

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

Fire Program Student Application Checklist

*****READ THIS 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 and documents are ready for upload before starting the application. Please save all documents that you upload. You may be required to bring some of them to orientation if you are selected for the program. We will not make copies of any original documents, no exceptions.

***Any document requiring a witness, school advisor, school coordinator, etc. will be filled out by SWFPSA personnel upon receipt of application.**

TO BE UPLOADED DURING APPLICATION PROCESS:

- [Program Registration Form - Fillable](#) Do not write anything in the Student ID Field
- [FERPA Release Form - Fillable](#)
- [Florida Residency Declaration - Fillable](#)
 - Copies of required documentation to prove residency (either the students or the parents)
- High School Diploma
- College Degree (if applicable)
- Valid Driver's License (showing 18 years old)
- [CASAS](#) test scores report – (results within 2-years of the start date of the Program
 - Min. Scores (Reading-244 / Math-241) *Updated 3/17/2026**
- Completion Certificate from HeartCode BLS Online Course (25-3553) at shopcpr.heart.org/courses/bls
 - The hands-on portion will be completed during Orientation #2
 - If you have completed EMT certification with us in the last 12 months you will not need to repeat the CPR training
- Register with FireTRAQ and create a FireTRAQ ID through the Florida Bureau of Fire Standards and Training Website at [Florida State Fire College](#) - **Print page showing Student ID#**
- Successfully pass the CPAT test (results within 1 year of the start date of the program)
 - [CPAT Scheduling](#) - **Print page showing results**
 - Schedule this early – the closest location to PSA is in St. Petersburg
- [*FEMA Independent Study Certificates:](#)
 - IS 100
 - IS 200
 - IS 700
 - IS 800

***As of 2/27/26 these are not available due to government shutdown. You will be required to complete these courses once the shutdown is over.**

TO BE BROUGHT TO ORIENTATION #1 (IF SELECTED TO JOIN PROGRAM)

- [Fire Standards State Application](#) – Print out and complete. **Do not get a physical, drug test or fingerprinting done at this time.** Please fill out the top portion only and remember to enter your FireTRAQ ID# on this form. Sign and date the form as well. You will bring this document with you to Orientation #1.
- Two (2) notarized [Tobacco Affidavits](#) - (Bring to Orientation #1)
- Official Transcript of High School Courses (If not already mailed and/or received by academy)
 - **Must be in a sealed envelope or mailed directly to the Academy - Attention Fire Academy Bursar**
- Official Transcript of College Classes (if applicable)
 - **Must be in a sealed envelope or mailed directly to the Academy - Attention Fire Academy Bursar**
- If applying for Financial Aid - make sure that the financial aid process has been started with FMTC.

The Southwest Florida Public Safety Academy does not keep/archive applications once the selection process is complete.