

## FIRE Institute Training Enrollment Form

I wish to apply for enrollment in the course indicated below. By signing this application I am acknowledging that I understand and agree to all of the following:

- 1) That this course involves the use of firearms and live ammunition, entails the risks attendant upon the use of firearms and live ammunition, and that the safe operation of the course depends upon the complete cooperation of every participant with the personnel in charge of the range, as well as strict obedience by every participant of the safety rules established for this course. **I will, therefore, follow all safety instructions**, and I understand that if I fail to follow the instructions of the course instructors or range personnel my participation in the course may be terminated.
- 2) That I will be asked to sign a legal release on the first day of the course, in which I will acknowledge that I have assumed all risks attendant upon participation in a course involving firearms and the use of live ammunition. I understand that by signing the release I will release the course staff and the host facility from any liability for injuries I may suffer in the course.
- 3) That I am at least 18 years of age.
- 4) That I have no history involving conviction of any crime which constitutes a felony or a misdemeanor of any kind, or a summary offense involving force, threats or physical violence, and that the credentials that I am returning with this application are genuine.

Enclosed is my check or money order (no cash, please), in the amount of \$\_\_\_\_\_ for the course indicated below, payable to the order of "F.I.R.E. Institute". Members of the host facility may receive a \$25.00 discount\*. **I understand that this tuition payment is non-refundable if I withdraw my enrollment less than 30 days prior to the first scheduled day of the course; provided, however,** that the full amount of this tuition will be refunded to me if the course is canceled. Applications **must** be received no later than 30 days prior to the start date of the course.

<b>Course</b>		<b>Course Date(s)</b>	
<b>Name</b>		<b>Daytime Phone</b>	
<b>Address</b>		<b>Evening Phone</b>	
<b>City / State / Zip</b>		<b>E-mail address (if available)</b>	
<b>Name by which you like to be called</b>		<b>Age</b>	<b>Are you in Law Enforcement? (circle one)</b> <b>Y / N</b>

<b>Make</b>		<b>Model</b>		<b>Caliber</b>	
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*Make, model & caliber of the firearm you intend to use in the course (this information will go on your training certificate so please be clear and specific).*

<b>Signature of Applicant (all applications must be signed)</b>	<b>Date</b>

MAIL THIS FORM, ALONG WITH YOUR COMPLETED CREDENTIALS, TO  
FIRE Institute, 2130 Fox Way, Pittsburgh PA 15203

For those courses that require prerequisites, please indicate your prior training experience.		
Instructor or Training Academy	Course	Date

\*\$25 discount not applicable to the Utah CCW course.

# Credentialing Process

In order to enroll in any course sponsored by the FIRE Institute, you must be able to demonstrate you fall within one of the following groups:

1. Active duty in the armed forces of the United States. This can be shown with a current military identification card. Enclose a copy of the card with your application, and bring it with you to the course.
2. Active duty police officer. This can be shown with a current identification card and badge. Enclose a copy with your application, and bring the card and your badge to the course.
3. A civilian with no criminal history. For this purpose, "criminal history" means conviction of any felony, any misdemeanor, or any summary offense involving the use of force, threats or physical violence within the past ten years.

This can be shown by –

- a. Proof that you are a member of a profession which is regulated by the Commonwealth of Pennsylvania, and with respect to which conviction of a crime would result in revocation of a license or certification (e.g., attorneys, medical doctors, security personnel).
- b. Enclosing a copy of a currently valid permit to carry a concealed weapon issued pursuant to state law.
- c. By way of a certificate of no criminal history from your local police department.
- d. By way of a certificate of no criminal history from the Pennsylvania State Police (PSP). The Pennsylvania Access To Criminal History <http://www.psp.state.pa.us/patch/site/default.asp> (PATCH) page on the PSP website provides an on-line criminal history background check for a nominal fee. Once the process is complete the certificate can be printed directly from the PSP website.

For those who will have to obtain the certificate from their local police department, your local police will be familiar with what you need (these certificates are commonly required for many types of job or public office). A telephone call to your local police should tell you all you will need to know. They are generally free or available for only a few dollars\*.

You must enclose a copy of your professional license, your carry permit or the original of the certificate of no criminal history with this application. Those relying upon a professional license or carry permit must bring the original with them on the first day of the course.

If you have any questions with respect to your individual situation, feel free to call Peter Georgiades at 412-381-8035 and discuss the matter.

***NOTICE: THE SPONSORS OF THIS COURSE ARE RELYING UPON YOUR REPRESENTATIONS WITH RESPECT TO YOUR COURSE CREDENTIALS, AS SET FORTH ABOVE. MATERIALLY FALSE STATEMENTS IN THIS REGARD CONSTITUTE FALSE PRETENSES AND CIVIL FRAUD.***

The Firearms Instruction, Research and Education Institute, reserves the right to amend or modify these requirements at any time or with respect to any individual. FIRE will be, in its sole discretion, the final arbiter of the sufficiency of credentials. In the event an applicant has paid tuition and his or her credentials are subsequently rejected, tuition will be promptly refunded in full.

\*For example, Pittsburgh residents will have to report to the Municipal Court Building, on Second Avenue next to the County Jail, between the hours of 8:00 a.m. and 1:00 p.m. Go to the third floor, turn left off the elevators, and go to the end of the hall. This is the "I.D. Section". A police officer there will take your fingerprints, and direct you to the counter where you have to fill out a short request form. There is a \$12.00 charge in Pittsburgh. You can call the Pittsburgh Police Information Bureau at 412-255-2940 if you have questions.