



# Fire Fighter Minimum Standards Program



Located at the corner of NW 32<sup>nd</sup> Avenue and 119<sup>th</sup> Street  
3180 NW 119<sup>th</sup> Street, Building 100, Room 101  
Miami, Florida 33167

Office Hours: Monday-Friday, 8:00 AM to 4:30 PM

**305-237-FIRE (3473)**

Fax: 305-237-8293

[FireScience@mdc.edu](mailto:FireScience@mdc.edu)

**Previous Fire Academy Applicants:** Due to a high volume of applicants per Fire Academy class, all documentation (application, TABE, medical exam form) must be submitted for each Fire Academy selection process. The Fire Science office does not hold records from previous selection processes. Therefore, **all** applicants are responsible for updating their information and student status.

*It is the applicant's responsibility to inform the Fire Science Program of any changes in contact information such as address, telephone, email, etc.*

*All information subject to change. Any questions should be addressed to Fire Science Program staff.*



## Fire Fighter Minimum Standards Training Program

The Fire Fighter Minimum Standards Program meets the requirements as set forth by the Bureau of Fire Standards and Training (352-369-2800), State Fire Marshal Office, for certification as a paid, professional firefighter. The Program consists of a 492-hour Firefighter Minimum Standards (Fire Academy) class. Included in the Fire Fighter Minimum Standards Program are the written and practical portions of the State Firefighter Certification examination.

The Fire Fighter Minimum Standards Program is a physically and mentally challenging course that includes extensive classroom and practical field components. The Fire Fighter Minimum Standards Program is offered in two class schedules:

- FULL TIME - Monday through Friday from 7:30 AM to 4:30 PM (3 months in length)
- PART TIME - Tuesdays, Wednesdays, and Thursdays from 5:00 PM to 10:00 PM and Saturdays from 7:30 AM to 4:30 PM (5 ½ months in length)

The approximate cost for the selection process and all the necessary tuition, books, uniforms and supplies can be seen on page 9 of this packet (cost estimated for Florida residents). Students who are considered non-Florida residents will have a higher cost for the program. Fire Fighter Minimum Standards Program equipment such as helmet, gloves, full bunker gear, boots, hood, and SCBA mask will be provided to the student by the program after selection.

Proof of an USDOT First Responder, EMT, or Paramedic course completion is required for approval to take the state firefighter certification examination. We recommend that all applicants take First Responder before the start of the Fire Academy class to meet the above requirement. Those in need of First Responder are encouraged to indicate their need on their Fire Academy application to receive updates on First Responder (FFP 0077) classes.

Entry into the Fire Fighter Minimum Standards Program requires the applicant to perform all mandatory requirements in a set time period and by the deadlines set by the Fire Science Program. *Applicants who miss a deadline or do not meet the selection requirements are **self-eliminated** from the selection process.* Please see the Selection Process & Flow Chart on page 3 for more information.

**To increase your knowledge and improve your success on oral interviews for fire departments, enroll in the Firesafety Inspector courses to gain your Firesafety Inspector certification and A.S. in Fire Science Technology degree courses. Call Fire Science Program for more information.**

