



SULLIVAN COUNTY BUREAU OF FIRE

Sullivan County Emergency Services Training Center Class Registration Policy

State Class Registration

As of April 2023, all students registering for a State Class sponsored by the **Office of Fire Prevention & Control (OFPC)** must do so by using the State **Learning Management System (LMS)**. You must have an LMS account to register for a class. In addition, you must also have a **Training Authorization Form** signed by the Chief that can be uploaded when using the registration process. The link for LMS and the Training Authorization Form can be found on the Sullivan County Bureau of Fire webpage.

Your registration will be acknowledged by the State.

Sullivan County Class Registration

All students planning to attend a class sponsored by the **Sullivan County Bureau of Fire** must be pre-registered. This can be accomplished by going to the Sullivan County website, www.SullivanNY.us and using the drop-down menu to the Bureau of Fire, Training. At that site, you will have the ability to register on-line. The Chief of the Department, or their designee, training officer, Fire Coordinator, E911 Coordinator, or the Department Head must fill out the paperwork for the on-line registration.

Students will need to provide their full name, Firefighter County Accountability ID number and their TIMS number.

The Officer doing the registration must provide their name, e-mail address, phone number, department/organization they are from, the student's name(s) and the class they are registering for, as indicated on the form (multiple forms can be used).

Upon receipt, the person sending the form will be notified of the status of the student requesting entrance into the class, i.e., they have been accepted or that the class is full, and they are on a waiting list.

10/2008
04/2016
06/2018
03/2023