



Revised: 10/21/2021

**Department of Financial Services
Division of State Fire Marshal
Bureau of Fire Standards and Training**

**Course-to-Course Equivalency Worksheet
Private Fire Protection Systems II
BFST2541**

Applicant Name:	FCDICE Number:
Email:	Date:

Applicants who wish to request a Course-to-Course Equivalency shall complete the following worksheet and attach the following information in the order that it appears on this list.

Please note that BFST will not evaluate a Course-to-Course Equivalency Request until ALL the required information has been submitted.

Items Required for a Course-To-Course Equivalency Determination	√ When Attached / Completed
1. Create an email addressed to FireCollegeTraining@MyFloridaCFO.com	
2. Please note that there shall be only one Course-to-Course Equivalency Request per email. Requests for multiple Course-to-Course Equivalency Evaluations shall each be submitted individually in separate emails.	
3. The subject of the email shall be "Course-to-Course Equivalency Request."	
4. Attach an educational syllabus or agenda for the class that includes: <ul style="list-style-type: none"> a. The name and course number of the course that was completed. b. The name of the institution that sponsored the course. c. The contact information for the instructor. d. The required number of classroom or interactive hours for the course. e. A description of the course objectives, student learning outcomes, or job performance requirements covered in the course. 	
5. Attach a verifiable transcript or record from the educational institution that shows proof of successful course completion.	
6. Attach this completed Course-to-Course Equivalency Worksheet that details how each of the Job Performance Requirements of the BFST-Approved Course were satisfied by the course for which equivalency is being requested.	



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FESHE & NFPA JPR's	Job Performance Requirement	How was the JPR satisfied by the Course for which Equivalency is Requested?
NFPA 1031 (2014 Edition) 3.3.20.1	Fire Protection Systems. Systems, devices, and equipment used to detect a fire and its by-products, actuate an alarm, or suppress or control a fire and its by-products, or any combination thereof.	
4.5.1		
4.5.2	Identify construction, alarm, detection, and suppression features that contribute to or prevent the spread of fire, heat, and smoke throughout the building or from one building to another, given an occupancy, and the policies and forms of the AHJ so that a pre-incident plan for any of the following occupancies is developed: (1) Public assembly (2) Educational (3) Institutional (4) Residential (5) Business (6) Industrial (7) Manufacturing (8) Storage (9) Mercantile (10) Special properties	
4.2.1	Prepare inspection reports, given agency policy and procedures, and observations from an assigned field inspection, so that the report is clear and concise and reflects the findings of the inspection in accordance with the applicable	



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	codes and standards and the policies of the jurisdiction.	
4.2.5*	Identify the applicable code or standard, given a fire protection, fire prevention, or life safety issue, so that the applicable document, edition, and section are referenced.	
4.3.1	Identify the occupancy classification of a single-use occupancy, given a description of the occupancy and its use, so that the classification is made according to the applicable codes and standards.	
4.3.5*	Determine the operational readiness of existing fixed fire suppression systems, given test documentation and field observations, so that the systems are in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.	
4.3.6*	Determine the operational readiness of existing fire detection and alarm systems, given test documentation and field observations, so that the systems are in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.	
4.3.7*	Determine the operational readiness of existing portable fire extinguishers, given field	



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	observations and test documentation, so that the equipment is in an operational state, maintenance is documented, and deficiencies are identified, documented, and reported in accordance with the policies of the jurisdiction.	
4.3.9	Compare an approved plan to an existing fire protection system, given approved plans and field observations, so that any modifications to the system are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.	
4.3.15*	Determine code compliance, given the codes, standards, and policies of the jurisdiction and a fire protection issue, so that the applicable codes, standards, and policies are identified and compliance is determined.	
4.3.16	4.3.16 Verify fire flows for a site, given fire flow test results and water supply data, so that required fire flows are in accordance with applicable codes and standards and deficiencies are identified, documented, and reported in accordance with the applicable codes and standards and the policies of the jurisdiction.	
4.5.1	Describe the procedures of the authority having jurisdiction (AHJ) for conducting fire inspections, given any of the following occupancies, so that all hazards,	



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	including hazardous materials, are identified, approved forms are completed, and approved action is initiated: (1) Assembly (2) Educational (3) Health care (4) Detention and correctional (5) Residential (6) Mercantile (7) Business (8) Industrial (9) Storage (10) Unusual structures (11) Mixed occupancies	
5.3.4*	5.3.4* Evaluate fire protection systems and equipment provided for life safety and property protection, given field observations of the facility and documentation, the hazards protected, and the system specifications, so that the fire protection systems provided are approved for the occupancy or hazard being protected.	