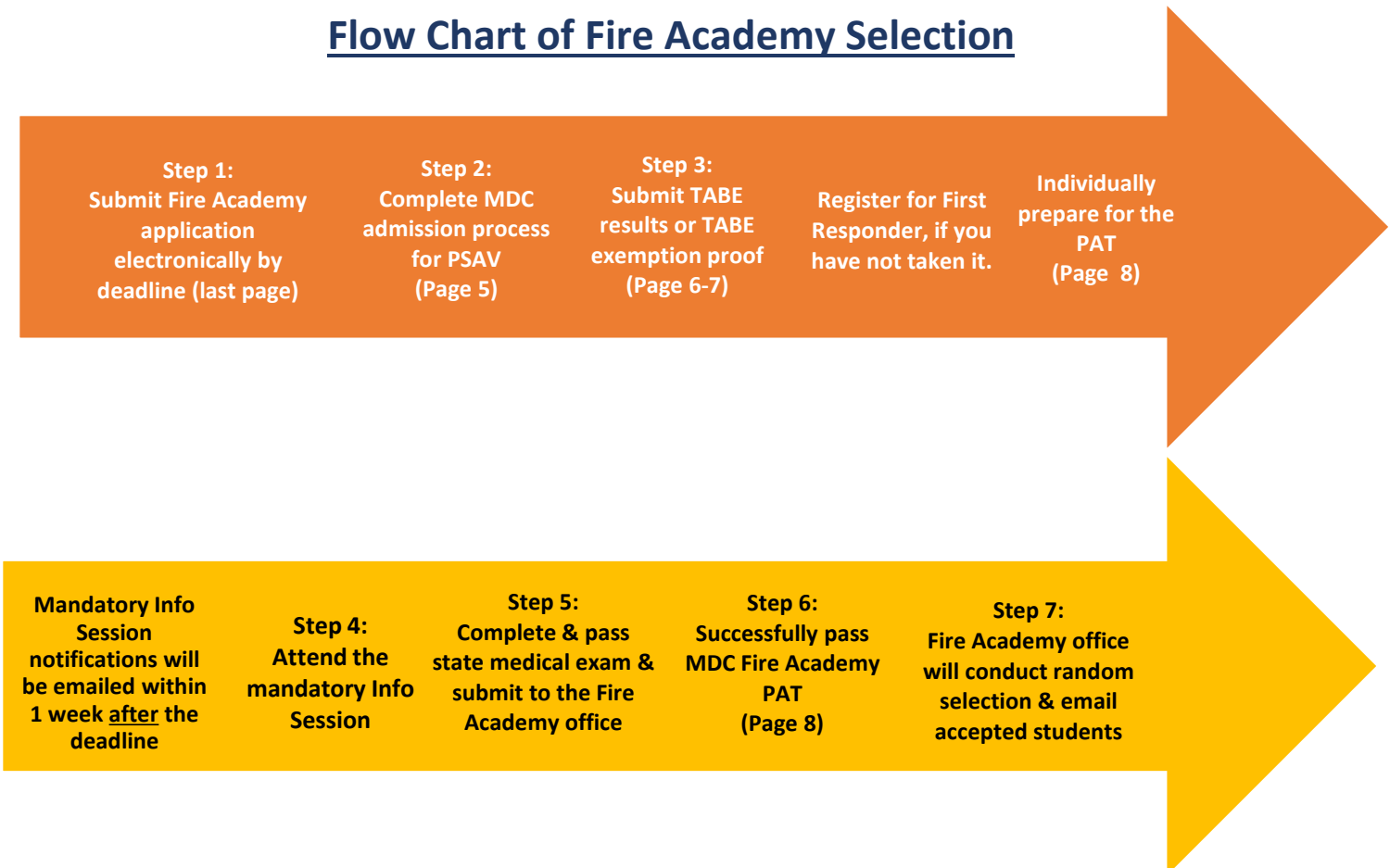
*Miami Dade College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate and baccalaureate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Miami Dade College.*



## Fire Academy Selection Process

1. Complete and submit the electronic Fire Academy application by the deadline.
  2. Complete MDC Admission for PSAV; please follow steps on page 5. *MDC admission includes submitting transcripts & Florida residency documents to MDC.*
  3. Meet Miami Dade College T.A.B.E. requirement (see pages 6 & 7).
  4. Attend a mandatory Informational Session.
    - a. An email invitation to the mandatory Informational Session will be sent by the Fire Science office to the email address listed on your Fire Academy application.
    - b. This email message will be sent within one week after the application deadline.
    - c. The informational session registration is limited and will be done on a first come, first served basis.
    - d. If you do not receive the email after one week, please call (305) 237-3473.
- The following steps (5 – 6) will be completed after attending the mandatory Informational Session.**
5. Pass a state required medical examination (NFPA 1582). *Form provided at the Info Session.*
  6. Pass Fire Fighter Minimum Standards Program Physical Ability Test – PAT (see page 8).
  7. Fire Academy will conduct computerized random selection of all applicants who successfully met all of the above deadlines.

