



STATE FIRE ACADEMY
 DIVISION OF MISSISSIPPI INSURANCE
 DEPARTMENT
 #1 FIRE ACADEMY U.S.A.
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Reggie Bell
 Executive Director

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 Insurance Commissioner

All applications must
 be completed and
 returned by
June 1, 2017

To: Mississippi Fire Service Personnel
 From: David Pitts, Senior Instructor
 Subject: 2017 Mississippi National Fire Academy Weekend Program
 Date: February 27, 2017

This year's Mississippi National Fire Academy Weekend Program will be **July 22 - 23, 2017** at the Mississippi State Fire Academy (MSFA). This is another opportunity for you to receive training and certification from the National Fire Academy.

EFFECTIVE IMMEDIATELY FROM THE NATIONAL FIRE ACADEMY

NFA STUDENT IDENTIFICATION NUMBER

All students applying for NFA training courses are required to obtain an NFA Student Identification Number (SID). This number will be used in place of your social security number on the NFA general admissions application forms.

How to Register for an SID:

To get your new SID go to: <https://cdp.dhs.gov/elms/DesktopShell.aspx>

Select Create Account on the left side of the page

Follow the page prompts and questions. Please bring the NFA SID number with you for NFA certification.

National Fire Academy Weekend Program **at the Mississippi State Fire Academy**

Mississippi State Fire Academy
July 22-23, 2017

About The Program

This annual program allows fire fighters from all over Mississippi to complete a National Fire Academy course at the MSFA.

New Prerequisites for Students

Effective October 1, 2007 all National Fire Academy students must complete ICS 100-level and ICS 200-level training before arriving. Both of these programs can be taken online.

FREQUENTLY ASKED QUESTIONS:

What courses are available?

The following courses will be available for students:

- (F0290) – Training Operations in Small Departments
- (F0457) – Decision Making for Initial Company Operations
- (F0760) – New Fire Chief 1:Challenging Issues

When can I register for a course above?

Enrollment is now open. You may register by filling out the MSFA application (See Attachment), NFA Weekend Course Request form (See Attachment), NFA application (See Attachment), and submitting them along with dorm fee to the MSFA, ATTENTION: Senior Instructor David Pitts. All registration forms must be returned to the MSFA by June 1, 2017. If you have any questions you may contact us by emailing dpitts@msfa.state.ms.us. *(All necessary forms are included in this packet. All forms must be complete or will be returned for completion).*

Registration is available for all courses on a **first-come-first-served basis**. However, for some courses, students may receive enrollment priority based on rank and job responsibilities. **Please see note below!!!**

ATTENTION ALL STUDENTS!!!

Please choose in order by number 1st through 3rd which courses you would prefer.

If the said course does not have 15 students enrolled, the MSFA/NFA reserves the right to enroll you in the next course of choice. Maximum number of students in one course is limited to 30.

NOTE: An email address on all forms is MANDATORY as this is how the MSFA shall be communicating with you. Also, this is the only way the NFA will send certificates.

How much does it cost?

These NFA training program courses are provided by the federal government at no cost to you!

1. There is **no course fee** and all manuals are included. Dorm rooms and meals are NOT included. See below:
 - a. **Meals** – are the responsibility of the student. Cafeteria is closed weekends.
 - b. **Dorm Rooms** – are the responsibility of the student or department if authorized and are \$17.00 a night. You must request this on the NEW MSFA/NFA admissions form attached. Dorm rooms are limited and available on a first-come-first-served basis. Dorm rooms must be prepaid prior to arrival. You may check in Friday starting at 5:00p.m.
 - c. **Dorm Room Payment** – Check, money order or PO. # MUST be received along with application packet on or before June 1st in order to secure dorm room(s).
Important Note: Male/female may only stay together if married.
Important Note: There will be a form you must sign acknowledging the dorm rules before obtaining your dorm key. This is mandatory.

