

SOUTHWEST FLORIDA FIRE ACADEMY

SOUTHWEST FLORIDA PUBLIC SERVICE ACADEMY
4312 MICHIGAN AVENUE, FORT MYERS, FL 33905
Phone: 239-334-3897 Fax: 239-334-8794

*****READ THIS FORM FIRST BEFORE STARTING THE STUDENT APPLICATION*****

This checklist has been created to help you, the student, complete your application correctly. Please make sure that all steps are completed when turning in your packet. Place this COMPLETED checklist in the front of your packet and attach all required documentation in the order below.

We will not make copies of any original documents, no exceptions. All copies must be on 8.5 x 11 sheets of paper. Applications with missing information WILL NOT be processed.

Fire Program Student Application Checklist

- Letter of Intent
- Program Registration Form - **Do not place your Fire Student ID# on this form.**
- Create a Fire Student ID (FCDICE#) through the Florida Bureau of Fire Standards and Training Website <https://www.myfloridacfo.com/Division/SFM/FCDICE/default.htm> - **print page showing Student ID#.**
- Fire Standards State Application - **Do not get a physical, drug testing or fingerprinting done at this time. Please fill out the top portion only and remember to enter your Fire Student ID# (FCDICE#) on this form. The form needs to be signed and dated as well.**
- Two (2) copies of Tobacco Affidavit (must be notarized)**
- Two (2) copies of High School Diploma**
- Copy of College Degree (if applicable)
- Official Transcript of College Classes (if applicable) - **must be in a sealed envelope or mailed directly to the Academy - Attention Cassandra Wallace.**
- Two (2) copies of valid Driver's License or Birth Certificate showing proof of age (18 years old)**
- Copy of a **signed** AHA BLS Healthcare Provider CPR Card (front and back) - or a Completion Certificate **(you must have completed the class before turning in your packet).**
- Florida Residency Forms - review form to verify that it is complete.
 - Read directions completely to understand the difference between Independent/Dependent.
 - Copies of required documentation to prove residency (either the students or the parents).
- If applying for Financial Aid - make sure that the financial aid process has been started with FMTC.
- Copy of Admission Essay - **also must be e-mailed to the Program Coordinator at johnrwa@leeschools.net**
- CASAS test scores - **must attach a copy of results within 2-years of the start date of the Program.**
- CPAT test results - **must attach a copy of results within 1-year of the start date of the Program.**

The Southwest Florida Public Safety Academy does not keep/archive applications once the selection process is complete. All unsuccessful applicants will be given an opportunity to pick up their application. All applications that are not picked up by the designated time WILL BE destroyed.