Fire Science Technology

2026-27 Program Handbook

Table of Contents

1. Introduction and Program Overview 5

1.1 Message from the Program Director 5

1.2 Purpose of the Handbook 6

1.3 Program Accreditation Information 6

1.4 Description of the Program and Areas of Study 6

1.5 Program Learning Outcomes 7

1.6 Career Pathways 7

2. Admission and Enrollment 8

2.1 Program Eligibility Requirements 8

2.2 Program Application Process 8

3. Faculty and Staff Directory and other Key Offices 8

3.1 Instructor Contact Information, Office Hours, and Availability 8

3.2 Staff Contact Information 8

3.3 Contact Information for Key Offices 9

4. Student Support Services 9

4.1 Advising 9

4.2 Career Services 9

4.3 Counseling Services 9

4.4 Tutoring and Academic Support 9

4.5 Financial Aid and Scholarship Opportunities 9

5. Academic Policies and Expectations 9

5.1 Academic Integrity and Code of Conduct 9

5.2 AI Usage 10

5.3 Student Attendance and Participation Expectations 10

5.4 Student Complaint and Grievance Procedures 12

5.5 Grading Policies and Standards 15

5.6 Non-Discrimination and Accessibility Policies 16

6. Curriculum and Course Descriptions 16

6.1 Program and Course Requirements and Credit Hours 16
6.2 Pre-requisite Courses 18
6.3 Required Core Courses 18
6.4 Elective Options 20
7. Work-Based Learning Requirements 20
7.1 Work-Based Learning (i.e., Internships, Clinical Experiences, Apprenticeships, Co-op Programs) 20
7.2 Eligibility and Application Process 20
7.3 Expectations and Responsibilities of Students 21
7.4 Evaluation Process of Work-Based Learning Sites 23
8. Industry Specific Expectations 24
8.1 Rules and Ethics 24
8.2 HIPAA Confidentiality 24
8.3 Legal Standards 24
8.4 Professional Standards 24
9. Facilities, Equipment, and Safety Guidelines 26
9.1 Lab and Classroom Expectations 26
9.2 Equipment Usage and Maintenance 26
9.3 Safety Policies and Emergency Procedures 27
10. Industry Certifications and Licensure 27
10.1 Available Certifications through the Program 27
10.2 State and National Licensing Requirements 27
10.3 Certification Exam Preparation Resources 27
11. Graduation and Program Completion Requirements 27
11.1 Graduation Checklist 27
11.2 Capstone Projects or Final Assessments 28
12. Appendix & Additional Resources 28
12.1 Forms and Templates 28
12.2 Academic Calendars 28
12.3 Frequently Asked Questions (FAQs) 28

12.4 Note Pages 28

Fire Science Technology

1. Introduction and Program Overview

1.1 Message from the Program Director

During the next few months, you will be attached to MCC-Blue River's Public Safety Training Institute (PSI). After a thorough review and discussion on the first day of class, you are to have a working knowledge of the Metropolitan Community College's policies regarding *Code of Student Conduct*, *Drug Free Workplace*, *Sexual Harassment*, and the *Fire Academy Student Handbook* governing your conduct. The purpose of the Institute is to teach you the academic knowledge, practical skills, and professional conduct required to function as a fire fighter in today's society. I am confident that through your training and experiences gained in the next few months, you will find yourself more confident, able, and willing to protect the lives and property of the people you will serve.

Every MCC student is expected to follow and adhere to all MCC policies and the "*Code of Student Conduct*". Due to the specific nature of the Institute programs, however, there will be expectations and requirements of recruits that exceed those of the general student population. **Programs at the Institute are based on professional standards of discipline and conduct demanded by the public safety profession that you are preparing to enter.** The regimen of the Institute's programs, therefore, is designed to prepare you to function in the fire service profession. Recruits must complete all requirements for testing mandated by the Metropolitan Community College, the Public Safety Institute, and the appropriate agencies responsible for certification or licensure in their particular discipline.

This *Fire Science Program Handbook*, the *Code of Student Conduct*, and other MCC Polices are to be adhered to and will be **strictly enforced.** All infractions will be documented and will become a part of your permanent Academy file, together with a subsequent report submitted by a member of the faculty or staff outlining the offense and indicating the action taken.

Disciplinary action will be administered in accordance with the procedures set forth in the *Fire Science Program Handbook* and the Metropolitan Community College's *Code of Student Conduct*.

Fire Academy Coordinator

Public Safety Institute

1.2 Purpose of the Handbook

This *Fire Science Program Handbook*, combined with MCC's *Code of Student Conduct* provide information about student expectations and rights. Students are expected to read and comply with all information contained in this handbook.

1.3 Program Accreditation Information

MCC is authorized by the Missouri Department of Public Safety (DPS) as an approved Fire Academy Training provider.

MCC's Fire Science Technology program is recognized by the Fire and Emergency Services Higher Education (FESHE) program.

1.4 Description of the Program and Areas of Study

The MCC Fire Science Technology program provides high-quality fire service education for entry-level fire fighters and current fire service professionals seeking to further their knowledge and skill set.

Fire Academy

The MCC Fire Academy offers training that is authorized by the Missouri Department of Public Safety's Division of Fire Safety (DFS), which is accredited by the International Fire Service Accreditation Congress (IFSAC) and Pro Board. Graduates of the MCC-Blue River Fire Academy earn a Fire Science Certificate.

Associate of Applied Science (A.A.S.)

Unlike many other fire-based A.A.S. degree programs that focus heavily on technical certifications, MCC's degree is an academically based program that combines basic fire academy technical training with upper-level courses addressing the challenges that modern fire departments face.

Graduates of the A.A.S. program will be able to recognize, analyze, and address legal, technical, and personnel issues that fire officers routinely encounter.

Many of the requirements for the A.A.S. in Fire Science Technology degree are met upon successful completion of MCC's fire academy, as well as additional fire science and general education courses.

