

New Jersey Weekend

May 30-31, 2026

(Check in May 29)

at the

National Fire Academy

PRESENTED BY:

**New Jersey Department of Community Affairs,
New Jersey Division of Fire Safety and Kean University**



Program Overview & Registration

The New Jersey Department of Community Affairs, the New Jersey Division of Fire Safety, and the National Fire Academy announce the New Jersey State Weekend Program at the National Fire Academy. This year's attendees will have the opportunity to choose between seven (7) two-day courses. The courses are open to the target audience of Fire, EMS, Company and Chief Level Officers.

This program is cost-shared between the participant and the National Fire Academy. The National Fire Academy provides housing, classrooms, faculty and materials at no cost. The fee paid by the applicant covers three (3) meals on Saturday (May 30, 2026) and two (2) on Sunday (May 31, 2026) for the cost of \$90.

Payment must be included with the completed addendum form on pages 16-17. A separate check must be included with each addendum. Checks must be made payable to "Kean University".

NFA Course Registration

The National Fire Academy has transitioned to an online admissions system. Students MUST apply at;

<https://training.fema.gov/generaladmissionsapplication/staticforms/startapplication.aspx>

Students must use invitation code **NJW26** to view and register classes offered for the weekend.

Applicants will receive an automated acknowledgment notification when their application is approved.

The link to the NFA online application will also be available online at www.keanfiresafety.com for your convenience.

Homeland Security/FEMA SID Number (REQUIRED FOR PARTICIPATION)

New administrative procedures implemented by the U.S. Department of Homeland Security/FEMA require that all students must obtain a FEMA Student Identification (SID) Number to attend any courses on campus, or receive credit through State delivery systems. The purpose is to remove the Social Security Number from their computer systems to safeguard sensitive data from being hacked within the Federal computer systems.

* REAL ID (REQUIRED)

The REAL ID Act, passed by Congress in 2005, enacted the 9/11 Commission's recommendation that the Federal Government "set standards for the issuance of sources of identification, such as driver's licenses and identification cards." The Act and implementing

regulations establish minimum security standards for license issuance and production and prohibit federal agencies from accepting for certain official purposes noncompliant driver's licenses and identification cards.

The official purposes covered by the Act and regulation are:

- Accessing certain federal facilities;
- Boarding Federally regulated commercial aircraft; and
- Entering nuclear power plants.

Secure driver's licenses and identification documents are a vital component of our national security framework. DHS/TSA is committed to enforcing the REAL ID Act, therefore, beginning May 15, 2025, anyone 18 years and older that plans to fly domestically or visit certain Federal facilities will need a REAL ID or another acceptable form of identification. The Act's prohibitions do not affect other uses of driver's licenses or identification cards unrelated to official purposes as defined in the Act.

For more information, please contact the REAL ID Program Office at TSA-ContactCenter@tsa.dhs.gov.

REAL ID WILL BE REQUIRED TO ENTER THE NATIONAL FIRE ACADEMY FOR NEW JERSEY WEEKEND 2026.

Application Deadline

Students will need to obtain this number prior to submitting their 2026 NJ Weekend application to Kean University. This requirement will be enforced by DFS upon all who attend the NJ Weekend, and on all outreach program deliveries conducted in New Jersey. Failure to place the FEMA student ID number on the General Admissions Application will result in your application being returned, no exceptions will be made.

The last date for receipt of postmarked applications is May 1, 2026. No applications will be accepted after this deadline. Telephone reservation requests or faxed applications are not accepted. Applications that are incomplete or do not have the proper form of payment will be returned and must be resubmitted. Applicants will receive notice of application receipt via email. All correspondence will be via email so it is the responsibility of the applicant to provide a correct email address in order to receive such correspondence. If you need to withdraw from this program, you must notify Kean University at 908-737-3060 and/or kgrant@exchange.kean.edu and dkierych@kean.edu.

THE LAST DAY TO CANCEL REGISTRATION AND RECEIVE A REFUND IS MAY 15, 2026.
Substitution of an applicant will not be permitted when someone withdraws.

Admission Criteria

Applications will be considered on a first-come, first-served basis, provided the applicant has a minimum of three years' experience as a first responder and meets the National Fire Academy Student Selection Criteria listed for the course selected. The National Fire Academy can only provide accommodations for qualified students. Therefore, in order to diversify the group of attendees at this event, the New Jersey Division of Fire Safety requests that no more than six

individuals from any one organization submit an application. No more than two members from the same fire department will be permitted into the same class. Acceptance notices will be emailed. It is the responsibility of the applicant to provide a correct email address in order to receive correspondence.