## Flow Chart of Fire Academy Selection



*All information subject to change. Any questions should be addressed to Fire Science Program staff.*



## 2025 Fire Fighter Minimum Standards Schedule

	Class Start Date	Class End Date	Fire Academy 1-page Application Deadline
Full-time	January 2025	April 2025	<i>August 31, 2024 – 4 PM</i>
Part-time	January 2025	June 2025	<i>August 31, 2024 – 4 PM</i>
Full-time	March 2025	June 2025	<i>November 30, 2024- 4 PM</i>
Full-time	June 2025	September 2025	<i>February 28, 2025 – 4 PM</i>
Part-time	June 2025	November 2025	<i>February 28, 2025 – 4 PM</i>

**FULL TIME CLASS:** Monday through Friday from 7:30 A.M. to 4:30 P.M.

**PART TIME CLASS:** Tuesdays, Wednesdays, Thursdays (5 PM to 10 PM) & Saturdays (7:30 AM to 4:30 PM)

### Important MDC North Campus Room & Phone Numbers:

- ❖ Testing Department – Building 1, Room 1160 – (305) 237-1015
- ❖ Admissions & Registration – (305) 237-9100
- ❖ North VA Rep: Building 1, Room 1123 – (305) 237-1545
- ❖ Student Life – Building 4, Room 4208 – (305) 237-1250
- ❖ EMT Program - Advisor, Ms. Nikki Howard - (305) 237-4103 / [ihoward@mdc.edu](mailto:ihoward@mdc.edu) / [www.mdc.edu/medical](http://www.mdc.edu/medical)

### Please ensure to address any issues/holds you may have with the correct department:

- Transcript holds - Transcripts @MDC Kendall, 305-237-2701, [transcriptservices@mdc.edu](mailto:transcriptservices@mdc.edu)
- Admission application - Admissions & Registration @MDC North, 305-237-9100, [nadmiss@mdc.edu](mailto:nadmiss@mdc.edu)
- Financial holds/obligations - Financial Aid, Rm 1119, 305-237-1058, [nfinaid@mdc.edu](mailto:nfinaid@mdc.edu) or Bursar's Office, 305-237-1287, Room 1154
- Academic warning/probation/suspension - Advisement, 305-237-1425, [nadvisement@mdc.edu](mailto:nadvisement@mdc.edu)
- New Student Hold – New Student Center, Room 1173 - (305) 237-1149, [npsc@mdc.edu](mailto:npsc@mdc.edu)
- Holds for **Student Required Info, Student-Parent Info, and/or Financial Agreement** – Log into your MDConnect student account and do the following:
  - Click on “Enroll”,
  - Select term in which Fire Academy occurs
  - Acknowledge Financial Agreement and/or select the statements that apply to you
  - Click “Save”
  - Verify that you no longer have a hold in your Student Center

*All information subject to change. Any questions should be addressed to Fire Science Program staff.*



**STEP #2:**

**Steps to Complete MDC Admission for Career Technical Education (CTE)/PSAV**

**This admission process applies to First Responder (FFP-0077) and Fire Fighter Minimum Standards (FFP-0021).**

- 1) Go to [www.mdc.edu](http://www.mdc.edu)
- 2) Click on Admissions
- 3) Click on "Apply Now"
- 4) Click on "I would like to apply"
- 6) Enter your email address and click "Search"
- 7) Enter the 6-digit code that was sent to your email and click "Verify"
- 9) Enter requested information, then click "Submit"
- 10) Click on "For me" when it asks, "is this application for you or another person?"
- 11) Verify the information and click on "Save & Continue"

12) Select the term prior to the one you are applying for (see below for correct terms)

January Full-time & Part-time Fire Academy	Fall Term (previous year)
March Full-time Fire Academy	Fall Term (previous year)
June Full-time & Part-time Fire Academy	Spring term

- 13) Location you would like to attend: **North Campus** (This campus will process your application), then click save and continue
- 14) Select your highest level of education, then click "Save and continue"
- 15) Click on "I want to get a career in a year or less"
- 16) Select Program:
  - ✓ **Fire Fighter Minimum Standards (C.T.E./V.C.C.57004)**, then click "Save & Continue"
  - \*Do not select Firefighter/EMT (C.T.E./V.C.C. 58000)**
- 17) Enter your mailing address, then click "Save & Continue"
- 18) Enter demographic information and click "Save & Continue"
- 19) Enter academic history, military information, education level of parents, emergency contact information and click "Save & Continue"
- 20) Review your application/ Finish and Submit

**Note:** Ensure your high school and/or college transcripts are sent electronically to MDC Transcripts Department (<https://www.mdc.edu/transcripts/>)

Once you are admitted, please ensure to take care of any holds. Please see page 3 for more details.