Fire fighters who did not graduate from MCC's Fire Academy may earn credit by certification for several common fire service certifications. Up to 32 credits can be earned for IFSAC- or Pro Board-accredited certificates for FF I & II, HazMat Awareness & Operations, Inspector I, and EMT or Paramedic.

All of MCC's Fire Science Technology courses are recognized by the Fire and Emergency Services Higher Education (FESHE) program and align with FESHE's Model Curriculum for core and non-core courses.

1.5 Program Learning Outcomes

Blue River Fire Science Technology Program Objectives: The graduate with an Associate of Applied Science: Fire Science Technology degree will use the knowledge and skills obtained in the program to:

- Explain the history, culture, career opportunities, and organizational development of the fire service.
- Demonstrate proficiency in the required knowledge, skills, and abilities for both entry-level and promotional-level opportunities in the fire service.
- Analyze key health, wellness, and safety issues in the emergency services.
- Apply the principles of fire behavior to fire prevention, fire protection, fire suppression, and fire investigation activities.
- Demonstrate key strategic and tactical knowledge, skills, and abilities within the chain of command and the NIMS Incident Command System.

1.6 Career Pathways

In 2024, median pay for U.S. fire fighters was $59,530/year with jobs expected to increase 4% through 2033.

While most fire fighters are employed by municipal fire departments or fire protection districts, other fire service career opportunities include:

- Military firefighting
- Industrial fire brigade
- Wildland firefighting
- Private contractor fire/EMS responders
- Emergency medicine (EMT-Basic or EMT-Paramedic) in hospitals, clinics, or private ambulance companies
- Emergency preparedness and management
- Fire investigation (public agencies and private industry)
- Fire protection industry
- Fire and life safety consulting
- Fire safety research

2. Admission and Enrollment

2.1 Program Eligibility Requirements

- 6.10013 DP Transfer Credit
- 6.10014 DP Academic Forgiveness
- 6.10015 DP Credit for Prior Learning

2.2 Program Application Process

Contact the PSI for current application deadlines.

3. Faculty and Staff Directory and other Key Offices

3.1 Instructor Contact Information, Office Hours, and Availability

Office Hours are by appointment only

Fire Academy Coordinator
David Johnson
(816) 604-6766
Rm: 117
david.johnson@mcckc.edu

Fire Science Technology Coordinator
Chuck Perry
(816) 604-6712
Rm: 116
chuck.perry@mcckc.edu

3.2 Staff Contact Information

Director of Public Safety Institute
Suzie Owens
(816) 604-6546
Rm: 116
suzie.owens@mcckc.edu

Public Safety Institute Information

(816) 604-6700

psi@mcckc.edu

3.3 Contact Information for Key Offices

N/A

4. Student Support Services

4.1 Advising

Contact the Fire Science Technology Coordinator for all FSTE advising questions.

4.2 Career Services

- https://mcckc.edu/career-center/index.aspx

4.3 Counseling Services

- https://mcckc.edu/counseling/meet-counselors.aspx

4.4 Tutoring and Academic Support

- https://mcckc.edu/tutoring/blue-river.aspx
- 7.40020 DR Academic Intervention

4.5 Financial Aid and Scholarship Opportunities

- https://mcckc.edu/financial-aid/index.aspx
- Missouri Public Safety Recruitment & Retention Act Scholarship
- 7.25020 BP Satisfactory Academic Progress of Financial Aid Recipients
- 7.25020 DP Satisfactory Academic Progress of Financial Aid Recipients
- 7.25050 DP Satisfactory Academic Progress of Veterans Benefits Recipients
- 7.30000 BP Student Financial Aid

5. Academic Policies and Expectations

5.1 Academic Integrity and Code of Conduct

Academic Dishonesty

Academic dishonesty such as plagiarism, cheating during an examination, and submitting as one's own work an assignment or test prepared by another person are serious matters and are violations of the *Code of Student Conduct*. Recruits that violate the *Code of Student Conduct's* Academic Dishonesty policy will be subject to appropriate disciplinary action by the Fire Academy Coordinator, the Division Chair, or the Dean of Student Development.

- 6.10010 BP Academic Standards
- 6.10011 DP Grading Standards, Coursework and Final Examination
- 6.10012 DP Grade Change
- 6.10014 DP Academic Forgiveness
- 7.20000 BP Student Rights and Responsibilities
- 7.35010 BP Code of Student Conduct
- 7.35010 DP Code of Student Conduct
- 7.40010 BP Freedom Due Process and Disciplinary Action

5.2 AI Usage

Although Artificial Intelligence (AI) is a valuable resource for research, the use of AI tools or any other automated method for generating written work for any assignment is considered by the Fire Science Technology program to be both academically dishonest and ethically fraudulent and constitutes conduct unbecoming of the fire service professional. Submission of work determined by MCC to be generated by AI may result in the student's **immediate dismissal** from the remainder of the program.

5.3 Student Attendance and Participation Expectations

Online AAS: FSTE courses are subject to MCC's standard attendance policies.

Fire Academy Attendance

Mandatory Attendance: Recruits should note that promptness and attendance for all classroom sessions, practical skills training, physical fitness training, or other academy activities is mandatory. As such, recruits are expected to be at their assigned classroom or other activity before the class or activity begins. All tardies and absences will be documented by the Fire Academy Coordinator and may negatively impact academic grades, student success, and eligibility for certification testing.

Absences will be classified as excused and unexcused. For absences other than those listed below, the Fire Academy Coordinator will determine the classifications.

