

Texas Fire Academy Waiting List Policy

You are signing up for a registration waiting list at Texas Fire Academy. You are required to provide the completed and signed Course Application, signed Waiting List Policy, signed Refund Policy, and the full deposit for the class.

As seats become available we will attempt contact with the next person or persons on the waiting list by email, cell phone and text message using the contact information you have provided. You will have until 3:00 p.m. on the next business day to respond to the contact **and begin completing registration**. If you have failed to respond you will lose your place on the waiting list and forfeit \$100.00 of your deposit as an administrative fee. The balance of your deposit will be refunded.

If a seat does not come available you will be refunded the full deposit.

This policy supersedes the Texas Fire Academy Refund Policy for all matters pertaining to the Waiting List. The Refund Policy will take effect when you have been assigned a seat in the class.

I have read and I understand the Waiting List Policy.

Signature

Print Name

Date