission on Fire Protection (TCFP) guidelines. Trainees who successfully complete the academy will be eligible for the TCFP certification exam. Per §427.201(d) and §427.305 of the Texas Administrative Code, the skills testing and final exam must be completed on-site and in a proctored setting (which takes place during the 14-day boot camp). In addition to the firefighter training provided in this academy, emergency medical training is also required by the TCFP before a firefighter certification is issued. (See section on Emergency Medical Training below and on application). Upon completion of the academy, successful passing of the state practical and written exam, and completion of emergency medical training, trainees can certify as Basic Structural Firefighters with the Texas Commission on Fire Protection. In addition, successful trainees are eligible to receive International Fire Service Accreditation Congress (IFSAC) seals for Firefighter I, Firefighter II, Hazardous Materials Awareness, and Hazardous Materials Operations. These seals are accepted by many states in the US and provinces in Canada, as well as other countries, as evidence of firefighter training. ***Please note that all TCFP exam scores will expire after one year, therefore certifications and IFSAC Seals must be obtained prior to the exam expiration date.***

TDG Fire Academy holds on-site class room and skills sessions at Joshua Fire Department in Joshua, Texas. Holding the academy at a working municipal fire department gives students the ability to be submerged not only in the academy, but the daily life of working in a fire station. Joshua FD's station is a state of the art facility built and opened in 2013. Utilizing this facility will provide a top-notch experience for every student. The capabilities of this facility will allow for safe operations and for many other options with logistical set up and changes and with completion of the required skills mastery.

## Requirements for Eligibility

- Minimum age – 18 years
- Maximum age – None set by TDG. Applicants should be aware that age limitations are set by each department.
- Minimum education – High School Diploma or GED
- Medical examination – physician examination and certification required. Physician must certify that applicant is physically capable of meeting the physical demands of the academy.

**(Medical examination must be done prior to attending 14-day skill-session/boot camp.)**

## Textbook

**All textbooks** for this program are provided in electronic format within your online course. If you wish to purchase a hard copy of the textbook for your personal use you are welcome to do so but it is not required.

Jones and Bartlett Publishers,

*Fundamentals of Fire Fighter Skills and Hazardous Materials Response 4<sup>th</sup> Edition*

**Be sure to read all instructions provided with this application (Following instructions is an essential skill in the Fire Service).  
Doing so will prevent problems with your registration. Forms must be filled out in legible writing in blue or black ink or typed.**

## **Application Instructions**

### Personal Information

Supply the information indicated. All information is required. Incomplete applications will be rejected.

### **Texas Commission on Fire Protection (TCFP) PIN#**

All class rosters, testing requests, course completion certificates, etc. are keyed to your personal **TCFP PIN #**. If you do not have a number (and you probably don't), go to the TCFP FIDO web site at:

<https://auth.tcfp.texas.gov/account/login>

Click on "Create Account". Follow the instructions. If you do not have a valid Social Security Number (United States) or SIN (Canada), you cannot obtain a PIN through the FIDO system. After you create your account you can login to view your PIN (top right of screen).

**The TCFP PIN # is required. You cannot enroll without this number  
DO NOT SKIP THIS STEP!**

### Emergency Contact

Enter information for the person you want to be contacted in the event of an emergency or occurrence during the fire academy.

### Educational Level

Mark the highest educational level you have attained. Minimum requirement is a high school diploma or GED.

### Fire Service Affiliation

If you are affiliated with a paid or volunteer fire department (or both), mark the appropriate box(es) and write in the department name. If you have no fire service affiliation, mark "None".

### Emergency Medical Certification

If you have no emergency medical certification and have never held one, mark "None".

If you hold, have held, or are training for an emergency medical certification, mark the appropriate certification level and status as indicated.

### Sponsoring Fire Department

If a fire department is sponsoring you in this academy, complete the department information. If this does not apply, mark "Not Applicable". Sponsored means that you are an employee of the department and it is paying all or some expenses of the academy.

Criminal History

Review the criminal history information on the application and the “Criminal Conviction Guidelines” in the packet. Initial and date this section after you have read and understood.

