



How to Enroll in the Fire Science Degree Program

Weatherford College offers two A.A.S. degree tracts.

- **Fire Protection and Safety Technology A.A.S.** degree gives students an expanded knowledge base to help improve as firefighters.
- **Fire Services Administration A.A.S.** degree helps prepare the firefighter for their move into supervision and/or helps the supervisor improve in their role as an administrator.

“Employed as a paid fire fighter by a political subdivision of the State of Texas or active members of volunteer fire departments who hold an accredited advanced certification (or the equivalent), under the State Firemen’s and Fire Marshal’s Association of Texas volunteer certification program, OR a Phase V (Firefighter II) certification (or the equivalent) under the Texas Commission of Fire Protection’s voluntary certification program under Section 419.071, Govt Code.”

1, 2, 3’s to enrolling

1. Apply online to Weatherford College at www.wc.edu
2. Forward all Official transcript(s) from all colleges and/or universities (still in the sealed envelope from the school) to the Fire Science office address listed below. If official transcripts are not received in the Fire Science office this will delay your registration. If no previous college is available a High School transcript is required.

Mail to:

Weatherford College
Attn: Fire Science Technology
225 College Park Dr.
Weatherford, Tx 76086

3. Complete placement testing (*if applicable*). Students could be exempt based on prior coursework. The TSI assessment can be taken at any public institution in Texas." Check WC web page for more information.
4. A copy of the Standards of Progress is available online at <https://www.wc.edu/financial-aid/satisfactory-academic-progress> for your

review, which outlines the particulars of the policy. Please note that you must meet the prescribed standards or you could be placed on financial aid suspension and denied financial aid. This will affect your tuition waiver.

5. **GUIDLINES: Tuition Waiver (Good Standing Letter)** -

Paid fire fighter by a political subdivision of the State of Texas - must submit current letter prior to registration. Letter is required each time student registers for class
Fax to 817-599-6507 or email to wcpinfo@wc.edu

- a. Contact the Fire Science office to confirm letter has been received.
 - b. Contact the Fire Science office if you register for more classes after the initial classes.
 - c. Letter is required for each semester student is enrolled.
 - d. Letter must be on current fire department letter head.
 1. The following information must be in the heading of the letter:
 1. Current date
 2. Student Name
 3. Student email
 4. Student ID number (SID) **absolutely No SSN on letters**
 5. Degree Student is pursuing (Fire Administration or Fire Protection)
 6. Semester of enrollment (Spring 2016, Fall 2016 etc.)
 - e. This letter is your tuition payment. This is how you pay for classes.
 - f. Any information missing from the letter will delay the tuition waiver and you could be dropped from a class due to non-payment.
 - g. If you add any additional classes within the same semester you must contact our office to insure correct payment is made or you could be dropped for non-payment.
6. Contact our office at 817-598-6347 to verify your paperwork has been received and you have been cleared for Web-Registration.
 7. Once all paperwork is complete, you may register online through "Campus Connect".

E.S.D AND V.F.D. – active members of volunteer fire departments who hold an accredited advanced certification (or the Firefighter II equivalent), under the State Firemen's and Fire Marshal's Association of Texas volunteer certification program, OR a Phase V (Firefighter II) certification (or the equivalent) under the Texas Commission of Fire Protection's voluntary certification program under Section 419.071, Govt Code must submit proof of certification along with tuition waiver letter.

- **Advisor: David Anderson**
- Email: danderson@wc.edu
- Phone: 817-598-6424

Dept. Secretary: Anita Garcia
Email: wcpinfo@wc.edu
Phone: 817-598-6347

EXAMPLE of WAIVER LETTER:



Date: (current date)

RE: Students Name

EMAIL: Students personal email

SID: Student WC ID number

Degree: Degree student is pursuing

Semester: Semester you are enrolling in

This letter will serve as a letter of reference and certifies that students name inserted here is a full-time paid Fire Fighter with insert the department name here as an insert the students position with the department here. Student name here began their employment on insert the date here and is in good standing with this department.

Thank you,

Signature and printed name of Chief level officer who certifies this is true.