**For questions regarding your admissions status, please contact MDC North Admissions & Registration Department: (305) 237-9100 / [nadmiss@mdc.edu](mailto:nadmiss@mdc.edu) / Room 1123. The Fire Science Program does not process MDC admission.**

*All information subject to change. Any questions should be addressed to Fire Science Program staff.*



## T.A.B.E. (Written Exam) Requirement

**STEP #3:** To satisfy the TABE requirement you must provide proof of successfully passing the TABE or provide proof of TABE exemption to the Fire Academy office ([FireScience@mdc.edu](mailto:FireScience@mdc.edu)) by the TABE deadline; which will be given at the mandatory Informational Session. **Before submitting TABE exemption**, please: 1) Be actively admitted to MDC as a PSAV student, 2) Submit outside transcripts to Miami Dade College, 3) Submit MDC unofficial transcripts to the Fire Science office. \*\*See below.

All transcripts from outside schools must be sent to MDC Transcripts Department. To do so, please follow the directions listed here: [www.mdc.edu/admissions/transcripts.aspx](http://www.mdc.edu/admissions/transcripts.aspx). MDC Transcripts Department can be reached by phone (305-237-2701) or email ([transcriptservices@mdc.edu](mailto:transcriptservices@mdc.edu)) or visit <http://www.mdc.edu/transcripts/send-transcripts.aspx>. Transcripts Department is located at MDC Kendall.

### **TABE exemption criteria (must meet one of these criteria to be exempt from taking the TABE):**

- A. You graduated from a Florida public high school in 2007 or after. To be eligible, you must submit your high school transcript to MDC, then submit your MDC unofficial transcript to the Fire Science Program office. \*\*See below for steps to view your TABE exemption.
- B. You have an Associates or higher from MDC. \*\*See below for steps to view your TABE exemption.
- C. You have a degree from another institution (not MDC) that is regionally accredited. You must submit the official transcript from the other institution electronically to the MDC transcripts department. This process may take 2-4 weeks. Once your transcript has been evaluated, you can submit your TABE exemption to the Fire Science office. \*\*Please see below for instructions
- D. You meet the ACT, SAT, or 2014 GED criteria. You can send your official ACT , SAT, or 2014 GED scores to MDC Testing Department for entry into your MDC student account, then contact the Fire Science office. ACT & SAT scores are valid for 2 years.
- E. You have previous (successful) TABE scores from MDC. TABE scores are valid for 2 years.
- F. You have previous (successful) Accuplacer NG scores from MDC.

\*The Fire Science office will **ONLY** accept MDC unofficial transcripts; we do not accept any other transcripts.  
MDC TABE exemption criteria: [www.mdc.edu/main/testing/criteria/career\\_and\\_technical.aspx](http://www.mdc.edu/main/testing/criteria/career_and_technical.aspx).

**\*\*To view/submit your TABE exemption from the MDC Student Portal to the Fire Science office ([FireScience@mdc.edu](mailto:FireScience@mdc.edu)), please follow these steps:**

- ✓ Visit [www.mdc.edu/transcripts](http://www.mdc.edu/transcripts), click on **View/Print Your Unofficial Transcript**
- ✓ Click **Unofficial Transcripts Request**, then enter your login and password for **MDConnect**, which will take you to your student center
- ✓ In the "Other Academic" box, select "Transcript: View Unofficial", then select the GO icon
- ✓ Make sure the Academic Institution has "Miami Dade College" selected and for the Report Type select **Unofficial Transcript**, then click **view report**
- ✓ Your unofficial transcript should list the name of your school and the date of your graduation:
- ✓ For students with degrees your MDC transcript should contain: 1) the level of your degree, 2) your confer or graduation date
- ✓ Submit to the Fire Academy office via email: [FireScience@mdc.edu](mailto:FireScience@mdc.edu). \* **INDICATE WHICH CLASS YOU APPLIED FOR**
- ✓ The Fire Academy office will confirm receipt within 3 business days.

