



State of Vermont Vermont Fire Academy CERTIFICATION RECIPROCITY APPLICATION

Eligibility for Reciprocity

A person may apply for reciprocal recognition of a fire service certification that has been issued by an entity other than the Vermont Fire Academy if the applicant is currently affiliated with a Vermont Fire Department or is applying to take a course or program from the Vermont Fire Academy that requires recognition of prerequisite certification(s).

A Vermont certification can only be issued for certification levels that are authorized by the Vermont Fire Service Training Council and the granting of reciprocity will not lead to the issuance of a Pro Board certificate. A Pro Board certificate can only be issued to an individual who has successfully passed the current certification exam for a given level.

Time Limitations

A certification that is recognized as reciprocal for prerequisite purposes only shall be recognized during the time that it is compliant with the current or previous two editions of the applicable standard.

Applications for Reciprocity

Reciprocity requests must be made using the approved Vermont Fire Academy Certification Reciprocity Application form. The Certification Reciprocity Application form must be signed by the applicant and the chief or sponsoring department delegate. It is the responsibility of the applicant to provide the necessary proof of certification with the application including copies of certificates and/or official training transcripts when required. Applications for reciprocity will be reviewed by the Vermont Fire Academy Chief of Training or his/her designee and a decision shall be issued within 30 days of receipt of a completed application.

Reciprocity for Certifications Earned Within the Current Certification Term

A certification term is generally one year. A Vermont certification shall be issued to anyone who has achieved an accredited certification within the current certification term and who meets any additional training requirements for certification as required by the Vermont Fire Service Training Council.

Reciprocity for Certification Earned Within the Previous Three Certification Terms

A Vermont certification shall be issued to anyone who has achieved an accredited certification within the previous three certification terms and who meets any additional training requirements for certification as required by the Vermont Fire Service Training Council. Applicants must provide proof of continued annual training relevant to their

level of certification that is equal to or exceeds the minimum requirements for renewal of a Vermont certification at that same level.

An applicant who has an accredited certification as indicated above, but *does not* have the proof of continued annual training equal to or exceeding the minimum requirements for renewal of a Vermont certification at that same level shall have their certification recognized for course prerequisite purposes only.

An applicant who does not have an accredited certification as indicated above, but has proof of previous training that is clearly compliant with an applicable standard may have that training recognized for course prerequisite purposes only. These requests shall be evaluated on a case by case basis when the certification level has been added by the Vermont Fire Service Training Council within the last three years and the training was delivered by a contractor when there was no accredited certification available in Vermont at the time that the certification was obtained.

Reciprocity for Certification Earned Prior to the Previous Three Certification Terms.

An applicant who has achieved an accredited certification prior to the previous three certification terms shall be granted reciprocity for prerequisite purposes if the certification is compliant with the current or previous two editions of the applicable standard.

An applicant who does not have an accredited certification but has proof of previous training that is clearly compliant with an applicable standard may have that training recognized for course prerequisite purposes only. These requests shall be evaluated on a case by case basis when reciprocity is being sought for a certification level that has been added by the Vermont Fire Service Training Council within the last three years, or the training was delivered by a contractor when there was no accredited certification training available in Vermont at the time that the training was obtained.

Vermont Certification Through Reciprocity

Applicants who are granted Vermont certification through reciprocity shall be placed on the recertification roster of the sponsoring department. The expiration date of a Vermont certification that is achieved through reciprocity shall be the same as though the certification was initially issued by the Vermont Fire Academy. The recertification requirements for a Vermont Certification received through the reciprocity process shall be the same as that for certifications received through passing the certification exam for that level.



State of Vermont
Vermont Fire Academy
CERTIFICATION RECIPROCITY APPLICATION

This application shall be used for applying for recognition of a certification that was issued by an agency other than the Vermont Fire Academy. Such certification may be recognized as equivalent for course prerequisite purposes or for granting Vermont firefighter certification.

Please PRINT all information legibly as it will appear on your permanent records.

Personal Information		
First Name:	Middle Initial:	Last Name:
Mailing Address:		
City:	State:	Zip Code:
Home Phone:	Work Phone:	Other Phone:
E-Mail:		
Date of Birth:	<input type="checkbox"/> Male <input type="checkbox"/> Female	
Student ID Number: -	The Student ID consists of your initials and the last 4 digits of your social security number. (ABC-1234)	
Agency Information		
Department/Agency Name:		
Rank/Position:	<input type="checkbox"/> Permanent <input type="checkbox"/> Call <input type="checkbox"/> Volunteer	
Agency Mailing Address:		
City:	State:	Zip Code:
Agency Phone:		
<p>*NOTE: It is the candidate's responsibility to notify VFA of all address changes.</p> <p>By my signature below, I certify that the above information is true and correct to the best of my knowledge. I understand that intentionally making a false statement on this application is a crime. The holder of any certification obtained in such a manner, through fraud or misrepresentation of material fact, will be subject to decertification per Section 6 of the VERMONT FIRE SERVICE TRAINING COUNCIL RULES AND POLICIES, Effective January 1, 2007.</p> <p>I understand that intentionally making a false statement on this application is a crime. The holder of any certification obtained in such a manner, through fraud or misrepresentation of material fact, will be subject to decertification per Section 6 of the VERMONT FIRE SERVICE TRAINING COUNCIL RULES AND POLICIES, Effective January 1, 2007.</p>		
Applicant Signature:		Date:
Chief Signature:	Chief Name Printed:	Date:

Section 1: General Information

All applicants must complete this section.

Indicate your reason for requesting reciprocity:

- Recognition of a certification to take a course that has prerequisite certification requirements.
- To gain Vermont Firefighter Certification.

Certification levels requested to be reviewed for reciprocity:

- | | |
|--|---|
| <input type="checkbox"/> Firefighter I | <input type="checkbox"/> Fire Inspector I |
| <input type="checkbox"/> Firefighter II | <input type="checkbox"/> Fire Inspector II |
| <input type="checkbox"/> Fire Officer I | <input type="checkbox"/> Hazardous Materials Awareness |
| <input type="checkbox"/> Fire Officer II | <input type="checkbox"/> Hazardous Materials Operations |
| <input type="checkbox"/> Fire Service Instructor I | |

My certifications are accredited by:

- National Board on Fire Service Professional Qualifications
- International Fire Service Accreditation Congress Qualifications
- United States Department of Defense

Section 2: Vermont Certification

Complete this if you are seeking Vermont Firefighter Certification.

You may be granted Vermont Firefighter Certification if your accredited certification was earned within the past certification term. The following documentation is required:

- Proof of Wildland Fire Control training (minimum of 9 hours)
- Current CPR/AED card (or higher level of EMS licensure)
- ICS100 Introduction to Incident Command System Certificate of Completion
- ICS200 Single Resources and Initial Action Incidents Certificate of Completion (required only for certification above Firefighter I)
- National Traffic Incident Management Responder Training Certificate of Completion

You may be granted Vermont Firefighter Certification if your accredited certification was earned within the previous 3 years. In addition to what is listed above, the following documentation is required:

- Proof of annual continued training relevant to the job performance requirements of your level(s) of certification that meets the following requirements:
 - Documents a minimum of 24 hours of training per year since earning the certification.
 - Include annual SCBA proficiency training, CPR, and Hazardous Materials Operations refresher training.

Submit this completed application with supporting documentation to:

Vermont Fire Academy
93 Academy Road
Pittsford, VT 05763

FOR VFA OFFICE USE ONLY

<input type="checkbox"/> Approved <input type="checkbox"/> Denied		Comments:	
VFA Approval Authority Signature		Date	
Entered into Database By		Date	