



## PROCESS MAP

### REGISTERING FOR THE RECRUIT FIRE ACADEMY

#### Welcome

---

Congratulations on taking the first step toward a career in the fire service. The Louisiana Fire & Emergency Training Academy (FETA) Recruit Training Program is designed to prepare individuals for the physical, mental, and professional demands of becoming a firefighter.

This guide outlines the requirements, expectations, and information needed to successfully register and prepare you for the recruit fire academy.

#### Step 1 – Complete the Registration Packet (This is the first step to register for the recruit program)

---

Use the hyperlink below to download the FETA Recruit Candidate Registration Packet.

<https://feta.la.gov/media/ffmopqyx/recruit-fire-academy-application-packet-003.pdf>

The required medical examination must be completed and signed by a licensed physician (Medical Doctor) or their designee in accordance with **NFPA 1582** medical standards.

**Once step 5 is completed and you've registered for the recruit academy in Acadis, upload the application.**

#### Step 2 – Obtain a FEMA SID Number

---

Use the hyperlink below to register for a FEMA Student Identification (SID) Number.

<https://cdp.dhs.gov/femasid/register>

**After completing step 2 and obtaining your FEMA SID, scan this QR code to complete steps 3-4. Once you scan it, follow steps of the Portal registration process.**

#### Step 3 – Create an Acadis Account

---

Complete the Acadis Portal Account Request Form using a permanent email address.

Please allow **7–10 business days** for account processing.

#### Step 4 – Verify Your Account

---

Once you receive an email that your Acadis account has been approved:

- Log into your account.
- Verify your FEMA SID number.
- Upload your FEMA SID confirmation email under **Academy Resources**.

Your FEMA SID is required to establish your Acadis account.

Acadis is used by FETA for:

- Class registration
- Certification testing
- Training records
- Student transcripts



### Step 5 – Register for the Recruit Academy

---

After your Acadis account has been activated:

Navigate to:

**Training & Events → Available Training**

Register for the Recruit Training Program and review all information regarding:

- Tuition (EMT)
- Medical requirements
- Required equipment/materials to purchase
- Candidate expectations

### Program Costs

---

Departments have the option to register recruits for the **Fire Recruit Academy only** or for **both the Fire Recruit Academy and the EMT course**.

- **Fire Recruit Academy Only - \$0:**  
There is no registration fee/tuition for the Fire Recruit Academy. Recruits will receive **CPR and EMR training** as part of the recruit academy. The purchase of the EMR book is the responsibility of the fire department, as well as (2) additional text books. QR codes to purchase all (3) books are listed on page 5 & 6 of this registration packet, as well as page 3 of the process map for registration into the fire academy.
- **Fire Recruit Academy + EMT Course - \$450:**  
Departments that choose to enroll a recruit in both the Fire Recruit Academy and the EMT course will be responsible for the **\$450 EMT course fee**. The EMT course will begin on the **Monday following recruit graduation**.

Departments are **not required to enroll recruits in the EMT course**. They may register the recruit for the Fire Recruit Academy only and elect not to participate in the EMT course



## LOUISIANA FIRE & EMERGENCY TRAINING ACADEMY

### REQUIRED EQUIPMENT/SUPPLIES

The following items must be provided by the sponsoring fire department:

#### Textbooks

**\*\*\*Textbooks must be purchased by the sponsoring fire department. FETA Does Not sell text books\*\*\***

**The information for the (3) required textbooks as well as the QR Codes to purchase them are listed below:**

**Emergency Medical Responder: Your first response in emergency care, 8<sup>th</sup> Edition (ISBN # 9781284325769)**



**Fundamentals of Firefighting Skills and Hazardous Materials Response 5<sup>th</sup> Edition (ISBN# 9781284283051)**



**Fire Apparatus Driver Operator, 4<sup>th</sup> Edition (ISBN# 978-1-284-28651-9)**



You may also go to the [www.psglearning.com](http://www.psglearning.com) and type the ISBN# in the search bar.

#### Structural Firefighting PPE

Protective equipment may be rented through several companies that specialize in structural firefighting PPE.

When renting equipment, specify that it is needed for a **16-week recruit academy**.

**Required PPE includes:**

- Structural bunker coat
- Structural bunker pants
- Structural firefighting helmet
- Structural firefighting gloves
- Structural firefighting boots
- Nomex hood
- SCBA with facepiece
  - o Two (2) SCBA cylinders
  - o One mounted cylinder
  - o One spare cylinder



## LOUISIANA FIRE & EMERGENCY TRAINING ACADEMY

---

### Personal Items

---

- Toiletries (soap, shampoo, toothbrush, toothpaste, deodorant, etc.)
- Twin-size bedding  
(Please reference the application packet for hyperlinks and QR codes needed to purchase the specific items (sheets, blanket, and water bottle as specified by FETA))
- Classroom supplies
  - o Pens
  - o Pencils
  - o Notebook or binder
  - o Loose-leaf paper
  - o Highlighters
- Personal transportation
- Dinner each evening (not provided by FETA)