How do I dress for class each day?

Remember, you are representing your department at all times. Dress for class is casual but MUST be appropriate.

What is the schedule for the event?

NOTE: If you choose to drive to the MSFA campus Saturday, please report to the Auditorium Building Saturday morning at 8:00 a.m. for orientation. If arriving Friday, please follow the schedule below for Friday 7/21/17.

NOTE: If you choose to fly you must provide your own transportation to the MSFA. Follow the schedule below.

Friday, July 21, 2017: If staying on campus.

5:00 p.m. or afterArrive at MSFA Campus

- You MUST read and sign the dorm rules form before obtaining dorm key.
- Check into dorm room.
- Any issues with dorm room please see dorm security guard on duty.
- Gates will be closed at 12:00 a.m. but will not be locked.
- Dinner on your own.

Saturday, July 22, 2017:

8:00 a.m...... Attend mandatory student orientation in the Auditorium Building.

- You will be informed of the “Do’s and Don’ts” while at the MSFA.
- Attend your assigned class.

Lunch on your own..... (NFA Instructor will announce Time allowed for lunch break)

5:00 p.m. or before.....Dinner on your own.

Sunday, July 23, 2017:

Before class, turn dorm key in if staying on campus. They will locate you in your class if you do not.

8:30 a.m.Attend your assigned class (NFA Instructor will notify you of any adjustments to course schedule when class starts).

Lunch on your own..... (Time allowed to be announced by NFA Instructor)

5:00 p.m. or before.....Dismissal

Steps to Participate in the Program for 2017

1. Complete the NEW MSFA/NFA student application (attached).
 - a. Complete all sections applicable.
 - b. 3-A must be marked "YES" or "NO". Leave section 3 –B blank (cafeteria closed on weekends).
 - c. Be sure section 4 is signed by approving official.
 - d. Be sure you sign the bottom of this application.



2. Next complete the National Fire Academy student application (attached).
 - a. Leave section (12a) blank.
 - b. Be sure sections 18 & 19 are signed.
 - c. Be sure to give an email address



3. Next complete the Course Request Form. (See attachment)
 - a. Select 3 choices of courses to attend (1st, 2nd, 3rd choice).



4. Send **COMPLETED** NFA application, MSFA application, and NFA Weekend Course Request Form no later than **June 1, 2017, along with dorm fee if applicable.**

Mississippi State Fire Academy
 Attn: Senior Instructor David Pitts
 #1 Fire Academy U.S.A.
 Jackson, MS 39208

You will receive confirmation of your registration. (Incomplete paperwork will be returned for completion). NOTE: An email address on all forms is MANDATORY.

After you receive your confirmation from the MSFA and staying in dorm be sure you:

- a. Arrive on July 21, 2017, 5:00 p.m. or after, not before 5:00 p.m.
 After 12:00 a.m. gates will be closed, but not locked.

2017 MISSISSIPPI - NFA ANNUAL WEEKEND PROGRAM

NFA Weekend Course Request Form
[Please print clearly]

Name: _____

Telephone Numbers: (cell) _____ (home) _____

Email Address: _____

Department: _____ **County** _____

MSFA Student Identification Number (See below) _____

Student Identification Number is-

First three letters of your last name

First two letters of your first name

Last four digits of your social security number

Example for John Doe- (DOE-JO-1234)

Directions:

Indicate your preference of courses you would like to take by placing a **1** for first choice, **2** for second choice, a **3** for your third choice, etc.

_____ **(F0290) – Training Operations in Small Departments**
 _____ **(F0457) – Decision Making for Initial Company Operations**
 _____ **(F0760) – New Fire Chief 1: Challenging Issues**

Below, is a **sample** of how to select your order of choices:

 1 *(F0290) – Training Operations in Small Departments*
 3 *(F0457) – Decision Making for Initial Company Operations*
 2 *(F0760) – New Fire Chief 1: Challenging Issues*