*All information subject to change. Any questions should be addressed to Fire Science Program staff.*



### **Preparing for the Test of Adult Basic Education (TABE):**

If you do not meet the TABE exemption criteria, you are required to take the TABE or equivalent. You can visit the MDC Testing Department page (<https://www.mdc.edu/main/testing/status-of-exams.aspx>) to schedule the TABE or ACCUPLACER-Next Generation in person or remotely. Once you have taken the TABE or ACCUPLACER-NG and your scores have been uploaded to your MDC student account, please send your scores to the Fire Science office: [FireScience@mdc.edu](mailto:FireScience@mdc.edu).

To meet the TABE requirement, Fire Fighter Minimum Standards applicants must score at a 10<sup>th</sup> grade level or higher in the **Math, and Reading/Language** sections of the TABE. Applicants should ensure to inform the Testing Department that they are testing for the Firefighter Academy. For more information on testing scores or requirements, please contact a MDC Testing Department.

### **Miami Dade College Testing Departments:**

- ✓ North Campus: (305) 237-1015 - [north\\_testing@mdc.edu](mailto:north_testing@mdc.edu); (Building 1, Room 1160)
- ✓ MEEC Campus: (305) 237-1909 - [north\\_testing@mdc.edu](mailto:north_testing@mdc.edu);
- ✓ Hialeah Campus: (305) 237-8791 - [Hialeah\\_testing@mdc.edu](mailto:Hialeah_testing@mdc.edu);
- ✓ Homestead Campus: (305) 237-5105 – [Homestead\\_Testing@mdc.edu](mailto:Homestead_Testing@mdc.edu);
- ✓ Eduardo Padrón Campus: (305) 237-6041 - [EPC\\_testing@mdc.edu](mailto:EPC_testing@mdc.edu);
- ✓ Kendall Campus: (305) 237-2341 - [kendall\\_testing@mdc.edu](mailto:kendall_testing@mdc.edu);
- ✓ Medical Campus: (305) 237-4275 - [medical\\_testing@mdc.edu](mailto:medical_testing@mdc.edu);
- ✓ West Campus: (305) 237-8979 - [west\\_testing@mdc.edu](mailto:west_testing@mdc.edu);
- ✓ Wolfson Campus: (305) 237-3011 - [wolfson\\_testing@mdc.edu](mailto:wolfson_testing@mdc.edu)

### **TABE Assistance:**

- 1) Go to: <https://tmaarc.org/wp-content/uploads/2018/02/tabeteststudyguide.pdf>. This site contains sample questions designed to help students review basic concepts before taking the TABE.
- 2) Visit <http://www.mdc.edu/main/testing/assessments/tabe.aspx> for a TABE prep course offered by MDC's Continuing Education department.
- 3) Internet search: "TABE preparation"
- 4) Purchase TABE preparation workbook online.

### **Preparation for the ACCUPLACER-Next Generation can be found here:**

[https://www.mdc.edu/main/testing/examprep/accuplacer\\_cpt.aspx](https://www.mdc.edu/main/testing/examprep/accuplacer_cpt.aspx).



## Preparing for the Physical Ability Test (PAT)

The physical ability test is a component of the Fire Academy selection process. (Note: We do not accept outside PAT results.) The PATs will be scheduled after the Informational Session. In preparation of PAT testing, we recommend that applicants physically prepare for the PPAT, PAT & Fire Academy, by doing the following:

- ✓ Aerobic - running, swimming, bicycling, etc.
- ✓ RUN 1 ½ miles under 12 minutes, then 10 minutes; 3 – 5 mile runs twice a week
- ✓ Sit ups - 30 good ones
- ✓ Push-ups - 30 good ones
- ✓ Pull ups - 10 real ones
- ✓ Flexibility – stretching after your workout
- ✓ Upper body strength
- ✓ Core strength exercises

After you have attended the mandatory Informational Session, you will register and pay for a PAT as a part of the Fire Academy selection process. Practice PATs will also be available. However, space for the Practice PAT is limited.

