



# Registration Checklist

For use by **Chief of Department and/or Training Officer**

The following documents are required to be faxed, mailed and received at the Connecticut Fire Academy no later than 7 days prior to the start of the Recruit Firefighter Program.

**These Documents MUST be received at the Connecticut Fire Academy NO LATER than January 25, 2021**

(Seven business days prior to the start date of the Recruit Firefighter Program)

Fax or email the FD Registration packet to: [cfprecruit@ct.gov](mailto:cfprecruit@ct.gov) or [Eric.Munsell@ct.gov](mailto:Eric.Munsell@ct.gov)

**Connecticut Fire Academy  
34 Perimeter Road  
Windsor Locks, Connecticut 06069-1069  
Fax: (860) 654-1889**

☐ **PAGE 1 – Recruit Firefighter Program Registration Form**

☐ **PAGE 2 – Fire Department Contact Information Form**

General Contact Information  
Point of Contact Information  
Emergency Contact Person(s)

☐ **PAGE 3 – Medical Examination Confirmation**

For personnel hired by a municipality or who have a current physical per Department Regulations or Policy

## **Medical Certification**

For Recruit applicants who have not had a Pre-Employment Fire Department physical or Medical Examination in the past 12 months

## **IAFF/IAFF Candidate Physical Abilities Test**

☐ **PAGE 4 – Healthcare Provider Information**

☐ **PAGE 5 – Fire, Live Fire, and Flashover Survival Training**

☐ **PAGE 6 – Fit Testing & Clothing Issue Form**

☐ **PAGE 7 – Peer Support Information**

Attendance Requirements  
Program Review

☐ **Completed - Self-Administered Physical Fitness Test**

*Recruits **MUST** perform the Physical Fitness Test and complete the document prior to the first day*

***\*For the timely and accurate processing of the Recruit Application, this information needs to be provided according to the strict timelines outlined. If there are extenuating circumstances requiring any deviation, a positive contact needs to be made with the Recruit Program Coordinators or Program Manager at 860-627-6363, or [cfprecruit@ct.gov](mailto:cfprecruit@ct.gov)***

Copy this checklist for each recruit and complete required documentation and procure equipment prior to start of class. Copies of documentation maybe found by going to the CFA website ([www.ct.gov/cfpe](http://www.ct.gov/cfpe)) / Training & Education / Recruit Application Package