



INDIANA FIRE AND EMERGENCY SERVICE INSTRUCTOR – RECERTIFICATION FORM

This form is intended to be submitted electronically to the Academy during the renewal process.

To maintain certification, the candidate shall accrue a minimum of sixteen (16) hours of continuing education consisting of at least:

Twelve (12) hours of teaching classes in public safety and emergency response;

four (4) hours of attendance at classes in training in adult education; that shall be reported on a form approved by the training division every two (2) years.

655 IAC 4-3-43 Fire and Emergency Services Instructor I

Sec. 43. (c) This certification expires two (2) years after the date of its issuance unless it is renewed prior to expiration.

(d) To be eligible to renew this certification, an individual must comply with the: (1) continuing education requirements; and (2) certification renewal request submission requirements described in this article.

655 IAC 4-3-44 Fire and Emergency Services Instructor II

Sec. 44. (c) This certification expires two (2) years after the date of its issuance unless it is renewed prior to expiration.

(d) To be eligible to renew this certification, an individual must comply with the: (1) continuing education requirements; and (2) certification renewal request submission requirements described in this article. (e) Renewal of this certification shall automatically renew the individual’s prerequisite certification in Instructor I or Fire and Emergency Services Instructor I.

655 IAC 4-3-45 Fire and Emergency Services Instructor III

Sec. 45. (c) This certification expires two (2) years after the date of its issuance unless it is renewed prior to expiration.

(d) To be eligible to renew this certification, an individual must comply with the: (1) continuing education requirements; and (2) certification renewal request submission requirements described in this article. (e) Renewal of this certification shall automatically renew the individual’s prerequisite certifications in Instructor I and II or Fire and Emergency Services Instructor I and II.

Legal Name				PSID	
Street Address					
City		State		ZIP Code	
Email Address					

Identify continuing education related to how to teach during the 2-year certification period.

Adult Continuing Education Subject	Instructor Name	Hours	Date



Identify instructional activity during the 2-year certification period.				
Teaching Experience	Identify Subject-Topic Taught	Location	Hours	Date

Applicant Name		Date	
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Qualified Adult Continuing Education Topics
A course or part of a course that instructs the Instructor on

- basic coaching and motivational techniques used in an instructional situation
- adaptation of lesson plans or materials to specific instructional situations
- learning styles of students and how instructor could adapt teaching styles
- types of learning disabilities and methods for dealing with them
- methods of dealing with disruptive and unsafe behavior
- communication skills necessary to be an effective Instructor
- how to provide evaluation feedback to students, given evaluation data, so that the feedback is timely, specific enough for the student to make efforts to modify behavior, objective, clear, and relevant; include suggestions based on the data
- use and limitations of teaching methods and techniques
- how to supervise other instructors and students during training, given a training scenario with increased hazard exposure, so that applicable safety standards and practices are followed, and instructional goals are met
- development of student evaluation instruments to support instruction and the evaluation of test results
- conducting a needs assessment for an organization, an individual or set of students
- nonverbal communication practices in the classroom and drill ground