

**Capital Area Fire Chief's Association**

**Student Approval Training Form**

Student Name: \_\_\_\_\_

Sponsoring Agency: \_\_\_\_\_

Subject / Class: \_\_\_\_\_ Start Date: \_\_\_\_\_

Class Vendor: \_\_\_\_\_

**Requirements:**

When completed, this form must be transmitted to the OMD.

**For Reimbursable Training as specified in Interlocal Agreements (ILA):**

The student must be a member in good standing in their Agency and, be eligible for tuition reimbursement funding as defined by each organization. To be eligible for tuition reimbursement funding, the Travis County Agency requesting reimbursement must be listed in the Interlocal Agreement document. The training must also be listed in the appropriate ILA or specifically approved by the CAFCA EMS Committee.

**Agreement:**

The Sponsoring Agency or Student may be responsible for the cost of the class in advance.

The Student understands they are responsible for reimbursement to the Sponsoring Agency for tuition or any other expenses the Sponsoring Agency incurred if they fail to meet the expectations or requirements of the class or Sponsoring Agency.

Sponsoring Agency or Student must provide proof of successful Course Completion by providing copies of the Certification received from the training.

**TDSHS Certification Class Reimbursement (i.e. ECA, EMT- B, EMT- I, EMT- P):** The student understands that in order to satisfy the terms of this agreement: he/she must fulfill all current requirements with regard to becoming a **Credentialed** provider within the Austin / Travis County EMS System.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Training Officer's Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name: \_\_\_\_\_

Chief Officer's Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name: \_\_\_\_\_

This form must be approved and signed by a Chief Officer / Director of the Sponsoring Agency.

**Once this form has all approvals it must be e-mailed or faxed to the OMD ASAP (978 – 0010) for review and consideration by the CAFCA EMS Committee for funding.**