Professional Conduct

Each individual has the personal responsibility to exhibit professional conduct while on the National Fire Academy campus and in the neighboring community. The New Jersey Division of Fire Safety has the responsibility and authority to monitor, and along with campus security, to take necessary action to correct unprofessional conduct. Any person that has sanctions taken against them will be reported to their agency chief. Serious infractions will cause the attendee to be sent home immediately and will result in the individual being banned from attending the New Jersey Weekend for two (2) years.

If you submitted an application for New Jersey Weekend and cannot attend, you must notify Kean University at 908-737-3060 or via e-mail at kgrant@exchange.kean.edu and dkierych@kean.edu. Failure to do so will result in you being banned from attending NFA courses for two years. The only exception to this policy will be cases of emergency which must be coordinated through New Jersey Weekend staff.

Check-In

Registration takes place on Friday, May 29, 2026 beginning at 4:00 p.m., in the lobby of Building C. Upon arrival, you must report to the National Fire Academy's check-in desk to obtain room assignments, key card, your meal ticket, and a name tag, which must be kept with you at all times. Photo identification is required to be admitted through the main gate of the NFA and to be admitted to check-in at the guest service table for registration. If you drove a vehicle, you will be required to submit your vehicle's tag number and park in the assigned parking lot. Security personnel at the gate may search your bag, car or clothing. In order to avoid a delay in the registration process, please have this information readily available. You must also register at the New Jersey Division of Fire Safety's table in the lobby of Building C.

Room Assignments

All lodging rooms are non-smoking and are randomly assigned by the National Fire Academy Admissions Office. Due to the random assignments of rooms, classmates may not be lodged together. Students may be lodged a distance from the registration building; for this reason we recommend luggage with wheels. The exchanging of rooms is not permitted. The reason for this is to maintain accountability. Dormitory Room Amenities include twin bed, linens, towels, private bathroom, TV and clock radio, refrigerator and telephone with voice mail.

Campus Security Regulations

The NFA is a federal facility. Due to increased security precautions, students should bring two photo identifications to campus. Please have them with you; not in your luggage. If you do not have the photo ID's, you will not be permitted on campus. Due to heightened security requirements, security and law enforcement personnel may search you, your vehicle or your luggage. Alcohol is not allowed in lodging rooms or vehicles and will be confiscated. For your

own protection, and to expedite your processing into the National Emergency Training Center, do not bring weapons of any kind to campus. Maryland law is very narrow in its definition of Law Enforcement Officers who may carry firearms.

Parking

Participants must register their vehicle with the National Fire Academy upon arrival at 'C' Building, so have your license tag number with you, when you register. The National Fire Academy's staff will direct you on where you may park your vehicle. Please do not park in faculty/staff parking areas or other restricted zones. Refer to the campus map, which is available at the National Fire Academy's registration desk. The payment of parking tickets received is the sole responsibility of the student.

NFA Telephone Numbers

If you need to be contacted while at the NFA, you may use the incoming campus telephone number 301-447-1048 for messages. The number is operational 24 hours a day.

Dress Code

It is each student's responsibility to use good judgment in selecting attire that projects a professional image and that is appropriate for both climate differences and classroom activities. The staff of the New Jersey Division of Fire Safety and the National Fire Academy will determine if a student's attire is inappropriate. Students whose attire is determined to be inappropriate will be required to change into more appropriate clothing before being allowed to participate in class. Shorts, sleeveless shirts, ball caps, open-toe sandals, thongs, etc., are not permitted in classrooms, the auditorium, or the dining hall. Shorts, t-shirts and athletic attire may be worn after classes have been completed for the day. Bathing suits/trunks are not permitted outside the pool area.

Acceptable Attire for Classroom Settings

Males: Shirts with collars (T-shirts, including departmental T-shirts are not acceptable), slacks, nice jeans, departmental uniforms, shoes and socks.

Females: Dresses, blouses, (T-shirts including departmental T-shirts are not acceptable), slacks, capris, nice jeans, skirts, skorts; departmental uniforms, and shoes. Dresses, skirts/skorts should be no higher than one inch above the knee (no miniskirts).

