

# Fire Fighter I/II Career Certificate

## Application Guide



This document is intended to be informative. The college reserves the right to change, modify or alter any/all content, in the event of unforeseen conditions or situations. It is the applicant's responsibility to be sure he/she is following the most current guide.

### Fire Program Application Deadlines:

#### Accepting Applications

- September 1<sup>st</sup> – October 31<sup>st 2025</sup> for the 2026 Spring/Summer Program (Jan 2026 start)
- February 1<sup>st</sup> – March 31<sup>st 2026</sup> for the 2026 Summer/Fall Program (June 2026 start)
- September 1<sup>st</sup> – October 31<sup>st 2026</sup> for the 2027 Spring/Summer Program (Jan 2027 start)

*Deadlines may be extended or shortened in order to meet capacity of class offerings.*

To be considered for the Fire Fighter I/II Program students must first complete the FSW College Admissions process by visiting <https://www.fsw.edu/admissions>

Students must be in good academic standing. Students with previous college credits must have a cumulative GPA of a 2.0 or higher.

FSW must receive and evaluate your official high school/ or equivalent transcripts and all college transcripts before registration can occur.

The Fire Program requires that all students have demonstrated college level mastery in Reading, Writing, and Math or has been considered exempt from the placement test in accordance with the guidelines outlined by [Testing Services](#)

The Fire Application can be found online at  
<https://www.fsw.edu/academics/programs/certfireacademy>

There is a \$350 application fee that must be paid when submitting the application.

Once you have completed the college admissions process you are ready to begin working on the next steps. *Your application is not fully processed, and you're not accepted until all requirements are fully complete.*

### STEP ONE



Jan-24 C.B.

**Complete the [FSW Admissions Process](#) and then Apply Online and Pay the \$325 Application Fee (if you are already a student at FSW – you are ready to apply)**

## **STEP TWO**



Get into the habit of checking your FSW email account and review your student portal to resolve any holds on your account.

**[Resolve all Holds](#)** – holds prevent you from registering for classes.

**High School Diploma** – You must email a copy of your high school diploma or equivalent to [michael.knoop@fsw.edu](mailto:michael.knoop@fsw.edu)

When your online application is completed and all your documents have been successfully turned in, you will then be emailed additional information to include:

- Welcome Email – Contains: registration information, PPAT letter/ scheduling, Medical Form and textbook information.

## **STEP THREE**



Schedule PPAT and Change Major - Instructions will be listed in the welcome email you receive to your FSW Bucs email.

**Practice Physical Ability Test (PPAT)** – Schedule your 3 PPAT dates using the Google Sheet sent to you by email.

**Change of Major** – Complete the Change of Major Form completely. Add the *CC FFCC CC Firefighter I/II Certificate* as your primary major. Michael Knoop should be listed in the advisor section using [michael.knoop@fsw.edu](mailto:michael.knoop@fsw.edu)

## **STEP FOUR**



Schedule an appointment with your physician to have the Medical Examination Form Completed and Register for FFP 0030C: Firefighter I.

Your physician must determine that you are “medically fit” to complete the firefighter training program. Print and bring the [Medical Examination to Determine Fitness for Firefighter Training - DFS- K4-1022 Form](#) to your first PPAT session.

Register for FFP 0030C: Firefighter I

Review and prepare for the [Physical Ability Test \(PAT\)](#)

Secure payment for FFP 0030C: Firefighter I

- o [Cash, Check, or Credit](#)
- o [Tuition Installment Plan](#)
- o [Scholarships](#)
- o [Open Door Grant](#)
- o [Veterans Services](#)

## **Fire Application Checklist**

*Remember only complete Fire applications will be considered.*

### **FSW Admissions Process:**

Submitted FSW admissions application online

<https://www.fsw.edu/admissions>

Requested official high school or GED transcripts, and all official college transcripts to be sent to the [Office of Admission](#) (high school transcript) and the Office of the Registrar (college transcripts).

[Set up Student Portal](#)

[Review Student Tips](#) to include information about Paying for College

Complete Online [New Student Orientation](#) (if applicable)

Complete [college placement test](#) (if applicable)

Ensure all holds have been resolved within [FSW Student Portal](#).

### **FSW Fire Application:**

Complete Online [Fire Application](#)

Email [michael.knoop@fsw.edu](mailto:michael.knoop@fsw.edu) a copy of your high school diploma.

Check your FSW Email Regularly for your final steps.

Schedule your PPAT sessions - Three 2-hour sessions PPAT (Practice Physical Ability Testing)

Have your [DFS- K4-1022 Form](#) completed by your physician & bring to your first practice session.

Change your primary major - *CC FFCC CC Firefighter I/II Certificate*