Excused absences include but are not limited to:

- Illness, with a physician's note
- Hospitalization
- Jury duty
- Subpoenas
- Military duties with orders
- Death of immediate family member
- Other documented unforeseen emergencies

Unexcused absences include but are not limited to:

- Illness without a physician's note
- Employment conflicts, i.e., overtime

- Birthdays
- Weddings
- Funerals, outside of immediate family
- Personal vacations

Readiness: Recruits are expected to report to their assigned location prior to each classroom or practical skills training session and be prepared to participate in all activities until dismissed. Recruits not meeting this expectation will be marked **absent for ½ day**.

Half-day unexcused absences include but are not limited to:

- Recruits reporting to the assigned classroom or activity after the scheduled start time are considered tardy and are required to meet with the instructor on the next break. Repeated tardiness is grounds for disciplinary action including **disciplinary probation**.
- Recruits reporting to the assigned classroom or activity 15 minutes or more after the scheduled start time are considered **absent for ½ day**.
- Recruits reporting more than 30 minutes after the scheduled start time must report to the Fire Academy Coordinator or Fire Science Technology coordinator prior to returning to class.
- Recruits reporting to the assigned classroom out of uniform or wearing improper apparel, not meeting Fire Academy grooming requirements, or not having required classroom materials or practical skills equipment are considered **absent for ½ day**. Recruits will be dismissed from the classroom or training session to correct the problem.
- Recruits leaving the classroom or practical skills training session early without instructor permission are considered **absent for ½ day**.
- Recruits leaving the PSI or training ground prior to being dismissed for the day are considered **absent for ½ day**.

Regardless of classification, absences will be documented and tracked. The following will be used to document absences for disciplinary purposes.

- Excused absences are allowed up to a **maximum of eight (8) absences for the entire academy.** Due to the compressed nature of some cohort courses, one (1) excused absence is allowed for each mini-session course. Excused absences require written notification by email to the Fire Academy Coordinator or primary course instructor in advance or as soon as practicable, if advanced notification is not possible. Supporting documentation must accompany requests for excused absences. Extenuating circumstances may be considered by the Fire Academy Coordinator on a case-by-case basis.
- Unexcused absences not meeting the requirements above will not be tolerated and will result in the recruit being placed on academic probation for the remainder of the academy.
- Three (3) unexcused absences may result in the recruit being removed from the remainder of the entire academy.

- Any absence in the first fourteen calendar days or four (4) absences in the first sixty calendar days after the start of the academy may result in the recruit being placed on academic probation for the remainder of the fire academy.
- If the recruit fails to notify the Fire Academy Coordinator or primary course instructor before or after an absence (no call/no show) a total of three times or two regularly scheduled class days in succession, the recruit will be removed from the remainder of the academy.

Although any absence negatively impacts student success, absences from either classroom instruction or practical skills training or evaluation for the following mandatory subjects may render a recruit ineligible for graduation or Division of Fire Safety certification testing.

Recruits must note that absences in these subjects cannot be made up.

- Vehicle extrication training or DFS evaluation
- Live Fire Training evolutions or DFS evaluation
- Hazardous Materials training or DFS evaluation
- CPAT training or testing
- Critical EMT skills training or evaluation

Roll call and inspection will commence ten minutes prior to the scheduled class start time. Any recruit not present in the classroom in proper uniform or approved attire at the prescribed time is considered tardy.

Participation Requirements

Physical Fitness and Practical Skills Training

Fire Academy recruits are expected to participate in all physical fitness and practical skills training. Failure to participate in and progress in physical fitness training may result in dismissal by the Fire Academy Coordinator.

- 6.10017 DP Withdrawal and Audit Enrollment Status
- 7.30050 DP Medical Discretionary Withdrawal
- 7.35020 DR Student Attendance

5.4 Student Complaint and Grievance Procedures

With the exception from dismissal from the program, all applicable appeals shall follow the process outlined in the Metropolitan Community College *Code of Student Conduct*.

Disciplinary Process

Recruits that violate *Fire Academy Handbook*, the *Code of Student Conduct*, or other MCC Polices are subject to the following disciplinary action by the Fire Academy Coordinator, the Fire Science Technology Coordinator, the Division Chair, or the Dean of Student Development.

Warning

Oral notifications from instructors or Coordinators explaining the violation are intended to correct recruit behavior and performance. Repeated violations will result in more severe disciplinary action. Any instructor may issue an oral warning for disciplinary reasons. The Fire Academy Coordinator will be notified of any oral warnings given to Fire Academy recruits.

Disciplinary Memorandum

A written memorandum that identifies the infraction, the intended remedy, and any further disciplinary action. Disciplinary Memorandums document specific violations of the *Fire Academy Handbook*, the *Code of Student Conduct*, or other MCC Polices and become part of the recruit's Academy file. Written disciplinary memorandums may be issued by the lead instructor for any Fire Academy cohort course. A copy of the memorandum will be forwarded to the Fire Academy Coordinator and will be maintained in the recruit's Academy file.

A disciplinary memorandum from the Fire Academy Coordinator, the Fire Science Technology Coordinator, the Division Chair, or the Dean of Student Development may also be issued for serious violations of the MCC *Code of Student Conduct*. The memorandum will include alleged violations, expected corrective behavior, and disciplinary actions. A copy of this notification will be maintained in the Dean's office.

Probation

Recruits placed on academic probation or disciplinary probation will receive written notification from the Fire Academy Coordinator of an alleged violation of the *Fire Academy Student Handbook*, MCC Policy, or the *Code of Student Conduct* warning the recruit that repeated infractions may result in dismissal from the Academy. A copy of this notification will be maintained in the recruit's Academy file.

Dismissal

Recruits may be dismissed from the Fire Academy for repeated or serious academic or disciplinary reasons.

Dismissal Process

Any instructor may temporarily remove a recruit from a class session for disruptive or unsafe actions. No instructor may send a recruit home for the day or drop or dismiss a recruit from any Fire Academy cohort course for disciplinary reasons without the approval of the Fire Academy Coordinator.

