



DAN WALLIS  
STATE FIRE MARSHAL

LOUISIANA DEPARTMENT OF PUBLIC SAFETY & CORRECTIONS  
PUBLIC SAFETY SERVICES

Louisiana Fire & Emergency  
Training Academy



THOMAS STONE  
DEPUTY SUPERINTENDENT

## CANDIDATE PACKAGE – RECRUIT TRAINING PROGRAM

The Louisiana Fire and Emergency Training Academy (FETA) Recruit program is designed for entry-level firefighters and is taught under the same paramilitary chain of command used in today's fire departments. In our program rules, regulations and discipline will be imposed for the length of the recruit's stay. Failure to follow these rules may result in a reprimand up to and including dismissal from the FETA Recruit Training Program.

Most often, students are already hired or sponsored by a fire department. Individuals are allowed to take the training and certification process as "independents" on their own (Please review the "Non-Sponsored Student" section). To enter the FETA Recruit training program, applicants must be prepared to complete the FETA Physical Ability Test on Orientation Day, indicating the physical ability needed to enter the program. Each applicant will be put through a rigorous physical training program to match the demands of the fire service today. **Therefore, FETA recommends that the applicants start a training program before attending the course.** On orientation day(s) (one week before the first day of class), applicants must perform a one-and-one-half mile run in sixteen minutes or less. Any applicant completing this first attempt at the one-and-one-half mile run in 16:01 minutes or longer will remain on campus but will not participate in the physical ability test. The applicant(s) will be given a second attempt the following day. If the applicant(s) fails the second attempt, they will not be allowed to start the recruit training program, at which time a full refund will be given (Please refer to page 2 for more information on the refund policy.)

The material covered in the 14-week recruit training program fulfills the requirements for BLS/CPR, Emergency Medical Responder, Hazardous Materials Awareness (NFPA 1072), Hazardous Materials Operations (NFPA 1072), Fire Fighter I and II (NFPA 1001), Vehicle Extrication, and Fire Apparatus Driver/Operator – Pumper (NFPA 1002). The material is presented at a manageable pace. Recruits must be free of other activities to apply themselves without unnecessary distractions. Testing and skills are almost impossible to make up, so the recruit shall attend all class sessions. Certification testing will apply for certain areas listed above.

Homework assignments are assigned each day. The recruit is responsible for reading each required assignment before the class. The instructor will administer a chapter quiz after each chapter. The instructors will administer weekly written tests and practical skill evaluations as necessary. All chapter quizzes and the three physical ability tests during the recruit program are averaged together.

All recruits must maintain an overall average of 70%. If the recruit's average falls below 70% at any time, the recruit is placed on probation. The recruit will be dismissed from class if the average does not rise to 70% after the following two quizzes. **Only one probation period will be allowed.** A 70% GPA is required to graduate from the Recruit program.



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Due to the class's extensive physical and mental aspects, recruits must be in top physical and psychological condition. Documentation of a physician's examination, meeting NFPA 1582, and utilizing the FETA form herein is required. If the recruit has passed an NFPA 1582 physical within a year of the first day of the recruit academy, this will be sufficient for entry into the course. This documentation must be turned into FETA before starting the Recruit Training program. This includes a release to participate in strenuous physical activities, a copy of which is included at the end of this document. All physical fitness requirements must be met.

**PLEASE NOTE THIS DOCUMENT REFLECTS REVISIONS TO OUR PROGRAM, and any previous versions should be considered obsolete. (December 2022)**

## RECRUIT PROGRAM TUITION

**\$3,800-** Tuition for recruits whom a Louisiana fire department sponsors.

**\$4,800-** Tuition for Louisiana residents that a fire department does not sponsor.

**\$5,800-** Tuition for individuals who are not Louisiana residents

## REFUND POLICY

When a recruit is dismissed, a refund shall be the total cost of the Academy tuition divided by the number of weeks attended. Attending any part of the week shall be counted as attending the entire week. All Academy materials, such as the student manual, laptop, and recruit shirts, shall be returned. (Effective 06/01/2022)

**Example:** If a recruit whom a Louisiana Fire department-sponsored is dismissed during the 3<sup>rd</sup> week of the 14-week recruit academy, the recruit's department shall receive a refund of **\$2,985.74**

