



DEPARTMENT OF FINANCIAL SERVICES

*Division of State Fire Marshal
Bureau of Fire Standards & Training*

Title: FIRE SERVICE INSTRUCTOR I, II & III CERTIFICATION RENEWALS

Release Date: July 1, 2013

Instructor Renewals

- (a) Instructor Certifications must be renewed every 4 years.
- (b) Should the applicant fail to meet the prerequisite training requirements specified below for renewal, the applicant must qualify for and successfully pass the required state examination for the Instructor Certification requested.
- (c) The Bureau of Fire Standards and Training shall notify the certified instructor that the applicant's certification is due for renewal approximately 30 days prior to the expiration of the Instructor Certification.
- (d) The Certified Instructor shall submit the renewal application to the Bureau of Fire Standards and training specifying whether the renewal is to be based on completion of a course or attendance at workshops or seminars.
 - 1. Course – Have successfully completed an approved course of instruction in a curriculum related to instructor improvement.
 - a. This course shall be 40 class hours in duration or the equivalent in Continuing Education Units (CEU's).
 - b. Verification of successful completion of the course shall be included with the renewal application. Acceptable forms of verification include copies of certificates and college transcripts.
 - 2. Workshops or Seminars – In the absence of completion of an approved course, the certification renewal shall be based upon attendance at a workshop or seminar related to the subject of certification which shall be a cumulative total of not less than forty 40 contact hours in duration.
 - a. Any person whose certification is not renewed cannot function as an instructor as defined herein.
 - b. It is the responsibility of the Certified Instructor to notify the Bureau of Fire Standards and Training of any address changes in writing.

**IMPORTANT
KEEP YOUR INFORMATION CURRENT**

It is your responsibility to ensure your current name, address and contact information is up to date. If this information has changed, go to www.FloridaStateFireCollege.org and update your profile online accordingly