

# INDUSTRIAL FIRE SCHOOL

## FAQ

### How do I register?

- Complete a registration form for each person registering.
- Photocopy the form if necessary.
- Enrollment is limited, so register early.
- Please indicate course preferences (1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>)

### Then what?

- Make checks payable to: TEEEX (Texas Engineering Extension Service)
- Must pay with U.S. currency or checks drawn on U.S. banks
- Mail full payment (only complete forms with full payment will be processed) to TEEEX, 301 Tarrow, College Station, TX 77840-7896
- Or fax registration with credit card (Visa, MasterCard, Discover or American Express) information to 979.847.9304
- Company/Department Purchase Orders (subject to approval) must be returned with the registration form.

### Is there a deadline for registration?

- Friday, July 9<sup>th</sup> is the deadline for pre-registration.
- After that date you will have to register at walk-in registration.

### When is registration?

- Sunday, July 18, 2010
- Noon – 4:00 p.m.

### Where is registration?

- Brayton Fire Training Field
- Building #25

### What if I can't be here until Monday morning?

- Late registration will be from 6:30 a.m. until 8:00 a.m., Monday July 19, 2010
- Brayton Fire Training Field
- Building #25
- Late check-in is discouraged due to lost class time.

### Tuitions

See attached chart

### What about lodging during the school?

- Contact the Bryan/College Station Convention and Visitor's Bureau at 979.260.9899 for information about area motels and hotels or visit their website at: [www.visitaggieland.com](http://www.visitaggieland.com)

### Are meals furnished with tuition?

- All student **noon** meals are provided with your tuition.
- Noon meals will be served at various class locations on campus, off campus and Brayton Fire Training Field, Monday – Thursday.
- Participants are responsible for all other meals.

### What if I have to cancel my registration?

- If you cannot attend a class, you must contact TEEEX in advance to either transfer or cancel your registration.

- TEEX will provide a full refund if you cancel 15 or more calendar days before the start of the class.
- Cancellations received 14 calendar days or less before the start of the class will be charged a fee of 10% of the class tuition.
- If TEEX cancels a class, customers will be offered:
  1. A transfer to a scheduled class of the same course.
  2. A transfer to another class of a different course
  3. A full refund.
- Transfers to another scheduled class (or from one customer to another) are accepted at any time before the start of the class at no charge.

#### What if I have to miss a session or a day of class?

- Attendance is checked for each session or class.
- Students must wear their nametags at all times.
- To receive a **Successfully Completed** certificate, student must attend and participate in all class sessions and pass a written examination.
- Those who not comply will receive an **Attended** certificate only.

#### Are exams given on the course?

- Friday morning all students are required to take a final written examination.
- Travel arrangements should be made to accommodate Friday's schedule.

#### How do I get to Brayton Fire Field?

- Students should provide their own transportation to and from class.
- Maps of the Bryan/College Station area and Brayton Fire Field are located on our website: [www.teex.com/fire](http://www.teex.com/fire)

#### Where do I park?

- Student must park outside the fence at Brayton Fire Training Field.
- Parking is limited so carpooling is highly encouraged.
- A satellite parking area will be located at Reed Arena and a bus service provided.
- Students will receive parking permits to park on campus at registration.

#### What is PPE?

- Personal Protective Equipment. Safety/clothing (bunker gear) that meets the National Fire Protection Association (NFPA) 1971 Standard on Protective Ensembles for Structural Firefighting and Proximity Firefighting.

#### What are the PPE Levels?

- Go to [www.teex.com/firesafety](http://www.teex.com/firesafety) for the Student Safety Manual.
- This will list the level for each course.
- See the attached chart for the assigned course level.

#### Where can I obtain course descriptions?

- Go to our website ([www.teex.com/fire](http://www.teex.com/fire)) and enter the course number and it will bring up the description.