



## ENROLLMENT CHECKLIST

### We want YOU to Succeed!

- Attend an Information Session. A link to schedule is provided when completing the Get Started form on the program webpage or by calling 513-645-8200 option 6.
- Pass the Fire Rescue Physical Fitness Assessment Standards
- Schedule and pass WorkKeys® Assessments
  - Use this QR code to access free practice tests
  - Test is offered onsite at Butler Tech's LeSourdsville Campus  
101 Jerry Couch Blvd., Middletown, OH 45044
  - Cost is \$78 for all three tests and good for 5 years
  - Required Scores-Math (5) Graphic Literacy (4) Workplace Documents (5)
- Schedule meeting with our Financial Aid Coordinator if you plan to use military benefits to pay for the program. Call 513-645-8200 option 6 to schedule.
- Complete FBI and BCI&I Background Check-\$50 at our Liberty Twp Public Safety Campus-5140 Princeton Glendale Rd, Liberty Twp, OH 45011
- Provide copy of Ohio EMT or AEMT certification if you already have it
- Provide copy of valid driver's license
- Provide High School Diploma, transcript or high school equivalency
- Return completed Firefighter Medical Exam form
- Purchase books (the book edition information will be provided at the info session)
  - Fundamentals of Fire Fighter Skills and Hazardous Materials Response
  - Rope Rescue Technician Field Guide

Practice



Schedule



**(Enrollment Steps continued on back page)**

## Fire I & II Enrollment Checklist Continued

- Final Step to Secure Your Seat!** Return the completed Part-time Enrollment Form (provided when you pass the WorkKeys® Assessments) along with full payment for the program.

\* This is a part-time program, so federal financial aid is not available through FAFSA. You may qualify for funds through OhioMeansJobs WIOA grant and the program is also eligible if you have military funds.

Questions? Contact Fire/EMS Administrative Assistant, Laura Day

Phone: 513-894-8007 or email: [dayl@butlertech.org](mailto:dayl@butlertech.org)

Liberty Township Public Safety Campus

5140 Princeton Glendale Rd., Liberty Twp, OH 45011