Recruits may be removed from a single cohort course or the entire Fire Academy program for serious or repeated violations of the *Fire Academy Student Handbook*, the *Code of Student Conduct*, or other MCC Polices, or other applicable rule, law, or regulation. Recruits may be dismissed from the Fire Academy only upon the recommendation of the Fire Academy Coordinator.

Academic Dismissal

The Fire Academy Coordinator may dismiss recruits from the Fire Academy for documented serious or continued academic reasons. The Division Chair shall be notified of any academic dismissal. Reasons for academic dismissal include, but are not limited to:

a) Failure to progress
b) Failure to train
c) Failure to maintain required academic standards
d) Excessive absences
e) Absences during mandatory subject matter instruction, training, or evaluation
f) Continuous poor academic performance while on academic or disciplinary probation

Disciplinary Dismissal

The Fire Academy Coordinator may recommend the disciplinary dismissal of recruits from the Fire Academy for documented serious or continued disciplinary reasons. The Division Chair and Dean of Student Development shall be notified of any recommendation for disciplinary dismissal. Reasons for disciplinary dismissal include, but are not limited to:

a) Willfully careless, reckless, or negligent behavior involving MCC facilities, property, or equipment
b) Conduct Unbecoming of the Professional
c) Academic dishonesty
d) Egregious disobedience of an order
e) Repeated unacceptable conduct while on academic or disciplinary probation

Readmission

Students who are dismissed from the Academy for academic or disciplinary reasons may apply for readmission under the following conditions:

- **Academic Dismissal**
    - Students dismissed from the Academy for academic reasons may apply for readmission to a future Academy with an action plan approved the Deans, PSI Director, and Program Coordinators, with input from DSS and Counseling Department (as necessary)
    - Students must pass MCC's EMS 150 or present a current National Registry EMT-B license prior to readmission to the Fire Academy
    - Students admitted to the Academy under this section will be placed on Academic or Disciplinary Probation for the entire Academy
    - Students dismissed from the Academy for academic reasons a second time will not be eligible for readmission to any future Fire Academies
- **Disciplinary Dismissal**
    - Students dismissed from the Academy for disciplinary reasons will not be eligible for readmission to any future Fire Academies without the specific approval of the Fire Academy Coordinator

NOTE: The above dismissal and appeal process is for the Fire Academy only. Disciplinary actions relating to student status at MCC will follow the process outlined in the Metropolitan Community Colleges *Code of Student Conduct*.

- 7.20300 DR Student Complaints
- 7.20300 OP Student Complaints

- 7.20400 DR Student Rights and Privacy
- 7.20400 OP Student Rights and Privacy
- 7.40030 BP Status of Suspended or Expelled Student

5.5 Grading Policies and Standards

Academic Grading Policy

Unless stated in the course syllabus, academic grades will be based on the following scale:

The following grading scale will be used:

A 90% - 100% of all points possible

B 80% - 89% of all points possible

C 70% - 79% of all points possible

D 60% - 69% of all points possible

F <60% of all points possible

Fire Academy Minimum Grade Requirements

The fire service typically uses a grading system with a minimum passing score of 70% (C Grade). A 70% average must be earned in each course in order to remain in or to graduate from the program. All Fire Academy courses require performance assessments through written examinations or practical examinations, or both. All written and practical examinations must be successfully completed with a minimum score of 70% to remain in or to graduate from the program. Failure to score 70% on any required assignment or examination (written or practical) in any cohort course may result in the recruit being placed on academic probation for the duration of the Academy. Failure to pass a required unit, mid-term, or final examination or continuous substandard progress (i.e., failure to train, failure to progress) may result in academic dismissal from the Academy. Failure to submit any mandatory assignment is a serious breach of this standard and may result in immediate dismissal from the program.

Recruits may repeat or make up a missed written exam or practical exam at the sole discretion of the Fire Academy Coordinator. Scores for missed or repeated written or practical exams will be adjusted at the sole discretion of the Fire Academy Coordinator. Failure to submit repeat or make up assignments or exams in the allotted time will result in a zero grade and may be grounds for immediate dismissal from the program.

Recruits who fail to progress in training, score below 70% on any required assignment, or fall below a cumulative score of 75% for any cohort course may be placed on academic probation for the remainder of the Fire Academy. Recruits who fail to submit any mandatory assignment by the due date and time may be immediately dismissed from the program.

- 6.10012 DP Grade Change

5.6 Non-Discrimination and Accessibility Policies

The Fire Science Technology program strictly adheres to MCC's non-discrimination and accessibility policies.

- 7.30020 BP Non-Discrimination
- 7.30030 BP Non-Discrimination and Harassment Student
- 7.30030 DP Non-Discrimination and Harassment Student
- 7.30035 BP Sex Discrimination and Sexual Harassment Student
- 7.30035 DP Sex Discrimination and Sexual Harassment Student
- 7.20100 DR Disability Support Services
- 7.20100 OP Disability Support Services
- 7.20200 DR Service Animals and Emotional Support Animals
- 7.20200 OP Service Animals and Emotional Support Animals

6. Curriculum and Course Descriptions

6.1 Program and Course Requirements and Credit Hours

Fire Science Technology Requirements

The MCC-Blue River Fire Science Technology program offers basic and advanced professional training for the fire service. Most metropolitan fire departments require FF I&II certification and EMT-B licensure prior to employment. The MCC-Blue River Fire Academy is approved by the Missouri Division of Fire Safety and provides education and training for FF I&II, as well as Haz-Mat Awareness and Operations, NREMT-B, and CPAT. Full-time day and part-time night classes are available. Successful graduates of the Academy will receive a Fire Science Certificate and be eligible to test for certification or licensure in the above-mentioned areas. Students completing additional FSTE and General Education courses will receive an AAS: Fire Science Technology degree.