- Weeks attended- 3 weeks
- Cost per week- \$271.42
  
- $\$271.42 \times 3 \text{ weeks} = \$814.26$
- Tuition paid  $\$3,800 - \$814.26 = \$2,985.74$



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## RECRUIT PROGRAM SUPPLIES & MATERIALS

### ITEMS THAT THE FIRE EMERGENCY TRAINING ACADEMY PROVIDE

1. **FETA will issue each recruit five short-sleeved “Recruit” T-shirts and one baseball cap as the uniform.** A second recruit hat will be given if the recruit’s hat does not fit the standard of the dress uniform.
2. **FETA will issue each recruit a computer.** The computer will be used in addition to the textbook during lectures. The computer will be returned at the conclusion of the academy. All recruits must follow the computer policy, and all computers must remain on the FETA property.
3. **Fundamentals of Fire Fighter Skills.** The textbook is included in the price of the course. Each student must have the textbook, which will be issued at the Orientation, and recruits must bring it to class. The textbook will be a lender and will be picked up after testing for Firefighter II.

### ITEMS THAT ARE REQUIRED BY THE RECRUIT AT ORIENTATION/FIRST DAY OF CLASS

A mandatory orientation session will be held at FETA one week before the first day of class.

**During the orientation, all Personal Protective Equipment (PPE) and SCBA will be inspected before the start of the program.** The recruit must have in their possession the following items when reporting for the Orientation: Appropriate clothing for the Physical Capability Evaluation (see below) and classroom attire (fire dept. uniform shirt and pants). Recruits are only allowed to start the recruit program with PPE and SCBA inspected and deemed acceptable by FETA.

NOTE: Attire for the Physical Capability Evaluation and the Orientation session is navy blue physical fitness shorts, sponsoring fire department uniform T-shirt (must have sleeves) (sponsoring fire department issued baseball cap suggested), socks, and appropriate running shoes per fire department requirements. Recruits must bring a spare dry uniform T-shirt, department work pants, and work boots for the orientation.



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1. **Navy long blue pants:** The recruit must have a minimum of (3) uniform work pants that will be worn daily. FETA recommends that the recruit have (5) uniform pants. (Example: Dickies from Walmart) Pants Required: Navy Blue BDU style pants with pockets on the side of each leg. They can be purchased online, at most sporting goods stores, or at military surplus stores. At least three (3) pants will be needed due to frequency of use and laundering.



2. **Boots Required:** The boots must be shine-able duty boots. A boot with a side zipper is preferred for two-minute drills but is not mandatory. Boot height is preferred to be between 6"-8". Steel toe is not required. Items can be purchased online, at most sporting goods stores, or at military surplus stores





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3. **Duty Belt Required:** Each recruit must wear a black duty belt. These duty belts can be purchased online, at most sporting goods stores, or at military surplus stores.



4. **Navy blue sweat pants and sweatshirt or navy blue shorts:** Required for physical fitness sessions, depending on the weather (no muscle shirts to be worn during any physical fitness sessions).
5. **Personal Protective Equipment (PPE):** Bunker pants, coat, boots, gloves, helmet, and protective hood that meets NFPA 1971, Protective Ensemble for Structural Fire Fighting, and a Self-Contained Breathing Apparatus with an integrated PASS device and a spare cylinder that meets NFPA 1981, Self-Contained Breathing Apparatus. These items shall be in good condition without apparent damage and must fit the recruit loosely. The SCBA cylinder must have a current hydrostatic test date; Testing is five years for steel or aluminum bottles and three years for composite bottles.
6. **Note-taking supplies:** Each student should have a two-inch three-ring binder with 100 sheets of loose-leaf paper, pencils, pens, and highlighting markers.
7. **Bedding (regular twin size), towels, and toiletries must be supplied and brought with the recruit.**



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8. 2PCS Unisex, Washable and Reusable Cotton Fabric Anti-Dust for Men Women outside

[https://www.amazon.com/dp/B089B8P88W/ref=cm\\_sw\\_r\\_oth\\_api\\_i\\_ZJQdFb7CRY6TF](https://www.amazon.com/dp/B089B8P88W/ref=cm_sw_r_oth_api_i_ZJQdFb7CRY6TF)

