FREDERICK COUNTY GOVERNMENT

Jan H. Gardner
County Executive

DIVISION OF FIRE & RESCUE SERVICES
Emergency Services Section

Thomas W. Owens, Chief
Thomas Coe, Deputy Chief

Frederick County Fire/Rescue

➢ Applications can be obtained at www.MFRI.org, MFRI student manual or at the Public Safety Training Facility

➢ Ensure you meet the pre-requisites for each certification you are applying for

➢ Ensure you meet all components of one of the options under the course breakdown list
   o Verify whether you meet the requirements for 'Current Edition' or 'Previous Edition' and complete and submit the appropriate application

➢ Fill out **ALL** information on the form:
   • Completely fill out the applicant information
   • Make sure it is **LEGIBLE** and if you are able to, type the information in (some forms can be edited on-line, but some must be printed off and hand written)
   • You must provide at least the last **5 digits** of your social security number
   • You must list a primary fire department affiliation
   • *A secondary fire department affiliation is optional*
   • You must sign and date the form

➢ You must submit the following documents **with EACH application you submit:**
   • MFRI Transcript (can be obtained on-line at www.MFRI.org)
   • Pro-Board Transcript (can be obtained on-line at www.theproboard.org)
   • Current copy of your EMR/EMT/EMT-I or EMT-P card
   • Current copy of your driver's license if required for the certification

➢ Place all documents together and paperclip them, **DO NOT STAPLE THEM!**

➢ Submit the package to the Public Safety Training Facility, **Attention Proboard.** For additional questions or concerns contact Battalion Chief Barnes via email at DBarnes@FrederickCountyMD.gov

➢ No fees are required as the County currently pays for career and volunteer certifications

If these guidelines are not followed your application will not be submitted. It will be returned to you for proper completion.

David A. Barnes
Battalion Chief of Training