A.A.S. Fire Science Technology ..... 74-78 Credits

Fire Science Certificate .....38 Credits

General Education Requirements		Credits	Prerequisites
ENGL 101	Composition and Reading I	3	ENGL 90 with a minimum grade of S or appropriate placement score
HIST 120 HIST 121 POLS 136	United States History to 1865 ***or*** United States History Since 1865 ***or*** Introduction to U.S. National Politics	3	
MATH 115	Statistics or higher	3-5	MATH 85 or 95 with a grade of C or higher or appropriate placement.
PSYC 140	General Psychology	3	
COMM 100 COMM 102	Fundamentals of Speech ***or*** Fundamentals of Human Communication	3	ENGL 90 with a grade of S or appropriate placement test score

Electives course from MCC's Core 42 general education requirements.		3-5	
Minimum Total General Education Credit Hours		**18**	
Specific Program Requirements			
EMS 150*	Emergency Medical Technician-Basic	8	Student must be 18 years old by the end of the course
FSTE 109*	Fire Science Physical Fitness	3	Enrollment in MCC Fire Academy
FSTE 169*	Fire Prevention	3	Enrollment in MCC Fire Academy, successful completion of prior FSTE course with grade of C or higher, or instructor approval
FSTE 170*	Haz-Mat Awareness and Operations	3	Enrollment in MCC Fire Academy or instructor approval.
FSTE 172	Firefighting Strategies and Tactics	3	Successful completion of prior FSTE course with grade of C or higher or instructor approval
FSTE 179/199*	Principles of Emergency Services I&II	9	Enrollment in MCC Fire Academy.
FSTE 192	Fire Protection Systems	3	Successful completion of prior FSTE course with grade of C or higher or instructor approval
FSTE 193	Legal Aspects of the Fire Service	3	Successful completion of prior FSTE course with grade of C or higher or instructor approval
FSTE 202	Principles of Fire and Emergency Service Administration	3	Successful completion of prior FSTE course with grade of C or higher or instructor approval
FSTE 204/214*	Principles of Fire Emergency Safety and Survival I&II	9	Enrollment in MCC Fire Academy.
FSTE 205	Fire Behavior and Combustion	3	Successful completion of prior FSTE course with grade of C or higher or instructor approval
FSTE 208	Occupational Safety and Health for Emergency Services	3	Successful completion of prior FSTE course with grade of C or higher or instructor approval
FSTE 209*	Building Construction for Fire Protection	3	Enrollment in MCC Fire Academy, successful completion of prior FSTE course with grade of C or higher, or instructor approval
Total Credit Hours Required		**74-78**	

Courses designated with * are offered as required Fire Academy cohort courses. Students completing the Fire Academy earn MCC's Fire Science Certificate.

Students pursuing the AAS: Fire Science Technology degree who did not attend MCC's Fire Academy may apply for Credit by Certification for these courses by submitting IFSAC/Pro

Board/NREMT or other documents. Contact the Fire Science Technology Coordinator for more information about Credit by Certification. Students must complete a minimum of 25% of degree requirements through MCC to be awarded the AAS: Fire Science Technology degree.

6.2 Pre-requisite Courses

See degree requirements above.

6.3 Required Core Courses

See degree requirements above.

Fire Academy Courses

FSTE 109: Fire Service Physical Fitness

This course will prepare students to meet the physical demands of the fire service through a variety of advanced health and wellness techniques, culminating in the completion of the C-PAT test in the allotted time.

FSTE 169: Fire Prevention

This course provides fundamental knowledge relating to the field of fire prevention. Topics include the history and philosophy of fire prevention, organization and operation of a fire prevention bureau, use and application of codes and standards, plans review, fire inspections, fire and life safety education, and fire investigation.

FSTE 170: Hazardous Materials Chemistry

This course provides instruction related to emergency response incidents involving hazardous materials. Course topics include the chemistry, recognition, identification, and reactivity of hazardous materials and the health hazards of encountered by emergency responders to incidents involving these materials. Upon successful completion of this course, students will be eligible to test for Missouri Division of Fire Safety Hazardous Materials Awareness and Operations certification.

FSTE 179/199: Principles of Emergency Services I&II

These courses provide an overview to fire protection and emergency services; career opportunities in fire protection and related fields; culture and history of emergency services; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics; life safety initiatives.

Upon successful completion of these courses, students will be eligible to test for Missouri Division of Fire Safety Fire Fighter I certification.

FSTE 204/214: Principles of Fire and Emergency Services Safety and Survival I&II

These courses introduce the basic principles and history related to the national firefighter life safety initiatives, focusing on the need for cultural and behavior change throughout the emergency services.

Upon successful completion of these courses, students will be eligible to test for Missouri Division of Fire Safety Fire Fighter II certification.

FSTE 209: Building Construction for Fire Protection

This course provides the components of building construction that relate to fire and life safety. The elements of construction and design of structures are shown to be key factors when inspecting buildings, preplanning fire operations, and operating at emergencies.

AAS: Fire Science Technology Courses

In addition to required general education and Fire Academy courses, additional FSTE courses are course requirements for the AAS: Fire Science Technology degree.

FSTE 172: Strategy and Tactics

This course provides the principles of fire ground control through utilization of personnel, equipment, and extinguishing agents.

FSTE 192: Fire Protection Systems

This course provides information relating to the features of design and operation of fire alarm systems, water-based fire suppression systems, special hazard fire suppression systems, water supply for fire protection and portable fire extinguishers.

FSTE 193: Legal Aspects of the Fire Service

This course will address the federal, state, and local laws that regulate emergency services and include a review of national standards, regulations, and consensus standards.

FSTE 202: Principles of Fire and Emergency Services Administration

This course introduces the student to the organization and management of a fire and emergency services department and the relationship of government agencies to the fire service. Emphasis is placed on fire and emergency service ethics and leadership from the perspective of the company officer.

FSTE 205: Fire Behavior and Combustion

This course explores the theories and fundamentals of how and why fires start, spread, and are controlled.

