



# Louisiana Fire & Emergency Training Academy COURSE REGISTRATION FORM

(Revised October 24, 2022)

Please complete one form for each student for each class and forward it, along with a check, money order, credit/debit card contact information, or purchase order (hard copy) with a valid billing address to LFETA.

Individuals will be notified via e-mail upon review of their application.

Charges are non-refundable unless cancellation is confirmed in writing at least **two weeks** prior to the starting date of the class. **Individuals not sponsored by a fire department must pay all charges in advance.** Charges are refundable in full if LFETA cancels the class.

Course Title \_\_\_\_\_

Date Offered \_\_\_\_\_

Name                                      First                                      Middle                                      Last

Fire Department/Company/Individual                                      Chief/Training Officer (if applicable)

Fire Department/Company/Individual Mailing Address or Home Address

City    State    Zip

Telephone (w)    (H)    (Fax)

Student E-Mail Address \_\_\_\_\_

Chief/Training Officer E-Mail Address \_\_\_\_\_

### METHOD OF PAYMENT

- Check/Money Order (Payable to OSFM)
- Billing Auth./PO# \_\_\_\_\_

\* If paying by PO, a physical copy of the PO must be sent in with the registration form.

- Credit/Debit

\* For security purposes, we will contact you via phone to obtain card information. Please provide the following contact information:

Contact Name: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

- Incumbent Worker Training Program Grant

Requesting Disability Info  Yes  No

\* Email must be provided above

Veterans Affairs Student  Yes  No

\* VA Students must submit transcripts of all prior training and/or education received.

**Please return form to:**  
 Fire and Emergency Training Academy  
 6868 Nicholson Dr  
 Baton Rouge, LA 70820  
 Telephone: (225) 372-6944  
 FAX: (225) 765-5050  
 EMAIL: fetareg@la.gov