New Jersey's Two-Day Program

The New Jersey Two-Day Program is provided by the National Fire Academy to allow attendance at the Emmitsburg, Maryland campus for students who cannot attend the one or two week residential programs. While on campus for this program, students should take advantage of the facilities and the various resources that are available to them.

Learning Resource Center, Building N

The Learning Resource Center (LRC) provides current information and resources on fire and emergency management subjects. It has a collection of more than 100,000 books, reports, periodicals, and audiovisual materials, which you may find useful to you or your agency. We recommend that you visit the Learning Resource Center to see how it can assist you back at home. The center's hours are: Friday: 8:30 a.m. - 5:00 p.m., Saturday: 4:00 p.m. - 8:00 p.m., and Sunday: 12:00 p.m. - 4:00 p.m. If you would like further information on this center, you may visit their website at www.usfa.fema.gov/library or contact them at 800-638-1821 or 301-447-1030.

Dining Hall and Log Cabin

Use your meal ticket on Saturday and Sunday to have breakfast and lunch in the on-campus dining hall. Meals are provided buffet style during the following times: Breakfast: 6:45 a.m. - 9:30 a.m., Lunch: 11:30 a.m. - 1:00 p.m. and Saturday evening's meal: 6:00 p.m. at the log cabin or student center. The log cabin overlooks peaceful Tom's Creek.

Athletic Facilities Building H

After classes, a fully equipped gymnasium, weight room, and an indoor swimming pool are available for your use at the Athletic Facility Building. The exercise room and swimming pool hours are: Friday evening: 4:00 p.m. - 8:30 p.m., Saturday and Sunday: 7:00 a.m. until 1:00 p.m., and Saturday evening: 3:30 p.m. - 8:00 p.m. Athletic equipment is available for check-out at this location. This includes softball, golf, basketball and volleyball equipment as well as bicycles and helmets. Bathing suits/trunks are not permitted outside the pool area.

Student Center and Command Post Pub

The Student Center provides a large screen television and billiards. Soda, beer, and wine are served at the Command Post Pub, which is located in the Student Center. The Pub is open on Friday and Saturday from 4:30 p.m. - 12:00 a.m.

O'Leary's Emporium Gift Shop, Building D

O'Leary's Emporium is a convenience store and gift shop that is located in the basement of Building D. It provides quality merchandise and souvenirs for visiting firefighters and emergency management specialists. Hours: Friday 8:30 a.m. - 8:00 p.m., Saturday 10:00 a.m. - 8:00 p.m., Sunday 11:30 a.m. - 9:00 p.m. Please note: Hours subject to change.

Eligibility to Attend Courses

To take a National Fire Academy course, applicants must meet the selection criteria and prerequisites specified for each course. Disregard of the specified course requirements results in an audience mix that is difficult for the instructor, and leads to frustration on the part of those students who meet the target audience criteria. Participants may not take the same course at the National Fire Academy more than once.

Class Attendance and Conduct

You are to report to the class that is listed on the Confirmation Notice that was emailed to you by Kean University. Your assigned course is one of the three course selections that you identified on your application or has been assigned to you by the New Jersey Division of Fire Safety. The National Fire Academy's Program Manager prohibits you from switching classes because the rosters and course certificates are prepared in advance. If you have a valid reason for needing to switch classes, you must receive approval from the New Jersey Program Coordinator before the start of class on Saturday. In order to receive a Certificate from the National Fire Academy and Continuing Education Credits from the New Jersey Division of Fire Safety, you must attend and participate in the two-day class sessions from start of class until conclusion. The class schedules are: Saturday 8:00 a.m. - 5:00 p.m. and Sunday 8:00 a.m. - 3:00 p.m. Students, instructors, and staff are expected to treat each other with respect at all times. Inappropriate behavior will not be tolerated and may result in removal from campus. End of course exams must be passed with a score of 70% or higher to receive credit for each course delivery.



The National Firefighters Memorial

Conceived as a tribute to America's fire service, the National Fallen Firefighters Memorial is one of this country's most beautiful monuments to courage and unselfish service. Constructed in 1981 on the campus of the National Fire Academy in Emmitsburg, Maryland, the Memorial was officially designated by Congress as the National Memorial to career and volunteer fallen firefighters in 1990. It is a symbol of honor for those who carry on the tradition of service to their communities.



New Jersey Memorial Service

On Saturday, May 30, 2026 after courses have concluded for the day, the Division of Fire Safety invites the students attending the NJ Weekend to gather in front of the The National Firefighters Memorial (weather permitting) to honor those New Jersey firefighters who have died in the line of duty in 2025. There will be a brief service which includes the identification of the firefighters and ringing of the ceremonial bell. The service is expected to last approximately 20 minutes.