FSTE 208: Occupational Safety and Health for Emergency Services

This course introduces the basic concepts of occupational health and safety as it relates to emergency service organizations. Topics include risk and hazard evaluation and control procedures for emergency service organizations.

6.4 Elective Options

Electives may be chosen from MCC's Core 42 general education requirements.

7. Work-Based Learning Requirements

7.1 Work-Based Learning (i.e., Internships, Clinical Experiences, Apprenticeships, Co-op Programs)

Fire Academy students will be required to meet clinical requirements of EMS 150.

7.2 Eligibility and Application Process

MCC-Blue River Fire Academy

The Fire Academy is a highly competitive program where class size is limited. Because enrollment interest quickly exceeds class capacity, a selective admission process will be used to determine the candidates admitted into the next Fire Academy. Remaining candidates will be placed on a waiting list for subsequent Fire Academy consideration. Admission preference will be given to those receiving highest scores for the following criteria:

Required Scoring Criteria (required for all applicants)	**Min/Max Pts.**	**Candidate**
Accuplacer reading test 248-255 (Score of 248 is required for admission) 256-300	 3 pts. 5 pts.	
Stairmaster with 50-lb vest 1 minute (1 minute is required for admission) 2 minutes 3minutes	 1 pt. 2 pts. 3 pts.	
Comprehensive written essay explaining why candidates are interested in the fire service (3 pts. required for admission)	5 pts.	
Interview Panel (3 pts. required for admission)	5 pts	
Optional Scoring Criteria (may increase applicant score)		
Submission of complete applicant packet by priority date	1 pt.	
Fire Service Entrance Exam (FSEE) 65-69 70-74 75-79	 3 pts. 4 pts. 5 pts.	
Completion of MCC's EMS 150 with "C" or higher Current Missouri or NREMT-B license	3 pts. 5 pts.	
Current or previous military service (with DD214 or equivalent)	3 pts.	
Minimum Required Score for Admission	10	

Points are given for each of the above criteria, and seats in the academy are first offered to candidates with the highest total scores. Candidates scoring below minimum required scores for each required category or less than 15 total points will be enrolled in EMS 150 and/or required reading courses.

AAS: Fire Science Technology

Enrollment in MCC's AAS: Fire Science Technology degree completion program requires successful completion of MCC's Fire Academy ***or*** verification of IFSAC or Pro Board certificates for FF I&II, HazMat Awareness/Operations, and NREMT-B or Missouri EMT-B or higher.

7.3 Expectations and Responsibilities of Students

In addition to attendance and academic performance requirements, Fire Academy recruits are expected to conduct themselves in a manner consistent with the professional expectations of the fire service.

Examinations and Practical Skills Evaluation

MCC requires final examinations for each academic course. Other written or practical skills examinations may be required and will be administered per each course syllabus and course schedule. All written and practical skills examinations are mandatory requirements of the Fire Academy. Recruits are expected to follow MCC's *Code of Student Conduct* for all aspects of the Fire Academy. Academic dishonesty will not be tolerated and **may result in immediate dismissal** from the Fire Academy.

Gymnasium

The gymnasium is intended for use by PSI Police and Fire Academies for physical fitness training, practical skills training, or other activities as determined by PSI faculty or staff.

Recruits may not use the gym or any equipment outside of scheduled training except as approved by the Fire Academy Coordinator. Recruits are prohibited from using physical fitness or CPAT equipment without another recruit or instructor present. In the event of injury, the recruit shall notify any instructor immediately.

Each recruit will be assigned a locker which is subject to inspection at any time without notice. Recruits shall supply their own combination lock and provide the combination to the Fire Academy Coordinator. Lockers and the surrounding areas must be kept neat and clean at all times. Wet or soiled clothing should be hung in the locker and removed at class dismissal. Lockers shall be kept locked at all times.

Uniform and Appearance Requirements

Fire Academy Recruits shall maintain a uniform and professional appearance during classroom instruction, practical skills training, physical fitness training, clinical or ride along sessions, public service or public education events, and at all other times and activities while representing the Fire Academy.

Fire Academy Uniforms

All recruits will purchase required Fire Academy uniforms prior to first day of class. Prior to delivery of uniforms, recruits are required to wear business casual attire for all activities except for Physical Fitness training. Male recruits are required to wear dress slacks, button down shirt, tie, and dark shoes. Female recruits are required to wear dress slacks, blouse, and dark shoes. Athletic shoes

are not permitted for business casual attire and may not be worn outside of Physical Fitness training.

The Fire Academy Coordinator will notify recruits when they are to report in uniform. Once uniforms are issued, recruits will wear only approved uniforms or physical fitness training clothing during normal Academy hours. Uniforms must be clean, in good repair, and properly worn. Uniform shirts will be worn tucked in. Approved belts and shoes or boots will be worn with the Fire Academy uniform. Damaged or lost uniforms or physical fitness clothing must be replaced at the recruit's expense.

Physical Fitness Clothing

Each recruit shall provide and have available the following at all times:

- Approved PT clothing
- Clean towels and personal items for showering;

At no time will recruits wear clothing to classrooms that is worn for physical training unless instructed. All PT clothing and towels are to be laundered frequently. Clothing is subject to inspection each week.

Hairstyles and Coloring

Recruits are expected to maintain a neat, well-groomed appearance in keeping with the

public safety profession. Recruits not in compliance with these requirements will be considered absent and will be dismissed until in compliance.

Hairs Style

Hair shall be neat, clean, trimmed, and present a groomed, professional appearance. All haircuts shall be conservative, and shall reflect positively on the recruit, the Academy, and the fire service. Long hair may be kept in a bun, ponytail, or braided. Regardless of the style, the bulk or length of the hair shall not interfere with the proper wearing of any part of the Academy uniform or personal protective equipment. Hair pins, combs, or barrettes may be worn to meet the requirement of this standard but may not interfere with the proper wearing of the Academy uniform or personal protective equipment. Recruits must conceal all hair within a protective hood and personal protective equipment and still maintain a proper fit of helmet and self-contained breathing apparatus face piece. Hair style and length must not interfere with or present a hazard while training or while participating in any clinical or ride along session.