9. Amazon Basics Lightweight Super Soft Easy Care Microfiber Sheet Set with 16" Deep Pockets - Twin, Dark Grey

[https://www.amazon.com/dp/B00Q7OAKV2/ref=cm\\_sw\\_r\\_oth\\_api\\_i\\_GsQdFbBPPKP3T](https://www.amazon.com/dp/B00Q7OAKV2/ref=cm_sw_r_oth_api_i_GsQdFbBPPKP3T)

10. Bedsure Fleece Blanket Twin Size Dark Grey Lightweight Blanket Super Soft Cozy Microfiber Blanket

[https://www.amazon.com/dp/B06XHWP3BH/ref=cm\\_sw\\_r\\_oth\\_api\\_i\\_7nQdFbPTZWE38](https://www.amazon.com/dp/B06XHWP3BH/ref=cm_sw_r_oth_api_i_7nQdFbPTZWE38)

**\*\*HYPERLINKS ARE LISTED ABOVE\*\***

*These items are required and must be the exact item and color listed. Due to the frequency of laundering, sleeping bags are not allowed.*



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**RECRUIT FIRE ACADEMY- RECRUIT/AGENCY COMPLIANCE**

I have read and fully understand the FETA policies and all regulations pertaining to the Recruit Training Program, including the mandatory physical training requirements, the testing policy, and the refund policy schedule. Recruits not meeting the above requirements will be dismissed from the Academy and not allowed to graduate. They will, however, receive all credit hours obtained before dismissal. They will be allowed to continue with all IFSAC Certifications outside the Academy, assuming they meet all applicable guidelines set forth by the FETA Certification Office. Any further information regarding Certification can be obtained by contacting the FETA Certification Office at (225) 251-6417.

I understand that the fire department is sponsoring me in this class and that at any time, the fire chief of the sponsoring department can review my progress, including, but not limited to, any documented demerits and disciplinary actions.

I understand that all grades and evaluations are discussed with the fire chief of the sponsoring fire department.

I understand and do not object that the sponsoring fire department chief is sent a copy of all grades and evaluations, including, but not limited to, any demerits and documented disciplinary actions.

**Recruit Name (print):** \_\_\_\_\_

**Recruit Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Sponsoring Fire Department:** \_\_\_\_\_

I certify that the information recorded on this document is correct. The above student is a volunteer or career firefighter of this agency and is protected by Worker's Compensation and health insurance. I agree with all the above policies and regulations of the Fire and Emergency Training Academy.



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**FIREFIGHTER RECRUIT TRAINING PROGRAM MEDICAL SCREENING**

Enclosed is the only medical documentation needed to admit Candidates to the Recruit Academy.

The **Physical Examination Release to Participate Form** is to be completed by a Physician, **with the original returned to FETA** and a copy kept by the employer/Fire Chief (if applicable) and the applicant.

All applicants for the FETA Recruit training program are required to complete a medical screening or an NFPA standard 1582 medical screening within three (3) months before participation in this course with the **Physical Examination Release to Participate Form received by FETA no later than two (2) weeks before the Academy start date. Please refer to the FETA Calendar for the exact due date or contact the registration personnel at (225) 372-6944.**

Candidates can only attend or participate in the Orientation or the program with the Physical Examination Release Form that indicates the Candidate is physically able to perform the duties received one week before the Orientation day.

During the training program, you must notify the FETA EMS Manager if there is any change in your medical condition. Recruits must obtain a sufficient supply of medications (prescribed or OTC) for current medical conditions.