### UNIFORM REQUIREMENTS

#### Daily Uniform

---

- Navy blue BDU-style pants **(Five complete sets)**
- Black duty boots with polishable toe
- Black belt (Tactical style with black buckle)

#### Physical Training (PT) Uniform

---

- Plain navy blue shorts **(recommended to have 3 pair)**
- (5) T-shirts (issued by FETA)

During colder weather:

- Plain navy blue sweatpants
- Plain navy blue sweatshirt

**Hooded sweatshirts are not permitted.**

#### Items Provided by FETA

---

FETA will provide:

- Housing Sunday evening through Friday dismissal
- Breakfast and lunch Monday through Friday
- Five Recruit Academy T-shirts

**\*\*Recruits return home on weekends\*\***

### Physical and Mental Demands of the Fire Service

---

Firefighting is one of the most physically and mentally demanding professions.

Successful firefighters must possess:

- Physical strength
- Cardiovascular endurance
- Mental resilience
- Critical thinking skills
- Problem-solving ability
- Teamwork
- The ability to perform under stressful and hazardous conditions



## LOUISIANA FIRE & EMERGENCY TRAINING ACADEMY

### Recruit Training Program

The FETA Recruit Training Program is a comprehensive **16-week academy** designed to prepare recruits for the realities of the fire service.

Training includes:

- Classroom instruction
- Hands-on practical skills
- Live-fire and scenario-based training
- Physical fitness
- Team development
- Leadership
- Professional discipline

Throughout the academy, recruits are held to high standards of conduct, accountability, and performance to ensure they are prepared to serve their communities safely and professionally.

### ORIENTATION (DAY 1)

**\*\*\*RECRUITS WILL REMAIN OVERNIGHT TO ATTEND BOTH ORIENTATION DAYS\*\*\***

#### Arrival

- Orientation begins promptly at **7:00 a.m.**
- Recruits should arrive **no later than 6:30 a.m.**

#### REMEMBER:

**"Early is on time. On time is late."**

#### Report Wearing

Arrive wearing:

- Navy blue PT shorts
- T-shirt
- Athletic shoes

Bring:

- Two pairs of navy blue BDU pants
- Duty boots
- Black belt
- Required bedding

Recruit shirts will be issued during orientation.

Breakfast and lunch will be provided.

Dinner is the responsibility of each recruit. Time will be allotted to leave campus to purchase dinner.

### Physical Fitness Assessment

#### 1.5-Mile Run

On Day One, recruits must complete a **1.5-mile run in 16 minutes or less.**

Those who do not successfully complete the run will receive one additional opportunity on Day Two.

Failure to meet the standard after the second attempt will result in dismissal from the Recruit Training Program.



## LOUISIANA FIRE & EMERGENCY TRAINING ACADEMY

---

### Begin Preparing Now

---

Prospective recruits are strongly encouraged to begin conditioning well before arriving at the academy by:

- Running regularly
- Stretching daily
- Improving cardiovascular endurance

### Physical Assessment Events

---

Following the run, recruits will complete:

- Maximum push-ups (2 minutes)
- Maximum pull-ups (2 minutes)
- Two-minute plank

These events are **not pass/fail** evaluations.

They serve as baseline assessments to measure physical improvement throughout the academy.

### Agility Assessment

---

Recruits will also complete an agility course designed to evaluate:

- Functional movement
- Physical capability
- Mental toughness
- Ability to perform under stress

### Academy Expectations

---

The Recruit Training Program is conducted in a structured, boot camp-style environment intended to develop discipline, professionalism, and accountability.

Daily physical training begins at **6:00 a.m.**

The physical training program is designed specifically for firefighters and emphasizes:

- Functional strength
- Cardiovascular endurance
- Work capacity
- Injury prevention

Training schedules vary and may include:

- Classroom instruction
- Practical skills training
- Live evolutions
- Scenario-based exercises

Following each instructional chapter, recruits will complete:

- Written quizzes
- Practical skills evaluations

To remain in good standing, recruits must maintain a **minimum cumulative grade of 70%**, including:

- Written examinations
- Practical skills
- Physical training assessments
- State certification examinations



## LOUISIANA FIRE & EMERGENCY TRAINING ACADEMY

---

### Additional Information

---

Prospective recruits are encouraged to carefully review the **FETA Candidate Application Packet** available on the Louisiana Fire & Emergency Training Academy website.

The Candidate Packet contains the most current information regarding:

- Academy policies
- Daily schedules
- Required equipment
- Medical requirements
- Graduation standards
- Program expectations

### Contact Information

---

For additional information, please contact:

**Chief Dustin Kleinpeter**

Deputy Superintendent

Email: [Dustin.Kleinpeter@la.gov](mailto:Dustin.Kleinpeter@la.gov)

Phone: (225) 877-9114

***We look forward to welcoming you to the Louisiana Fire & Emergency Training Academy and wish you success as you begin your journey into the fire service.***