Hair style and length shall be approved at the sole discretion of the Fire Academy Coordinator.

Hair Coloring:

Hair coloring must be of a natural color. Unnatural hair coloring, such as green, purple, blue, bright red, etc. shall not be permitted. Hair pins, combs, or barrettes, must be neutral in color.

Facial Hair

All male recruits will be freshly shaven before daily roll call and inspection. Sideburns will not extend below the bottom of the ear. No facial hair will be allowed.

Fingernails and Makeup

Fingernails

Fingernails shall be clean and neatly trimmed. Nails shall not exceed ¼ inch length from the tip of the finger. Fingernail polish must be neutral in color. Acrylic nails or other nail ornaments are prohibited.

Makeup

Facial and eye make-up must be neat and conservatively applied. Only natural colors are allowed. False eyelashes are prohibited.

Jewelry

Recruits are allowed to wear one wedding band and one wristwatch. Recruits may wear one piece of religious or cultural jewelry under their clothing, as long as it is not visible outside the clothing. **No other jewelry will be allowed.**

Injury Report

If a recruit experiences a medical condition or injury outside of MCC activities that might impact his or her performance or safety, a written report of the incident will be submitted to the Fire Academy Coordinator as soon as possible. The Fire Academy Coordinator will determine if the recruit will be allowed to participate in classroom or training activities.

If a recruit sustains a medical condition or injury during any MCC activity, the recruit shall notify the instructor who will notify the Fire Academy Coordinator to determine the course of action. All injuries requiring medical treatment or those impacting recruit performance or safety must be reported to the MCC Police at the time of occurrence or as soon as practical.

If a recruit sustains a serious medical condition or injury during any MCC activity, immediate treatment by qualified personnel and activation of the 911 system shall occur prior to other notification and documentation.

The Fire Academy Coordinator may require a medical release before allowing the recruit to resume training.

Fire Academy Schedule and Hours

A class schedule will be issued to all recruits on or before the first day of each Academy. Unless otherwise notified by the Fire Academy coordinator, the full-time Fire Academy courses are conducted Monday – Friday from 0730-1730 hrs. Part-time Fire Academy courses are conducted Monday – Wednesday from 1630-2000 hrs. and Saturday from 0800-1700 hrs. Students are expected to attend and participate in all scheduled Fire Academy activities. Instructor availability, equipment issues, scheduling conflicts, inclement weather, and other unforeseen circumstances may require adjustments to the published class schedule. Recruits will be notified of changes to the regular schedule by the Fire Academy Coordinator.

7.4 Evaluation Process of Work-Based Learning Sites

EMT-B clinicals will be monitored and evaluated by MCC's EMS faculty.

8. Industry Specific Expectations

8.1 Rules and Ethics

Recruits are expected to adhere strictly to the policies and standards describe herein and to conduct themselves with the utmost integrity and professionalism at all times.

8.2 HIPAA Confidentiality

MCC follows applicable HIPPA and confidentiality policies.

8.3 Legal Standards

The MCC Fire Academy complies with applicable NFPA standards for all training.

8.4 Professional Standards

Recruit Conduct

Recruits are expected to adhere strictly to the policies and standards describe herein and to conduct themselves with the utmost integrity and professionalism at all times. Whether during Fire Academy activities or outside of Academy activities, recruits shall interact with all instructors, faculty, staff, other recruits, other students, and members of the public with courtesy, respect, and conduct that reflects the honorable profession of the fire service. Any recruit who fails to make satisfactory progress or who otherwise fails to conform to these rules is subject to disciplinary action, up to and including dismissal from the Academy.

Conduct Unbecoming of the Fire Service Professional

The conduct of each recruit, whether during Fire Academy activities or outside of Academy activities, is expected to be such that it will not discredit or bring negative publicity to the Academy, the PSI, MCC, other recruits, staff, instructors, or any emergency service profession. Violations of the Personal Code of Conduct may be grounds for immediate dismissal as determined by the Fire Academy Coordinator. Infractions of this section include, but are not limited to;

- Drinking off duty in excess
- DWI/DUI
- The use of cannabis on campus or at any MCC-sponsored event is strictly prohibited
- Dishonesty, stealing, using one's position as a fire/police recruit to extort favors
- Arrests or violations of the law, including excessive traffic violations
- Posing or identifying oneself as a firefighter or other emergency services professional
- Fighting, Assaults, Domestic Violence encounters
- Violation of any Missouri weapons law
- Blatant disrespect for the public, law enforcement officers, or fire service personnel
- Sexual Harassment toward other students, MCC staff, or the public
- Dangerous or reckless acts during Fire Academy activities or outside of Academy activities
- Inappropriate postings, comments, or photographs on social media or through other written or electronic communication that would reflect adversely on other recruits, Institute staff, the Institute itself, or any emergency service profession

- Using Artificial Intelligence (AI) to generate work submitted as the recruit's own work

Misrepresentation

Recruits, whether during Fire Academy activities or outside of Academy activities, will not represent themselves as fire fighters or other emergency services professionals and undertake to mitigate emergency incidents or advise the public on matters relating to fire department procedures, policies, codes, or regulations. During any clinical or ride along session, the recruit will act under the direct supervision of the agency sponsoring the clinical or ride along. Recruits shall conduct themselves professionally and in accordance with these policies while participating in any clinical or ride along session.

Disobedience of Lawful Order or Directive

Recruits will give the same respect to all PSI instructors, whether attached to the Police Academy, Fire Academy, or EMS program. Willful refusal to comply with any reasonable and lawful order, direction, or assignment from any instructor, faculty member, office personnel, or any other MCC employee will result in immediate dismissal from the remainder of the academy.

