

**COLUMBIA COUNTY**  
**OFFICE OF FIRE COORDINATOR**

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To: All Chiefs and Instructors  
From: James VanDeusen, Fire Coordinator  
Date: Oct. 11, 2010  
Re: New Policy – ( **Revised** )

**Students Preregistered for State taught courses:**

Students not attending first night will be penalized and not allowed to register for any other classes for 1 year.

This also applies to students not attending enough classes to get credit for make-ups.

The Company Chief will be notified immediately when their student does not attend.

- Exceptions:
1. Notification 1 week prior to class if not attending.
  2. Notification of Illness or any unusual circumstances.