

# State Firemen's and Fire Marshals' Association of Texas

Texas Volunteer Firefighters' and Fire Marshals' Certification Board  
 4450 Frontier Trail ♦ Austin, Texas 78745-1514 ♦ (800) 580-7336

## MASTER FIREFIGHTER APPLICATION

SFFMA OFFICE USE ONLY	
Certified Date:	DD <input type="checkbox"/> ID <input type="checkbox"/> PR <input type="checkbox"/>

1) Applicant Name:			6) Fire Department:		
2) SFFMA ID #:	3) Last 4 digits of SSN:	4) Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	7) Dept SFFMA ID #:		
5) E-mail:			8) Dept E-mail:		

### THIS SECTION IS TO BE COMPLETED BY THE CERTIFICATION COORDINATOR

Each of the following requirements have been completed in order to qualify for this certification:

- 9)  SFFMA Accredited Advanced Firefighter certification (attach copy of certificate)
- 10)  A minimum of ten (10) years of fire fighting service (indicate below)
- 11)  A minimum of four hundred (400) total hours of training (indicate on page 2)
- 12)  A minimum of one (1) course AND forty (40) hours of training from five (5) of the six (6) categories listed on page 2.

**Documentation MUST be attached**

### FIRE DEPARTMENT EXPERIENCE

Department Name	Dates of Enrollment	Rank
<b>TOTAL YEARS IN FIRE SERVICE (MINIMUM 10 YEARS REQUIRED) :</b>		

**PAGE 2 MUST BE COMPLETED IN FULL**

CATEGORIES/COURSES COMPLETED	HOURS	CATEGORIES/COURSES COMPLETED	HOURS
<b>MEDICAL:</b>		<b>FIRE PREVENTION:</b>	
<b>MANAGEMENT / SUPERVISION:</b>		<b>EDUCATIONAL / INSTRUCTIONAL:</b>	
<b>RESCUE / HAZMAT:</b>		<b>OTHERS:</b>	

Additional training can be listed on a separate sheet.

Please note that as Master Applications are checked by three Certification Board members, then taken to a Certification Board Meeting for an approval vote, the processing period is considerably longer than for other applications. Therefore, proper organization of the documentation will help expedite the process.

I attest that the information contained in this application is true and correct to the best of my knowledge. I further attest that the applicant has achieved all requirements for Master certification and has met a minimum of the required hours.

\_\_\_\_\_  
Fire Chief Signature

\_\_\_\_\_  
Certification Coordinator Signature

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Print Name Here

\_\_\_\_\_  
Print Name Here

\_\_\_\_\_  
Print Name Here



## State Firemen's and Fire Marshals' Association of Texas Texas Volunteer Firefighters' and Fire Marshals' Certification Board

4450 Frontier Trail ♦ Austin, Texas 78745-1514 ♦ (512) 454-3473  
certification@sffma.org ♦ www.sffma.org ♦ (800) 580-7336

### **Instructions for Application Completion – MASTER FIREFIGHTER**

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**Membership dues for the department as well as the applicant must be paid in order to issue certification(s).**

**Zone Representative review of the applications is highly recommended prior to submission.**

- 1) Applicant Name Legibly print the applicant's name as it is to appear on the certificate.
- 2) SFFMA ID # Provide the applicant's SFFMA ID number found on the membership card or on the dues renewal notice. This is required information and the application cannot be issued without inclusion.
- 3) Last 4 digits of SSN Provide the last four digits of the applicant's SSN for comparison against SFFMA records. The full SSN must have been previously provided, either through the SFFMA Online program or on a membership application form.
- 4) Gender Indicate whether the firefighter is male or female. This information is kept for demographic purposes only.
- 5) E-mail Legibly print the applicant's preferred e-mail address. We send the e-InfoFire newsletter as a member benefit.
- 6) Fire Department Legibly print the department name on record. Changes to the department name must be made separately, and cannot be submitted on certification applications.
- 7) Dept SFFMA ID # Provide the department's SFFMA ID number found on the departmental membership certificate and dues renewal notice.
- 8) Dept E-mail Legibly print the department's e-mail address. Questions from Austin staff can be resolved quickly via e-mail and reduces the number of applications returned to the department.
- 9) SFFMA Accredited Advanced Applicant must have been issued an SFFMA Accredited Advanced Firefighter certification. Attach a copy of the certificate.
- 10) 10 years experience Indicate in the grid, the applicant's Fire Department experience. Dual department affiliation cannot be counted as dual years of experience.
- 11) 400 hours of training Indicate on Page 2, or on an additional page, the courses for consideration toward certification. Copies of certificates must be attached and signed by the instructor.
- 12) One course category minimum Five (5) of the six (6) categories must have at least one (1) course reported, and the cours(es) must equal at least forty (40) hours. Applications with more than one category unreported, or with a category not equaling or exceeding forty (40) hours will be returned.

**Each course submitted for certification can only be considered for up to and not exceeding forty (40) hours toward certification. Three (3) hours of college level coursework can be reported as forty (40) hours toward certification.**

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**NOTE:** As this is a legal document, we can only accept original signatures in ink for issuance of certifications. Applications submitted with photocopied, faxed or pencil signatures will be returned for re-signature.

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Mail completed application, documentation and application processing fee to the Austin office.

**Allow at least 30 to 60 days for the Austin office to process applications.** Although applications may be issued prior to the 30-day point, frequent requests for status updates slows the Certification Department's ability to process applications in a timely manner.