Unlawful Conduct

Recruits shall act in accordance with the constitutions, statutes, ordinances, administrative regulations and the official interpretations thereof, of the United States of America, the State of Missouri, Jackson County, and the City of Independence. When in another jurisdiction, members will obey applicable local and state laws. Ignorance of such laws will not be regarded as a valid defense against failure to meet the requirements of this regulation.

Any recruit suspected of a violation of criminal law, including municipal ordinance violations, whether or not prosecuted, is subject to discipline and notification of the appropriate state regulatory agency. Serious violations may result in immediate disciplinary action or dismissal from the Fire Academy program. Any recruit who is detained, questioned, or arrested for suspicion of violating any criminal law or ordinance will report the incident immediately in writing to the Fire Academy Coordinator no later than the first hour of the next class period.

Miscellaneous Prohibited Conduct

The following rules have been established by the Public Safety Institute and the Metropolitan Community College to assure the efficient and effective operation of the PSI.

The following acts will subject a recruit to Institute and/or college disciplinary action. This list is not exhaustive, and other actions may be deemed so significant by college officials as to warrant disciplinary action.

- Firearms and other weapons are strictly prohibited on all MCC premises, buildings, grounds, and MCC activities except those carried by commissioned law enforcement officers.
- Use of personal cell phones in locker rooms, classrooms, corridors, or other instructional areas of the PSI is prohibited without staff or instructor permission. Cell phones may be used while on break in the break rooms or outside the PSI.
- Entering any faculty or staff office area without permission.

- Loitering in the instructor's work area. All papers, work, or any items on the instructor's desk are confidential and not subject to inspection by recruits.
- Sleeping or dozing in class is disrespectful to the instructor, is a distraction to other students, and will not be tolerated. If a recruit feels drowsy, the recruit will stand and quietly move to the rear of the classroom, without requesting permission. The recruit will return to his/her seat as soon as possible. This procedure will be treated as a privilege and may not be abused. Repeated sleeping or dozing in class will result in the recruit being placed on academic probation.
- Failure to follow uniform and grooming requirements.
- Failing to adhere to any verbal and/or written instructions or orders given by any MCC instructor, faculty, or staff member.

9. Facilities, Equipment, and Safety Guidelines

9.1 Lab and Classroom Expectations

Classroom Conduct

Instruction will be conducted according to the Fire Academy schedule. Classroom instruction is typically conducted in hourly sessions with regular breaks as determined by the instructors. Recruits are expected to remain in the classroom until dismissed. Practical skills training will be conducted in the PSI, at the Independence Fire Department Training Facility, or other off-site facilities as determined by the instructors. Breaks during practical skills training will be determined by the instructors.

Classroom seats will be assigned and, unless otherwise instructed, recruits will occupy the same seat throughout the Fire Academy. Recruit name cards are to be displayed on the desk for the duration of the Fire Academy.

9.2 Equipment Usage and Maintenance

Care and Maintenance of the Facility and Equipment

Eating or drinking in the PSI is permitted only in the break area and in the classroom, with instructor approval. All trash must be placed in the proper receptacles. During break time, recruits are to remain in the break area or outside so as to not disturb classes in session. MCC is a **tobacco free** campus. No smoking or other tobacco products are permitted anywhere on the campus. The use of any cannabis product or vaping product is prohibited anywhere on campus.

Recruits are responsible for the cleanliness of their classrooms and locker rooms. Recruits shall police their classrooms and locker rooms before being dismissed for the day.

During the academy, recruits will be issued personal protective equipment and other equipment for use during the Academy. Recruits are financially responsible for the negligent loss, theft, or damage to all equipment issued to them. Recruits are responsible for the normal cleaning and care of their issued equipment. Wet or soiled gear/equipment shall be stored in appropriate lockers or storage areas. Gear or equipment left unattended will be secured by Academy staff. Firefighting bunker gear shall not be worn on carpeted areas of the campus.

Recruits shall not wear or display Academy gear or equipment outside normal training

assignments without written permission from the Fire Academy Coordinator. Academy gear or equipment shall not be used, worn, or displayed in a fashion that discredits or brings negative publicity to the Academy, the PSI, MCC, other recruits, staff, instructors, or any emergency service profession. This includes, but is not limited to, written material, social media, photos, or videos.

9.3 Safety Policies and Emergency Procedures

See the MCC Fire Academy Safety Policy below.

MCC Fire Academy Prehabilitation and

10. Industry Certifications and Licensure

10.1 Available Certifications through the Program

Fire Academy Certifications

Graduates of the Fire Academy will be eligible for certification testing by the Missouri Division of Fire Safety for Hazardous Materials Awareness & Operations, Fire Fighter I & II, and National Registry EMT-B (NREMT). Fire Academy recruits will also receive training and testing for the Candidate Physical Ability Test (CPAT)

10.2 State and National Licensing Requirements

The Missouri FF I & II and HazMat A/O certificates and NREMT-B license are transferrable to most states through reciprocity.

10.3 Certification Exam Preparation Resources

Students will be prepared for certification testing during the Fire Academy.

11. Graduation and Program Completion Requirements

11.1 Graduation Checklist

Fire Academy

Fire Academy students must successfully complete the entire cohort program to earn the Certificate: Fire Science.

AAS: Fire Science Technology students must complete all degree requirements and apply for graduation.

11.2 Capstone Projects or Final Assessments

Fire Academy students will be prepared for certification testing and will be eligible to schedule NREMT-B skills evaluation and written testing.

12. Appendix & Additional Resources

12.1 Forms and Templates

NA

12.2 Academic Calendars

https://mcckc.edu/calendar/index.aspx

12.3 Frequently Asked Questions (FAQs)

NA

12.4 Note Pages