



**OCTOBER
13 & 14, 2018**

**COURSE FEE
\$25.00**

**Lunch will be
provided
both days.**

**DEADLINE TO
REGISTER IS
OCTOBER 1, 2018**

COURSE LOCATION

**MFSI 19 SEWALL ST.
BRUNSWICK, ME**



**SEND YOUR
REGISTRATION TO :
MAINE FIRE SERVICE
INSTITUTE**

**ATTN: ANNE HEINIG
19 SEWALL STREET
BRUNSWICK, ME 04011**

Phone: 207-844-2070

Fax: 207-725-9079

E-mail:

MFSInfo@SmccMe.edu

These courses are subsidized by the NFA State Fire Training Grant Fund and the operating funds provided through the Fire Investigation and Prevention Tax. (FIPT)

MAINE FIRE SERVICE INSTITUTE

NATIONAL FIRE ACADEMY COURSE - F0646

LEADERSHIP IN SUPERVISION: CREATING ENVIRONMENTS FOR PROFESSIONAL GROWTH



OCTOBER 13 & 14, 2018

MAINE FIRE SERVICE INSTITUTE

19 Sewall Street, Brunswick, ME 04011

NFA State Fire Instructor - Dave LaFountain

Course description

This two-day course presents the supervisor with the basic leadership skills and tools needed to perform effectively in the fire service environment. The course includes concepts related to a successful transition to supervisory and leadership roles, including concepts of adaptive leadership; change management; active followership; effective communication, including difficult conversations and advocacy-inquiry based dialogue; ethics; authority; power; decision-making; and active engagement through development of a personal plan.

Course Schedule: October 13 & 14, 2018 at 0800-1600

Contact Hours: 16 hrs. Class Size: Minimum 12 students / Maximum 24 students.

Registration is required. There is a \$25.00 fee to cover the cost of lunch and breaks which will be provided both days.

FOR MORE INFORMATION CONTACT: James Graves, Director MFSI at 207-844-2078 or jgraves@smccme.edu.

DEADLINE TO REGISTER: OCT. 1, 2018.

Training Grant Fund and the operating funds provided through the Fire Investigation and Prevention Tax (FIPT)



Registration Form

SMCC ID# _____ TODAY'S DATE _____

LAST NAME _____ FIRST _____ MIDDLE _____

BIRTH/OTHER NAME _____ E-MAIL _____

CELL PHONE _____ HOME PHONE _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

COUNTY _____ SOCIAL SECURITY # _____

GENDER* ☐ FEMALE ☐ MALE

BIRTHDATE* _____

MINOR RELEASE FORM REQUIRED FOR STUDENTS UNDER 18 YEARS OF AGE

ETHNIC GROUP* (CHOOSE ONE) ☐ HISPANIC/LATINO ☐ NOT HISPANIC/LATINO

RACE* (CHOOSE ALL THAT APPLY) ☐ AMERICAN INDIAN OR ALASKA NATIVE ☐ ASIAN
☐ BLACK OR AFRICAN AMERICAN ☐ WHITE
☐ NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER

*OPTIONAL – THIS INFORMATION IS USED FOR REPORTING PURPOSES ONLY

YOUR REASON FOR ENROLLING ☐ DEGREE OR CERTIFICATE ☐ PERSONAL ENRICHMENT
☐ TRANSFER TO ANOTHER COLLEGE ☐ SKILLS FOR EMPLOYMENT ☐ OTHER

I HAVE BEEN A RESIDENT OF MAINE SINCE _____ (for non-educational purposes)
MONTH/YEAR

ARE YOU A U.S. CITIZEN? ☐ YES ☐ NO PROOF OF MAINE/US RESIDENCY REQUIRED TO QUALIFY FOR IN-STATE TUITION

DO YOU HAVE A HIGH SCHOOL DIPLOMA OR GED? ☐ YES ☐ NO

REGISTRATION YEAR _____ TERM ☐ FALL ☐ SPRING ☐ SUMMER

COURSE CODE	COURSE NUMBER	COURSE SECTION	COURSE TITLE	CREDITS	A AUDIT R REPEAT	OFFICIAL USE

YOUR SIGNATURE INDICATES YOU HAVE READ AND UNDERSTAND THE CONDITIONS STATED ON THE BACK OF THIS FORM.

STUDENT SIGNATURE _____

Terms & Conditions

- Any change in your credit load may affect your academic standing (program/graduation requirements) as well as your eligibility for financial aid and/or veterans' educational benefits.
- If you have a disabling condition and wish to request accommodations in order to have reasonable access to our programs and services, you must register with the ADA Services Coordinator, Mark Krogman, at 207-741-5629; Maine Relay Service 1-800-457-1220.
- You are responsible for the financial obligation related to your registered courses.
- Students who have NOT paid their tuition and fees in full (or enrolled in the College payment plan) by the due date for the current term risk having their registration canceled.
- Student signature is required on the registration form.

Tuition Refunds

- Your official credit-hour load is determined at the end of the Add/Drop period. The Billing Office will only be able to make adjustments to your bill during the official Add/Drop period. Please refer to the Academic Calendar for specific dates.

Official drop within the add/drop period	100% Refund
Official withdrawal within the withdrawal period	NO REFUND
Non-attendance of classes	NO REFUND
Course canceled by the College	100% Refund

- To receive a full refund for non-credit courses, a student must cancel his or her enrollment 3 business days prior to the start date of class. There is no partial refund.

