



DEPARTMENT OF FINANCIAL SERVICES

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

Title: Dormitory Reservation

Release Date: August 6, 2020

Revised Date: December 9, 2020

A limited number of dormitories are available at the Fire College. There are also established discount rates at nearby lodging facilities for Fire College students, see the Hotel List.

Fire College dormitory rates are \$25.00 daily. Advance notification and prepayment are required for reservations. The Florida State Fire College accepts VISA and MasterCard for all transactions. Up to three students are assigned to each dormitory room. If you have special needs or require a late check-in, please notify the Student Services Staff prior to your arrival. Contact the Florida State Fire College at 352-369-2800 if you need assistance.

How to: Register for a dorm online at <http://floridastatefirecollege.org>

Important notes:

- ✓ **You are not required to log in to the online registration system to make a dormitory reservation.**
 - You will need to make sure you have a student profile on the system and have your Student ID # available to make a reservation. If you need to create a student profile or not sure if you currently have a student profile, follow the steps on the FCDICE Student Login tutorial. There is also an option to make a dormitory reservation during the class registration process, see the Registration information.
 - ✓ Once you begin the dormitory reservation process and elect not to complete the payment transaction, the system will not allow you to pay at a later date. You will need to call Student Services at 352-369-2800 to assist you with completing your reservation.
 - ✓ If you do not pay at the time of registration your reservation is not guaranteed until payment is received.
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- Select "Make a Reservation" from the menu
 - Select your dates of stay
 - Enter your student ID (Do not enter anything for Instructor ID)
 - Enter your last name
 - Select Search. Your name will populate
 - Select the appropriate box: Attend A Class, Take an Examination, Etc...
 - Select OK
 - Verify emergency contact information
 - Select Continue
 - Complete payment information with Credit Card (MasterCard or Visa)
 - Select Continue
 - Select Done

How to: Register by submitting a class and dormitory registration form.

- Complete a Course and Dormitory Registration form located on the Forms Page
- Mail completed form along with a check or money order payable to the Florida Department of Financial Services or Purchase Order. Mail to:

Florida State Fire College
ATTN: Registration
11655 NW Gainesville Rd.
Ocala, FL 34482.

- **Sunday arrivals must check-in with security. Dorm rooms can be accessed through an entry keypad. The entry code will be the last four digits of your social security number plus the pound sign. (_ _ _ _ #)**
- **Students need to bring their own towels and toiletries.**
- **Check-out is mandatory by noon of the last day of class.**

Amenities in Each Dorm Room:

- ❖ *Bathroom*
- ❖ *Twin bed and bed sheets*
- ❖ *Dresser*
- ❖ *Desk & chair*

Items You Should Bring:

- ❖ *Blanket, towel, wash cloth*
- ❖ *Alarm clock*
- ❖ *Personal toiletries*

There are two student lounges available which include Cable TV's and microwaves.

No pets are permitted on campus or in the dorms with the exception of certified service dogs. Quiet hours in the dormitories are 10 p.m. through 7 a.m. Curfew for Minimum Standard students is 11:30 p.m. Those who violate the campus quiet hours policy are subject to dismissal from campus. Dormitory residents are responsible for reading and complying with all posted dormitory regulations.