

June 3, 2021

WVPST Clarksburg will be offering an on-line fire fighter 1 course with hazardous materials awareness/operations. The course will use the Jones and Bartlett interactive for the on-line firefighting course. Students will enroll through WVPST Clarksburg and they will be given a textbook and access to the Jones and Bartlett website for Fundamentals of Fire Fighter Skills Interactive. The cost of the course is \$225 per student which includes the textbook and on-line access.

Practical dates for the course are August 6, 7, 8, 13, 14 and 15 Fridays 6-10 pm and weekends 8:30am to 5 pm. The practicals will be held at United Technical Center. These are mandatory dates and you must attend as part of the course. To enroll please complete the enclosed student information form and return it with payment prior to June 18, 2021.

A mandatory registration/signup day will be done at United Technical Center 6 pm on June 27, 2021. This is when students will receive the information for the course.

Students will be required to:

- Complete 100% of all the required chapters
- Complete all the on-line evaluations for the required chapters scoring at least a 70%
- Complete 100% of the practicals (practical sheets must be completely filled out and turned in before the test)

If the above requirements are not met, students will not be allowed to test.

Students will complete practicals during assigned times with instructors.

After completion of the program and all practical exercises, each student will be required to pass a final written exam covering all the material. This exam will be given at the completion of the on-line program with arrangements made with your local WVPST office.

Students participating in an on-line class need to possess unique qualities. In general, the online student should possess the following qualities:

1. Be open minded about sharing life, work and educational experiences as part of the learning process.
2. Be able to communicate through writing.
3. Be self-motivated and self disciplined. With the freedom and flexibility of the on-line environment comes responsibility. The on-line process takes a real commitment and discipline to keep up with the flow of the process.
4. Be willing and able to commit to 4 to 15 hours per week for the course.
5. Be able to meet the minimum requirements for the program. The requirements for the on-line are no less than that of any other quality educational program. The successful student will view on-line as a convenient way to receive their education – not an easier way.
6. Be willing to speak up” if problems arise. Many of the non-verbal communication mechanisms that instructors use in determining whether students are having

problems (confusion, frustration, boredom, absence, etc.) are not possible in the online paradigm. If a student is experiencing difficulty on any level (either with technology or with the course content), they must communicate this immediately. Otherwise the instructor will never know what is wrong.

7. Accept critical thinking and decision making as part of the learning process.
8. Have access to a computer and the internet. Students will be required to have an e-mail address to participate in this program.
9. Be able to think ideas through before responding.
10. Feel that high quality learning can take place without going to a traditional classroom. An online student is expected to:
 - a. Participate in the virtual classroom 5-7 days a week
 - b. Be able to use the technology properly
 - c. Be able to meet the minimum standards as set forth by WV Public Service Training
 - d. Be able to complete assignments on time.

The on-line learning process is normally accelerated and requires commitment on the student's part. Staying up with the class and completing all work on time is vital. Once a student gets behind, it is almost impossible to catch up. Basically, the student needs to want to be there, and needs to want the experience.

If you would like to participate in the on-line fire fighting 1 training, please remit \$225 per student to MDESC along with student information form. If you have any questions, please feel free to contact me. This class will be limited to the first 20 students who register.

Respectfully,
J. Michael Freeman
WVPST Coordinator-Clarksburg

Return the enclosed form with payment to:

***WVPST
P.O. Box 40
Bridgeport, WV 26330***

Make checks payable to MDESC

WV Public Service Training

251 Marietta Street, Clarksburg, WV 26301
304-326-7581

Student Information Form UTC

Please print legibly.

Today's Date _____

Course Title		Fire Fighter 1 (NFPA 1001) 2019 edition		Clock Hours	120		
Course Location On-line							
Name of Your Organization				County of Residence			
Last Name		First Name		Middle Name			
Address				Birth Date	Month	Day	Year
				City		State	Postal Zip Code
Last 4 digits of SSN#			Telephone Number				
E-Mail Address							

Do you belong to a licensed EMS Agency or a Fire Department? Yes No

If your answer is yes, give name of licensed agency: _____

For INSTRUCTOR to complete/verify: **FIREFIGHTER 1 - Online**

Registration \$ 225.00

TOTAL FEES Must be Pre-Paid

For INSTRUCTOR to complete/verify:

Invoice Company _____

Address _____

Paid Amount \$ _____

by: Cash Money Order

Check # _____

For Office Use Only

Class Name: LV1

WVPST Class Number: _____

OEMS Class Number: _____

CPR _____

First Aid _____

Passed Practical. Date: _____

Test Score: FF 1

Failed Practical. Date: _____

Test Score: HMO _____

Student/Instructor Commitment Statement

This course requires a specified number of hours for attendance and practical skills when applicable. This course may also require prerequisites for admission to the class. It is the responsibility of the student to provide proof of having met the prerequisites for the class at the first class session. With the exception of EMT Recertification students who must complete 100 percent of the classroom hours, a student may miss a total of 10 percent of the course, but must complete all required skills to 100 percent. Time missed over and above the allowable absence, or failure to complete all required skills, will have to be made up. Be advised that you are not required to furnish your social security number when completing this form; however, without it your training records may not be available to you in the future.

Student Responsibilities:

1. Act professionally during the course (no gossip during breaks, do not refer to names of individuals when talking about personal experiences, approach the instructor if you have a problem with another student or the instructor, etc.).
2. If you have any issues or complaints with the instructor, another student, or the class and you feel that your issues were not handled correctly or to your satisfaction please feel free to call the Public Service Training Coordinator at 304-326-7581.
3. Read assigned chapters prior to class, come to class prepared, bring required materials/paperwork to each class session, be attentive during class, and do not cause any disturbance during class.
4. Be on time for the class and return from breaks at designated times.
5. Actively participate in the class.
6. Actively participate in the practical skills learning sessions to become proficient in the practical skills.
7. Abide by policies and regulations set forth by governing agencies.

Instructor Responsibilities:

1. Present material in a professional manner, using acceptable teaching methods (lectures, slide presentations, videos, activities, and skills demonstrations).
2. Be prepared for class and have appropriate materials present for class when needed.
3. Class sessions and break periods will begin and end at designated times.
4. Clarify important material by using personal experiences or relate experiences of others on related matters.
5. Demonstrate the skills prior to having students practice them.
6. Give tests when scheduled.
7. Privately speak with students who appear to be having difficulty.
8. Answer questions to best of ability or get the answer from a reliable source.

I have read, and I understand, the above statements; I agree to abide by them. I also affirm that I have all of the pre-requisites required to take this class, and my signature below authorizes WVPST to release my grade in this program to my affiliate agency.

Name: _____
Student's Printed Name

Date: _____

Student's Signature

Name: J Michael Freeman
Instructor's Printed Name

Date: 2/18/2021

Instructor's Signature