



STATE FIRE TRAINING

Instructor I Certification Checklist



Name: _____

SFT ID Number: _____

Section 1: To Receive Task Book

EDUCATION

Submit a copy of your course completion certificate

COMPLETE

1. Instructor I: Instructional Methodology

FORMS & PAYMENT

Download from the SFT website

COMPLETE

1. Complete Task Book application form
2. Fee & Fee Schedule

Section 2: To Receive Certification

CERTIFICATION TASK BOOK

Submit original capstone task book to SFT (Be sure to make a copy for your records).

COMPLETE

1. Complete all job performance requirements (JPRs)
Additionally the signature verification page lists all of the evaluators that signed off in the task book
2. Experience
Minimum of 1 year full-time paid (or two years part-time paid/volunteer) experience in a recognized fire agency in California and document (40 hours minimum) of teaching experience within a fire service-related program (with feedback)
3. Signed by the Fire Chief or his/her authorized signatory
Signatures must be original –not stamped