The PAT consists of five tasks that the candidate must perform in obstacle course-like succession while wearing a weighted vest, a hard hat, and their own work gloves or workout gloves. A total of eight (8) minutes will be allotted for completion of the five tasks to successfully pass the PAT. Timing starts when the candidate touches the hose pack to perform Task 1. Timing stops when either the candidate finishes the PAT by completely dragging the mannequin across the finish line or when the time reaches the eight (8) minute mark. Once the eight-minute mark is reached the candidate's attempt is finished.

The five tasks are:

1. High-Rise Stair Climb
2. Forcible Entry
3. Hose Roll Hoist Exercise
4. Hose Advance
5. Victim Rescue Exercise

Click on the link below to see a walkthrough of the Fire Academy PAT.

<https://www.youtube.com/watch?v=Lip-NG5QtdQ>

*More information (dates and times) on the PAT and the Practice PAT will be given at the mandatory Informational Session.*

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## Estimated Cost for Fire Fighter Minimum Standards Program

<b>Cost of Fire Academy Selection Process</b>	
\$20.00	T.A.B.E. Testing
\$90.00	State Medical Examination (This fee varies depending on facility / physician used)
\$70.00 (Per Session)	Practice Physical Ability Test (PPAT) – optional
\$65.00 (Per Session)	Physical Ability Test (PAT) – required
\$186.63	First Responder (Vocational Credit Class) (Tuition is \$582.99 for out-of-state students)
\$148.75 (New)	Books for First Responder Training
<b>Cost After Fire Academy Applicant Has Been Officially Selected</b>	
\$50.30	Digital Fingerprinting (Goes directly to BFST)
\$450.00	Fire Academy Uniforms (This price is <i>only</i> an estimate)
\$60.00	Required 8-hour Firefighter (BFST) Orientation (Considered the 1 <sup>st</sup> day of class)
\$99.50 (New)	Books for Firefighter Academy <u>Essentials of Fire Fighting (7<sup>th</sup> Edition)</u> , ISBN# 9780879396572
\$50.00	IFSTA ResourceOne Access More information will be given to <u>selected</u> Fire Academy students
\$2,146.72	Tuition for Firefighter Academy (PSAV) is due the day of BFST Orientation (Tuition is \$5,982.65 for out-of-state students)
\$1,032.18 \$1,162.18	Full Time Class Bunker Gear Rental Part Time Class Bunker Gear Rental
\$30.00	State Firefighter Practical Examination Application
\$42.00	PearsonVue Charge (written state firefighter examination)
<b>\$4,541.08</b> <b>\$4,671.08</b>	<b>Total Estimated Fire Fighter Minimum Standards Cost F/T Class</b> <b>Total Estimated Fire Fighter Minimum Standards Cost P/T Class</b>

NOTE: The above information is an approximate cost of the Fire Academy Program. This is not a list of our selection process. For more information on our selection process, please see pages 2 and 11 of this information packet.

*All information subject to change. Any questions should be addressed to Fire Science Program staff.*



**Future & Upcoming Fire Academy Classes**

**January 2025  
(2 classes)**

- Application deadline: August 31, 2024
- Full-time Schedule: January to April
- Part-time Schedule: January to June

**March 2025  
(1 class)**

- Application deadline: November 30, 2024
- Full-time Schedule: March to June

**June 2025  
(2 classes)**

- Application deadline: February 28, 2025
- Full-time Schedule: June to September
- Part-time Schedule: June to November

*Please see page 14 (last page) for the  
Fire Academy application link.*

## ACCESS Services



**ACCESS (A Comprehensive Center for Exceptional Student Services):** Students who are interested in this service are urged to contact our ACCESS department and speak to an advisor. When meeting with an ACCESS advisor, students must bring with them any documentation regarding their situation. No retroactive accommodations can be provided. The student ACCESS office is located in room 6112 at North Campus, contact: (305) 237-1272. For more information, you can visit: <http://www.mdc.edu/access/>.

