



MONMOUTH COUNTY FIRE ACADEMY

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LIMITED CAPACITY CLASS POLICY

Limited capacity classes fill fast and often have a long wait list. If you cannot make class, please call us prior to the start of the class so that we can call someone on the wait list.

We have had a good percentage of students who have signed up for these limited capacity classes and not shown up without notifying our office. This is a selfish act which denies someone from the waitlist a spot in the class.

In light of this, the academy will be implementing a new policy for limited capacity classes.

Failure to no-show on the first night of a limited capacity class without prior notification will result in the following:

*You will be pulled from the course and flagged for the next offering of the course:

-The next limited capacity course offering that you register for, you will automatically be placed on the wait list and will only be allowed in the class if it does not fill.

-Once you have been waitlisted for the next course offering, you will be taken out of the penalty box and be allowed to register for upcoming courses.

We understand that things come up. However, notifying us will allow us to do the right thing and call people on the wait list.

We don't love you any less, but we need these classes to be filled with people who will show up.

Thank you for your cooperation and understanding.

A handwritten signature in black ink, appearing to read "Anthony Avillo", written over a horizontal line.

Anthony Avillo
Deputy Fire Marshal / Academy Director
Monmouth County Fire Academy