* Students are not required to wear their Class-A uniforms. Normal classroom dress attire is acceptable. Proper attire required.

Program Course Offerings

Award of CEU's: Each course delivered through the National Fire Academy (NFA) State Weekend is a two-day program of instruction and will receive from the New Jersey Division of Fire Safety 1.0 CEU's (Technical) towards renewal of a NJ State Fire Instructor certification.

Attendance Criteria: Student's must attend the full two-days of course instruction, and successfully complete assigned Prerequisite and Post-Course Requirements to receive credit. Where an exam is administered in a course, the student must obtain a grade of 70 or higher to pass the course.

W0376: Incident Command System and Resource Management for the Fire Service

This 2-day course will provide students with an understanding of the Incident Command System (ICS) and resource management for the fire service and their application in both emergency and nonemergency situations.

This course addresses the need for an ICS, an overview of the structure and flexibility of ICS, an understanding of the command skills necessary to function effectively in an ICS structure, and the need to effectively manage your resources.

This course meets the requirements of ICS-100 and ICS-200.

Pre-requisites

ICS-100-level (Q0462) and ICS-200-level (Q0463) training, available through NFA Online. Chief's signature attests that the applicant has completed this required training.

W0455: Strategy and Tactics for Initial Company Operations

This 2-day course is designed to meet the needs of Company Officers (COs) responsible for managing the operations of 1 or more companies during structural firefighting operations. This course is designed to develop the management skills needed by COs to accomplish assigned tactics at structure fires.

Pre-requisites

ICS-100-level (Q0462) and ICS-200-level (Q0463) training, available through NFA Online. Chief's signature attests that the applicant has completed this required training.

W0521: Executive Skills Series: Exercising Leadership to Facilitate Adaptive Change

This 2-day course is to provide skills that individuals in positions of authority can use to exercise leadership when confronted with adaptive challenges. The goal of this course is for participants to develop an understanding of skills associated with exercising leadership to resolve adaptive problems — those problems where the solution is either unknown or requires significant change, or both.

Pre-requisites

ICS-100-level (Q0462) and ICS-200-level (Q0463) training, available through NFA Online. Chief's signature attests that the applicant has completed this required training.

W0610: Wildland Urban Interface Firefighting for Structural Company Officers

This 2-day course identifies operational activities and safety concerns for structural Company Officers (COs) assigned to a wildland urban interface (WUI) incident.

Topics covered include:

- Introduction to WUI firefighting.
- Interface environment.
- Wildland fire behavior.
- Command and control issues of WUI firefighting.
- Tactics

Pre-requisites

ICS-100-level (Q0462) and ICS-200-level (Q0463) training, available through NFA Online. Chief's signature attests that the applicant has completed this required training.

W0636: Building Organizational Support for Community Risk Reduction

This 2-day course is designed to help fire and emergency services learn what community risk reduction is and how to build organizational support for it. This course will address the challenges that fire departments face in shifting their priorities from response to prevention. In many departments, community risk reduction is still considered a low priority. This course will show you how community risk reduction can help you and your department become more of a community player in times of decreased budgets.

This course includes 3 units of instruction:

- Unit 1: Components of Community Risk Reduction.
- Unit 2: Community Risk Reduction as a Service Priority.
- Unit 3: Building Organizational Support for Community Risk Reduction.
- At the end of this course, students will be evaluated through a 25-question, multiple-choice examination. A final grade will be provided to each student. The minimum score needed to pass is 70.

Pre-requisites

ICS-100-level (Q0462) and ICS-200-level (Q0463) training, available through NFA Online. Chief's signature attests that the applicant has completed this required training.

W0756: Fire Investigation: Fire as a Weapon

This course was developed to aid first responders in understanding and recognizing how fire can be used as a weapon against people and/or property. This course should also help first responders and investigators understand why a person would choose to use fire as a weapon, as well as creating awareness of the types of information fire investigators may need from fire and emergency services personnel.

Prerequisites

ICS-100-level (Q0462) and ICS-200-level (Q0463) training, available through NFA Online. Chief's signature attests that the applicant has completed this required training.