Emergency Medical Training

Read the information provided on emergency medical training. Upon successful completion of the academy, you will be allowed to complete practical and written testing for firefighter certification. However, the Texas Commission on Fire Protection may not issue firefighter certification until you have completed the emergency medical training requirements. Initial and date this section after you have read and understood. (Most students complete Fire Academy first and then obtain their minimum medical training.)

Certification

Sign and date this section. By signing, you are certifying that the information you have provided on the application is true and correct. Intentionally supplying incorrect information, omitting, or withholding pertinent information will constitute grounds for dismissal from the academy.

Submission

Submit the application to [fire@trainingdevgroup.com](mailto:fire@trainingdevgroup.com).

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# TDG Fire Academy Application



## Personal Information

Name: \_\_\_\_\_, \_\_\_\_\_  
Last First MI

Address: \_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City State/Province Zip/Postal code

Phone: (\_\_\_\_)\_\_\_\_-\_\_\_\_ Email: \_\_\_\_\_

Date of Birth \_\_\_\_\_ T-shirt Size:  Adult S  Adult M  Adult L  Adult XL

TCFP Pin #: \_\_\_\_\_ Social Security or SIN # \_\_\_\_\_

## Emergency Contact

\_\_\_\_\_  
Name Relationship Phone

## Highest Educational Level Attained

- GED  High School Diploma  Some College  
 Associates Degree  Bachelor Degree  Graduate Degree

## Fire Service Affiliation (Mark all that apply)

- None  
 Paid Firefighter – Department \_\_\_\_\_  
 Volunteer Firefighter – Department \_\_\_\_\_

## Sponsoring Fire Department Not Applicable

\_\_\_\_\_  
Department Name  Paid  Volunteer  Combination

\_\_\_\_\_  
Address City State Zip

\_\_\_\_\_  
Fire Chief Phone

## Demographics

The following information is required by the Coordinating Board of the Texas College and University System:

Gender:  Male  Female Age: Are you 60 years old or older?  Yes  No

Race:  Black  White  Asian  American Indian  Hispanic  Other

**Criminal History**

Texas law requires that a criminal history check be conducted prior to being granted a firefighter certification by the Texas Commission on Fire Protection. An information sheet titled "Criminal Conviction Guidelines", excerpted from the applicable portion of the *Texas Administrative Code*, is included in this packet for your reference.

Training Development Group does not conduct background checks on applicants for the Fire Academy. If you have been convicted of a felony or Class A or B misdemeanor, you should consider having your individual status evaluated prior to enrollment in this program. TDG Fire Academy is not responsible if your application for firefighter certification is rejected by the Commission for any reason. By initialing below, you certify that you are aware of the background requirements for firefighter certification and have considered their applicability to your individual situation.

I certify that I have read the paragraphs above. I understand that TDG Fire Academy is not responsible for determining my eligibility for firefighter certification.

\_\_\_\_\_  
Initial                      Date

**Emergency Medical Training**

In addition to the firefighter training provided in this academy, the Texas Commission on Fire Protection requires emergency medical training prior to certifying individuals as firefighters. The Commission recognizes the following emergency medical training:

- Texas Department of State Health Services Emergency Medical Service Personnel certification training;
- American Red Cross Emergency Response course, including the optional lessons and enrichment sections;
- American Safety and Health Institute First Responder course;
- National Registry of Emergency Medical Technicians certification; or
- Medical training deemed equivalent by the Commission (Canadian students who have successfully completed, at a minimum, the British Columbia Occupational First Aid Level 3 or Alberta First Responder Level III and HCA meet this requirement)

The fire academy does not include this training. If you have not had emergency medical training, you must obtain it after completing Fire Academy.

I understand that, in addition to this academy, emergency medical training is required before firefighter certification can be obtained from the Texas Commission on Fire Protection.

\_\_\_\_\_  
Initial                      Date

**Refund and Course Cancelation Policy:**

I certify that I have read and fully understand the Refund Policy and Course Cancelation Policy.

Signature:

Date :

\_\_\_\_\_  
\_\_\_\_\_

**Certification**

I certify that the above information is complete and correct to the best of my knowledge. I certify that I am the person described above. I understand that any intentional misrepresentation on this application constitutes grounds for dismissal from the academy.