For special accommodations for the Florida Firefighter State Certification examination and to verify qualification for certification, please call the Bureau of Fire Standards & Training (BFST), our certifying agency, (352) 369-2800.

### **Assistance That Makes a Difference**

The College makes every reasonable effort to ensure equal access to educational opportunities and experiences for students with documented disabilities. These services can include:

- Sign language interpreters
- Adaptive or assistive technology
- Note takers
- and more

ACCESS representatives can help eligible students identify and arrange for accommodations that ensure success.

### **Academic Program Modifications and Exam Waivers**

Under certain circumstances, ACCESS can arrange for program modifications, course substitutions, and waivers for placement and exit exams, in accordance with the College's Manual of Procedures.

Learn more about policies for applying for disability services, accommodations, appeals, waivers, and more: (<http://www.mdc.edu/procedures/Chapter4/4055.pdf>).

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## About ACCESS

### Ensuring Access to Success

ACCESS empowers students to succeed by enabling students with disabilities to maximize their talents, skills, and abilities. Its goal is equal access and opportunity.

### Advocating for Accessibility

In addition to its role in the classroom, the department works to promote awareness of disability issues, federal and state regulations, and College procedures that encourage accessibility and inclusion.

### Assistance After College

ACCESS's commitment to disability services extends beyond the college experience. The department is also a voter registration site. Through the Model for Enhanced Employment Development (MEED) program, students are able to access services that help them attain employment.

### Who is eligible for services?

Students who have a documented disability are eligible for services. A disability is a physical or mental impairment that substantially limits one or more of an individual's major life activities.

Impairments may include:

- Visual, hearing, or speech impairment
- Cerebral palsy
- Epilepsy
- Chronic diseases
- Learning disabilities
- Mental or Psychological disabilities
- Attention Deficit Disorder
- Substance abuse disorders
- Autism

### Documentation

Documentation should be provided by a licensed or certified professional, such as a physician, a psychologist, an audiologist, a learning disabilities specialist, etc., who has evaluated the individual within the past three years. Documentation can also be provided by an educational institution where services have been provided previously.



## Questions about Eligibility?

An ACCESS representative can help answer questions about eligibility and necessary documentation.

### Location of ACCESS at MDC North Campus



North Campus

11380 NW 27th Ave., Room 6112,

Miami, FL 33167-3495

Monday: 8 a.m. – 6:00 p.m.;

Tuesday, Wednesday, Thursday: 8 a.m. – 7 p.m.;

Friday: 8 a.m. – 4:30 p.m.

(305) 237-1272

[NAccess@mdc.edu](mailto:NAccess@mdc.edu)

### MDC North Campus ACCESS Department Staff:

Elizabeth Potenza, Director

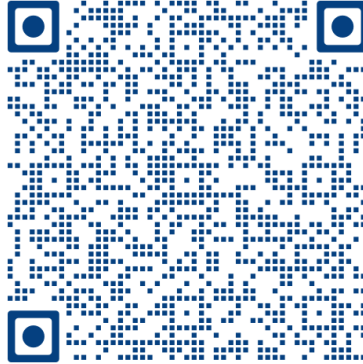
[epotenza@mdc.edu](mailto:epotenza@mdc.edu) / (305) 237-1146

Marietta Cappannelli, Advisor

[mcappann@mdc.edu](mailto:mcappann@mdc.edu) / (305) 237-1272



## [Fire Academy Application Link](#)



**Note: Minimum Florida State Qualifications for Certification as a Firefighter**

- 1.) Must be 18 years of age by start of class.
- 2.) Have a standard high school diploma or GED.
- 3.) Pass a criminal background check sent to the Bureau of Fire Standards & Training.
- 4.) Be in excellent medical condition as determined by a thorough medical examination and be able to participate in strenuous physical activities with no restrictions.
- 5.) Meet the educational Basic Skills requirement.
- 6.) Successfully complete the Fire Fighter Minimum Standards Program and pass the Florida State Firefighter practical and written certification exams