



Course Application Form

Part 1 - Applicant/Course Information

Surname First Name Middle Initial Career

Phone Number Email Volunteer

Course Selection: _____

Part 2 - Fire Chief or Designate Information

Fire Department or Organization Contact Phone Number Ext. _____

Email Fax

By signing below, you agree and attest to the following:

1. That the Applicant has completed all Course pre-requisites. All documentation confirming the Applicant's successful completion of any requisites shall remain with the Applicant's Department and/or Organization. The Applicant and/or the Applicant's Department or Organization shall be solely responsible for providing any proof of successful pre-requisite completion to the OFC, upon request.

2. That the Applicant has completed all necessary waivers and has no known physical or mental disability, impairment or ailment preventing them from engaging in active or passive exercise that will be detrimental to heart, safety, comfort or physical condition by engaging in same.

3. The Applicant shall abide by Innisfil Fire and Rescue/Town of Innisfil policies, and protocols such as the Respectful Workplace Policy, Substance Abuse Policy, RTC Return to Play Protocol, and other applicable legislation in Ontario.

4. The Applicant's Department or Organization will be charged a Course Fee in addition to the OFC's non-refundable registration fee for each Applicant registered to attend the Course. Fire departments will be sent an invoice from the Town of Innisfil upon the course start date.

5. Cancellations received in excess of eight (8) weeks prior to the Course start date are eligible for a refund. Cancellations within eight (8) weeks of the Course start date are not eligible for full refund.

Name of Fire Chief/Manager or Designate

Signature of Fire Chief/ Manager or Designate

Assumption of Risk and Waiver of Liability

PLEASE READ CAREFULLY. THIS DOCUMENT AFFECTS YOUR FUTURE LEGAL RIGHTS.

I understand that this Assumption of Risk and Waiver of Liability Agreement is in addition to, and is not a substitute for, any other documentation or registration information that I might be required to execute by the Town of Innisfil in order to participate in the RTC Course.

By signing this agreement,

- I understand that the reaction of the heart, lung and blood vessel system to exercise cannot always be predicted with accuracy. I know there is a risk of certain abnormal changes occurring during or following exercise which may include abnormalities of blood pressure or heart attacks. Carrying heavy loads or engaging in heavy body calisthenics may lead to musculoskeletal strains, pain and injury if adequate warm-up, gradual progression, and safety procedures are not followed. I acknowledge the inherent risks of danger, injury and/or damage related to my participation in the RTC Course, including but not limited to illness, infection, injury or other damage related to strenuous activity, muscle strain/sprain, burns, etc. and voluntarily assume the risks that I may be exposed to same by participating in the RTC Course and that such illness, infection, injury and/or damage may result in personal injury, illness, permanent disability and death.
- I understand and warrant, release and agree that I am in good physical condition and that I have no disability, impairment or ailment preventing me from engaging in active or passive exercise that will be detrimental to heart, safety, comfort or physical condition if I engage or participate in the RTC Course.
- I have my personal physician's permission to engage in aerobic and/or anaerobic conditioning.
- I confirm that I have been provided with the Town's Policies, including CP.11.1.14 Respectful Workplace Policy, and CP.02.13 Substance Abuse Prevention Policy and that I am aware of applicable legislation and regulations.

I VOLUNTARILY AGREE, ON BEHALF OF MYSELF, ANY PERSONAL REPRESENTATIVES, ASSIGNS, HEIRS AND NEXT OF KIN, TO ASSUME ALL OF THE FOREGOING RISKS AND ACCEPT SOLE RESPONSIBILITY FOR ANY INJURY TO MYSELF (INCLUDING, BUT NOT LIMITED TO, PERSONAL INJURY, DISABILITY AND DEATH), ILLNESS, DAMAGE, LOSS, CLAIM, LIABILITY, OR EXPENSE, OF ANY KIND, THAT I MAY EXPERIENCE OR INCUR IN CONNECTION WITH MY ATTENDANCE AT THE TOWN FACILITY OR PROGRAM (hereinafter, "CLAIMS"). ON MY BEHALF, ANY PERSONAL REPRESENTATIVES, ASSIGNS, HEIRS AND NEXT OF KIN, I HEREBY RELEASE, COVENANT NOT TO SUE, DISCHARGE, AND HOLD HARMLESS THE CORPORATION OF THE TOWN OF INNISFIL, ITS ELECTED OFFICIALS, EMPLOYEES, AGENTS AND REPRESENTATIVES (hereinafter, collectively "THE TOWN), OF AND FROM THE CLAIMS, INCLUDING ALL LIABILITIES, CLAIMS, ACTIONS, DAMAGES, COSTS OR EXPENSES OF ANY KIND ARISING OUT OF OR RELATED THERETO.

I understand and agree that this Release includes any Claims based on the actions, omissions, or negligence of the Town, whether infection, injury or other damage occurs before, during, or after my attendance at the Town facility or participation in the RTC Course. I acknowledge that I am signing this agreement freely and voluntarily and intend my signature to be a waiver and complete and unconditional release of all liability due to the actions, omissions or negligence of the Town or, the inherent risks of attending the Town Facility or participating in the RTC Course.

Name

Date

Signature

Witness

“SCHEDULE A”

CANCELLATION SCHEDULE

Innisfil RTC Cancellation Policy Fee Schedule

The fire chief or designate should notify the Innisfil Regional Training Centre in writing by email at innisfilrtc@innisfil.ca as soon as you realize that your candidate will not be able to attend. **The Innisfil Regional Training Centre does not accept verbal cancellations.** The Ontario Fire College maintains an applicable cancellation policy and fee separate from the Innisfil Regional Training Centre, which is applicable to all IRTC learners/Fire Departments

Blended Courses	
Cancellation Received Date	Fee(s) Charged to applicant Fire Department
Greater than 8 weeks to the online start date	Administrative fee of \$50 will be invoiced
After redemption codes are issued	Full course fee will be invoiced

Ontario Fire College Fees and Cancellation Policy

OFC Registration Requirement(s)

In addition to the fees for courses charged by Regional Training Centres, fire departments will be invoiced quarterly the \$65.00 registration fee by the OFC for each student attending OFC courses held at Regional Training Centres. The registration fee is not charged for cancellations received at the OFC a minimum of eight weeks prior to the course start date.

Cancellation Policy

The fire chief or designate should notify the Office of the Registrar in writing by email at applyofc@ontario.ca as soon as you realize that your candidate will not be able to attend. The OFC does not accept verbal cancellations.

If you wish to send a substitute student, submit an e-application form with a note regarding the replacement before the online learning redemption codes are issued, for blended courses, or before the student attends the OFC for in person learning; please ensure that any substitute student has successfully completed the prerequisite requirements, if applicable, and that they have been given adequate time to complete course outline materials.

For cancellations received less than eight weeks before the start date (for blended programs, start date refers to the online portion start date) of the course or workshop, the registration fee will still apply and be invoiced to the fire department.