



Dear Training Officer / Chief:

Luzerne County Community College's Public Safety Training Institute is pleased to announce the option of training packages for Fire, Rescue, and EMS companies/departments. With the development of these new packages, it allows LCCC training to be more affordable and allows us to better serve your department/company. The packages also allow you, as a customer, to customize training for your specific needs. Annual package fees shown are for calendar year 2023.

Basic Package:

1. Allows up to 200 hours of onsite training course held at your department/company's facility (applies to a rented or joint training grounds) per calendar year. **(Does not include resident programs, seminars, or certification tests)**
2. One (1) Hazmat Awareness and one (1) Hazmat Ops. Refresher class included in the package.
3. Course minimum and maximum student limits apply. If no minimum is outlined in course MSA, the minimum will be 10 students.
4. Package member must provide classroom and all practical facilities required for the course.
5. The student and/or their sponsoring agency is responsible for equipment, books, manuals, guides, apps, computer and or programs and other items requested for the course.
6. The package member organization is responsible for supplying and replacing expendable items. This includes any rental fees of equipment and or facilities needed for the course.
7. Package does not include Career Firefighter Academy.
8. Annual fee for Basic Package; \$1200 per calendar year

Intermediate Package:

1. Allows up to 200 hours of onsite training course held at your department/company's facility (applies to a rented or joint training grounds) per calendar year. **(Does not include resident programs or seminars)**
2. One (1) Hazmat Awareness and one (1) Hazmat Ops. Refresher class included in the package.
3. Course minimum and maximum student limits apply. If no minimum is outlined in course MSA, the minimum will be 10 students.
4. Package member must provide classroom and all practical facilities required for the course.
5. Package member must provide all equipment required for the course.
6. The student and/or their sponsoring agency is responsible for equipment, books, manuals, guides, apps, computer and or programs, and other items requested for the course.

7. The package member organization is responsible for supplying and replacing expendable items. This includes any rental fees of equipment and or facilities needed for the course.
8. Certification test held at Luzerne County test site #16 (PSTI) will be included in the Intermediate Package. This is based on a first-come first-admitted basis. Maximum number of candidates apply and will be posted in the test announcements. Preregistration for certification testing is a must (package members will be granted a period of early registration prior to accepting registration from non -members). All application paper work required by the Pa. State Fire Academy applies. Only applicants who submit all required documents will be given a spot on the test roster.
9. Department/company must provide a roster of current members.
10. Intermediate Package does not include Career Firefighter Academy.
11. Annual fee for Intermediate Package; \$2800 per calendar year.

Advanced Package:

1. Allows up to 200 hours of onsite training course held at your department/company's facility (applies to a rented or joint training grounds) per calendar year.
2. All resident courses are open to the members of the advanced package department/company with no additional cost. Preregistration is required. Roster filled on first-come first-served basis.
3. **If a member "no shows" for a resident class that member and contact person for the department/company will get a letter of warning. If it happens a second time the member will be removed from the departments roster for future classes.**
4. **If a single department/company has 5 (five) "no shows" to resident classes in one calendar year, that department will forfeit its right to attend any additional resident classes on the day of the fifth occurrence.**
5. Seminars will be offer at discounted prices to the members of departments/companies that purchase the Advanced Package.
6. One (1) Hazmat Awareness and one (1) Hazmat Ops. Refresher class included in the package.
7. Course minimum and maximum student limits apply. If no minimum is outlined in the course MSA, the minimum will be 10 students.
8. Package member must provide classroom and all practical facilities required for the course.
9. Package member must provide all equipment required for the course.
10. The student and/or their sponsoring agency is responsible equipment, books, manuals, guides, apps, computer and or programs, and other items requested for the course.
11. The package member organization is responsible for supplying and replacing expendable items. This includes any rental fees of equipment and or facilities needed for the course.
12. Certification test held at Luzerne County test site #16 (PSTI) will be included in this Advanced Package. This is based on first-come first-admitted basis. Maximum number of candidates apply and will be listed in the test announcements. Per registration for certification test is a must (package members will be granted a period of early registration prior to accepting registration from non -members). All application paper work required by the Pa. State Fire Academy applies.
13. Department/company must provide a roster of current members.
14. Advanced Package does not include Career Firefighter Academy.
15. Annual fee for Advanced Package; \$4000 per calendar year.

Traditional pay by the hour of class:

1. Rate for training is \$25.00 per hour of training as called for on the class MSA.
2. Payment must be received prior to the first day of class.
3. Ten (10) student minimum.
4. Minimum/maximum students is followed as outlined in the course MSA.
5. Department/company responsible for all cost including books, handouts, equipment, supplies, and rental fees.
6. Structural burn sessions do not qualify for this pricing.

Please contact us at 570-740-0637 with any questions or assistance in selecting the training package that is most appropriate for your department. Once selected, please complete the attached training contract and return it to us at:

**Luzerne County Community College
Public Safety Training Institute
1333 S. Prospect Street
Nanticoke, PA 18634-3899**

**E-mail: PublicSafety@luzerne.edu
Fax: 570-740-0664**

Thank you for your continued support and the trust you have placed in us. We look forward to working with you to provide quality and affordable training for all of our public safety partners.

Sincerely,

The PSTI Staff and Instructors.

Issued: July 2023



Luzerne County Community College Training Package Contract

Organization Information:

Department/Company _____

Attn: _____

Address: _____

City: _____

State: _____ Zip: _____ County: _____

Phone: _____

Fax: _____

E-Mail: _____

Primary Contact: _____

Luzerne County Community College
Public Safety Training Institute
1333 S. Prospect Street
Nanticoke, PA 18634

570-740-0637
800-377-LCCC x 637
Fax: 570-740-0664

Package Selection

The above Agency or Department authorizes this contract with Luzerne County Community College to enroll in the Training Package Program option as indicated below:

_____ Pay by the Program	Payment must be received 10 business days prior to the start of class
_____ Basic Package	\$1,200.00 per calendar year, per organization
_____ Intermediate Package	\$2,800.00 per calendar year, per organization
_____ Advanced package	\$4,000.00 per calendar year, per organization

By signing below you agree to the terms and conditions set forth in the Training Package Program for the option you selected. The Department/company must provide a roster of current members along with the Training Package Contract.

Authorized Officer's Name: _____ Title: _____

Authorized Officer's Signature: _____ Date: _____

Training Package Program contracts are valid from January 1 through December 31, 2023.