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RECRUIT INFORMATION

Recruit Full Name: \_\_\_\_\_

Recruit Date of Birth: \_\_\_\_\_ Age at time of enrollment: \_\_\_\_\_

Recruit Last 4 of Social Security #: \_\_\_\_\_

Recruit Phone #: \_\_\_\_\_

Recruit Home Address: \_\_\_\_\_

Recruit E-mail Address: \_\_\_\_\_

Sponsoring FD: \_\_\_\_\_ FD Phone #: \_\_\_\_\_

Sponsoring FD Address: \_\_\_\_\_

Fire Chief E-mail address: \_\_\_\_\_

Emergency Contact Name & Relation: \_\_\_\_\_

Emergency Contact Number: \_\_\_\_\_

Health/Hospitalization insurance provider: \_\_\_\_\_

**\*\*Copy of insurance card must be provided with paperwork for recruits file\*\***



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**Physical Examination Release to Participate Form**

Recruit Name: \_\_\_\_\_

Last 4 Digits of SS#: \_\_\_\_\_

Sponsoring Fire Department (if applicable):  
\_\_\_\_\_

Name of Physician (printed): \_\_\_\_\_

Name of Physician (signature):  
\_\_\_\_\_

Examination Date: \_\_\_\_\_

Physician's Office Address:  
\_\_\_\_\_

Physician's Phone: \_\_\_\_\_ Physician's Fax: \_\_\_\_\_

**This document must be signed by either a Medical Doctor or a Doctor of Osteopathy per NFPA 1582 4.4.1.** The Practitioner shall consider the occupation's physical, physiological, intellectual, and psychological demands when evaluating the student's ability to perform the essential job tasks listed below. Incomplete documentation may interfere with the individuals' ability to attend training and may affect their training and employment.

Physician Guidance: Below is a list of essential job tasks from NFPA Standard 1582, Chapter 5, and is meant to be provided to the physician to assist in evaluating a prospective firefighter to medically clear the person, in this case, to attend training. More information is available at [www.nfpa.org](http://www.nfpa.org).

1. Wearing a personal protective ensemble and Self-Contained Breathing Apparatus (SCBA), performing fire-fighting tasks (hose line operations, extensive crawling, lifting and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry, etc.), rescue operations, and other emergency response actions under stressful conditions, including working in extremely hot or cold environments for prolonged periods.
2. Wearing an SCBA, which includes a demand valve-type positive-pressure face piece or HEPA filter mask, requires tolerating increased respiratory workloads.
3. Exposure to toxic fumes, irritants, particulates, biological (infectious) and biological hazards, and heated gases, despite the use of personal protective ensembles and SCBA.



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4. Depending on the local jurisdiction, climbing six or more flights of stairs while wearing a fire protective ensemble weighing at least 50 lb. (22.6 kg) or more and carrying equipment/tools weighing an additional 20 to 40 lb. (9 to 18 kg).
5. Wearing a fire protective ensemble that is encapsulating and insulating will result in a significant fluid loss that frequently progresses to clinical dehydration and can elevate the core temperature to levels exceeding 102.2°F (39°C).
6. Wearing a personal protective ensemble and SCBA, searching, finding, and rescue-dragging or carrying victims ranging from newborns to adults weighing over 200 lb. (90 kg) to safety despite hazardous conditions and low visibility.
7. Wearing a personal protective ensemble and SCBA, advancing water-filled hose lines up to 2 ½ in. (65 mm) in diameter from fire apparatus to occupancy [approximately 150 ft. (50 m)], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.
8. Wearing a personal protective ensemble and SCBA, climbing ladders, operating from heights, walking or crawling in the dark along narrow and uneven surfaces, and operating in proximity to electrical power lines and other hazards.
9. Unpredictable emergency requirements for prolonged periods of extreme physical exertion without the benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration.
10. Operating fire apparatus or other vehicles in emergency mode with emergency lights and sirens.
11. Critical, time-sensitive, complex problem-solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, further aggravated by fatigue, flashing lights, sirens, and other distractions.
12. Ability to communicate (give and comprehend verbal orders) while wearing personal protective ensembles and SCBA under high background noise, poor visibility, and drenching from hose lines and fixed protection systems (sprinklers).
13. Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or risk of injury or death to civilians or other team members.
14. The candidate is up to date on all Childhood Immunizations: including but not limited to MMR (complete series), Tetanus, DTaP, Tdap, OPV/IPV, Hib, Varicella, Meningococcal, HPV, and a negative TB skin test or chest x-ray within the last six months.
15. It is recommended that recruits have the COVID-19 vaccine and flu shots. Recruit candidates will provide shot records or lab reports of vaccinations upon request.

**FIRE CHIEF/INDEPENDENT SIGNATURE/DATE:** \_\_\_\_\_