**State of New Jersey Department of
Community Affairs Division of Fire Safety**

New Jersey Weekend at the National Fire Academy
Application Addendum

(Page 1 of 2)

The information provided on this form will assist the New Jersey Weekend coordinator in processing your application. If you fail to complete, the addendum and check will be returned to you. If you need additional information or assistance please contact the office at 908-737-3060.

First and Last Name: _____

NJ Division of Fire Safety ID Number *(REQUIRED)*: _____

FEMA Student Identification Number (SID) *(REQUIRED)*: _____

Email *(REQUIRED)*: _____

Cell Phone *(REQUIRED)*: _____

Work Phone *(REQUIRED)*: _____

Home Mailing Address: _____

City: _____ State: _____ Zip: _____

Fire Department/Government Agency: _____

Current Rank/Position: _____

Years in Current Rank/Position: _____

Highest Rank Achieved: _____

Please check all boxes that apply to your highest rank achieved:

☐ Fire Officer ☐ Fire Chief Deputy ☐ Fire Chief Assistant

☐ Fire Chief Battalion ☐ Fire Chief ☐ FD Captain ☐ FD Lieutenant

☐ Firefighter ☐ EMS ☐ Training Officer

State of New Jersey Department of Community Affairs
Division of Fire Safety

New Jersey Weekend at the National Fire Academy
Application Addendum

(Page 2 of 2)

Do you hold the following certifications? ICS 100, ICS 200 ☐ YES ☐ NO

First Choice Course Title: _____

First Choice Number: _____

Second Choice Course Title: _____

Second Choice Number: _____

Third Choice Course Title: _____

Third Choice Number: _____

*Please be aware that when you apply online at the NFA website, enter ONLY your First choice class. Second and third choice classes are only applicable if the desired course you choose is unavailable, in the event this happens the New Jersey Division of Fire Safety will make the course placement based on your selection. Do not apply for more than one (1) course online. Duplicate applications be rejected in the NFA system.

Applicant Signature **(REQUIRED)**: _____ Date **(REQUIRED)**: _____

Chief/Director Signature **(REQUIRED)**: _____

Title **(REQUIRED)**: _____ Date **(REQUIRED)**: _____

The New Jersey Division of Fire Safety will not process any applications, which are not completely filled out. If any part of the application is left blank, your application and check will be returned to you. Therefore, before mailing in your application check the list below to ensure your application is complete.

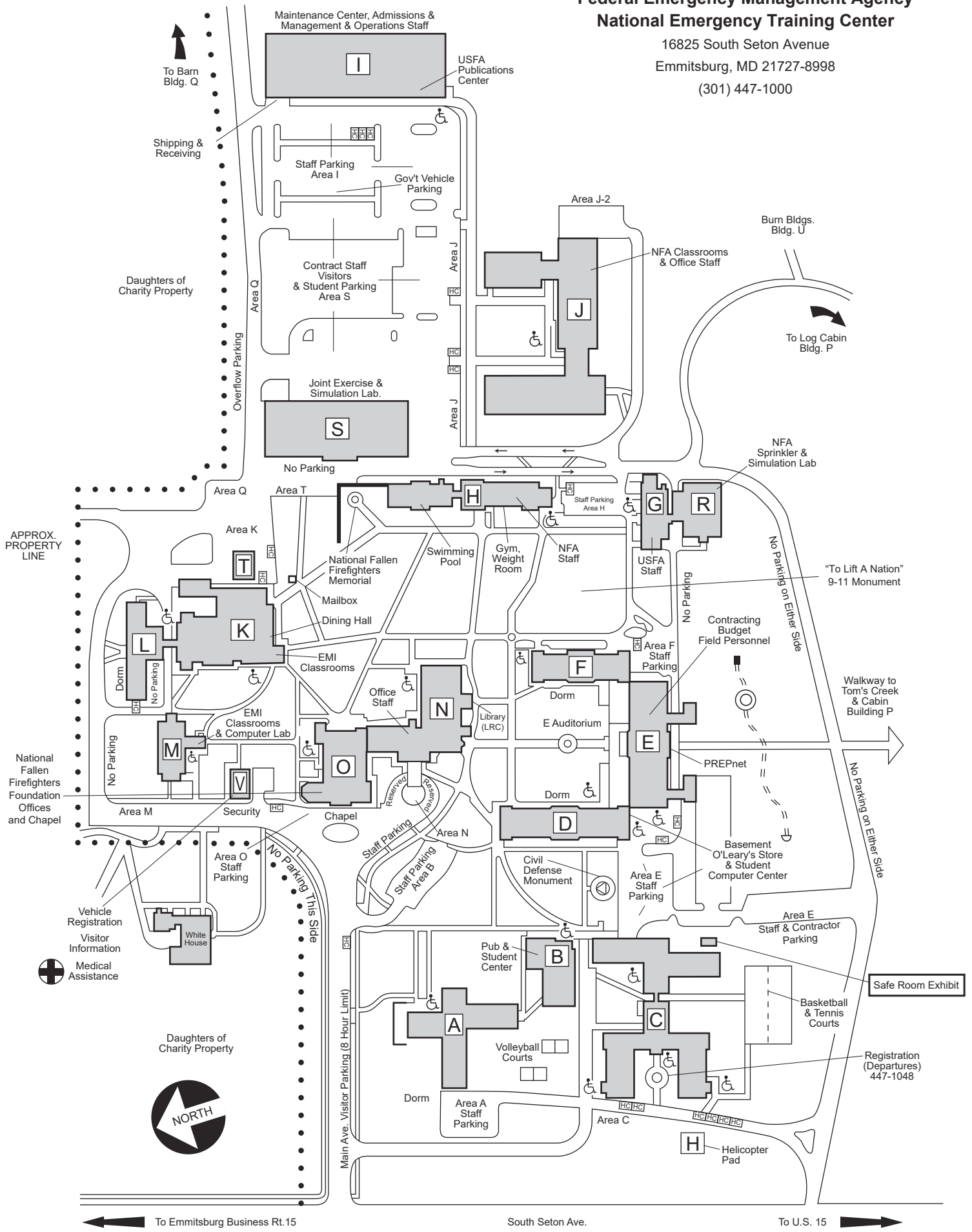
- Signed and Date Addendum Application
- Chief/Director approved by signing his/her name and printed his/her name, title and date.
- Enclose an individual check or money order payable to "Kean University" in the amount of **\$90**

