

NFA Transcript Request

Instructions from the NFA website: Upon written request from the student, the NETC Office of Admissions will provide transcripts to students and educational institutions at no cost to the student. Please include the following information in your request:

- Your full name
- Home mailing address
- Telephone number where you can be reached during the day
- Social Security Number
- Name and address of the college/university to which you want the transcript sent (if applicable)
- Your signature

Mail or fax your request to:

National Emergency Training Center
ATTN: Admissions, Building I, Room 216
16825 S. Seton Avenue
Emmitsburg, MD 21727-8998
FAX: (301) 447-1441

Special Notice to Requestor

NETC, including the National Fire Academy (NFA) and the Emergency Management Institute (EMI), may not maintain course records on classes that you attended, whether sponsored by your department or another organization, in which you received a "Certificate of Training" signed by someone in an organization other than an NETC faculty member. Courses such as these are generally referred to as "Hand-Off" courses. NETC does maintain training records on students who attended direct delivery classes and received a "Certificate of Attendance" signed by the NFA or EMI Superintendent.



U.S. Fire Administration, 16825 S. Seton Ave., Emmitsburg, MD 21727
(301) 447-1000 Fax: (301) 447-1346 Admissions Fax: (301) 447-1441