Signature:

Date:

\_\_\_\_\_  
\_\_\_\_\_



## **Criminal Conviction Guidelines for Firefighter Certification by Texas Commission on Fire Protection**

Excerpted from Texas Administrative Code  
Title 37, Part 13, Chapter 403, Rule §403.7 Criminal Convictions Guidelines

(a) The following crimes are considered to relate directly to the ability, capacity, and fitness required to perform the duties and discharge the responsibilities of persons certified by the commission:

(1) offenses under the Government Code, Chapter 419, relating to the Texas Commission on Fire Protection;

(2) offenses under the Texas Transportation Code Title 6 Roadways, which are punishable by fines greater than \$200, or imprisonment, or both fine and imprisonment;

(3) offenses under the Health and Safety Code, Chapter 481, concerning controlled substances;

(4) offenses under the Health and Safety Code, Chapter 483, concerning dangerous drugs;

(5) offenses under the following titles of the Texas Penal Code:

(A) Title 5--offenses against the person;

(B) Title 6--offenses against the family;

(C) Title 7--offenses against property;

(D) Title 8--offenses against public administration;

(E) Title 9--offenses against public order and decency;

(F) Title 10--offenses against public health, safety and morals;

(G) Title 11--offenses involving organized crime; and

(H) Title 4--inchoate offenses Chapter 15 preparatory offenses to any of the offenses in this section;

(6) the offenses listed in this subsection are not inclusive, in that the commission may consider other particular crimes in special cases in order to promote the intent of the statutes administered by the commission.

(b) In all cases the commission shall consider:

(1) the nature and seriousness of the crime;

(2) the relationship of the crime to the purposes for requiring the certificate issued by the commission;

(3) the extent to which the certificate might offer an opportunity to engage in further criminal activity of the same type as that in which the person previously had been involved;

(4) the relationship of the crime to the ability, capacity, or fitness required to perform the duties and discharge the responsibilities of the certificate holder;

(5) the level and nature of supervision of the person by others; and

(6) the level and nature of access to public, commercial, and residential properties, including access after regular business hours and access to areas not open to the general public.

### **Title 37, Part 13, Chapter 403, Rule §403.9 Mitigating Factors**

(a) In addition to the factors that must be considered under §403.7 of this title (relating to Criminal Convictions Guidelines), in determining the present fitness of a person who has been convicted of a crime, the commission shall consider the following evidence:

- (1) the extent and nature of the person's past criminal activity;
- (2) the age of the person at the time of the commission of the crime;
- (3) the amount of time that has elapsed since the person's last criminal activity;
- (4) the conduct and work activity of the person prior to and following the criminal activity;
- (5) evidence of the person's rehabilitation or rehabilitative effort while incarcerated or following release; and
- (6) other evidence of the person's present fitness, including letters of recommendation from:
  - (A) prosecution, law enforcement, and correctional officers who prosecuted, arrested, or had custodial responsibility for the person;
  - (B) the sheriff or chief of police in the community where the person resides; and
  - (C) any other persons in contact with the convicted person.

(b) It shall be the responsibility of the applicant to the extent possible to secure and provide to the commission as required the recommendations of prosecution, law enforcement, and correctional authorities as required by statute and these rules upon request by the commission staff. The applicant shall upon request also furnish:

- (1) a copy of the indictment, information or complaint;
- (2) a copy of the judgement(s) or order(s) of the court adjudicating guilt, granting probation, community supervision, deferred adjudication, or discharge from probation or community supervision;
- (3) a record of steady employment in the form of a letter from current or former employers;
- (4) a record that the applicant has supported his or her dependents in the form of a letter from a person in the applicant's community with personal knowledge of the circumstances;
- (5) evidence that the applicant has paid all outstanding court costs, supervision fees, fines, and restitution as may have been ordered in all criminal cases in which he or she has been convicted, in the form of copies of official records, documents, or a letter from the person's probation or parole officer where applicable concerning his or her current status; and
- (6) a copy of the police or offense report(s).

Any prospective student who has been convicted of any felony offense or a Class A or Class B misdemeanor should consider having an early review by the Texas Commission on Fire Protection prior to enrolling in the fire academy. The Commission can deny certification based on criminal history. While an early review is not required, it may be beneficial if you are unsure of your status regarding certification. The form to request early review is available from the Commission web site at:

<https://www.tcfp.texas.gov/Services/GetPdf?filename=%2FForms%2FTCFP-012.pdf>