No vouchers or purchase orders will be accepted.

MAIL CHECK AND COMPLETED ADDENDUM APPLICATION TO:
KEAN UNIVERSITY
FIRE SAFETY TRAINING PROGRAM - L145
1000 MORRIS AVENUE UNION, NJ 07083
ATTENTION: NJ Weekend – Karen Grant

**Federal Emergency Management Agency
National Emergency Training Center**

16825 South Seton Avenue
Emmitsburg, MD 21727-8998
(301) 447-1000



Directions to the National Fire Academy at the National Emergency Training Center

16825 South Seton Avenue
Emmitsburg, Maryland 21727-8998

From Northern New Jersey:

Take Garden State Parkway South and Exit onto I-78 West. Follow I-78 West across NJ and PA to junction of I-81. Follow I-81 South (toward Harrisburg) and exit at I-83 South. Follow I-83 South to I-283 South. Take I-283 South to the PA Turnpike West (toward Pittsburgh). Follow the PA Turnpike to Exit 236, US 15 South (toward Gettysburg). Follow US 15 South to Emmitsburg. Turn right off Route 15 to South Seton Avenue. (2nd right onto campus - tree-lined drive)

Alternate Route: Take NJ Turnpike to PA Turnpike I-276 West toward Harrisburg. Continue on I-76 to Exit 236, US 15 South (toward Gettysburg). Take US 15 South to Emmitsburg. Turn right off Route 15 to South Seton Avenue.

From Southern New Jersey:

Take I-295 South to Delaware Memorial Bridge. After the bridge take I-95 South toward Baltimore to I-695 West (Baltimore Beltway) Take I-695 toward Towson to I-795 Northwest Expressway. Take Northwest Expressway to end and pick up MD 140 West toward Westminster; Stay on 140 West through Westminster and Taneytown to US 15 at Emmitsburg. Take US 15 South and turn left at 2nd traffic light in Emmitsburg to South Seton Avenue. (2nd right onto campus - tree-lined drive)

Alternate Route: Cross Ben Franklin or Walt Whitman Bridges to Philadelphia and take I-76 Schuylkill Expressway to Pa Turnpike at Valley Forge. Take Pa Turnpike West to Exit 236 (toward Gettysburg), Take US 15 South to Emmitsburg. Turn right off Route 15 to South Seton Avenue.

From Baltimore:

I-695 (Baltimore Beltway) to I-70 West (toward Frederick) to Route 15 North to Emmitsburg. Left turn off Route 15 to South Seton Avenue.

