

## Flathouse, Mark

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**From:** netc-admissnotifications <netc-admissnotifications@fema.dhs.gov>  
**Sent:** Tuesday, August 19, 2014 7:00 AM  
**To:** Flathouse, Mark  
**Subject:** NFA Course Acceptance: R0306

Mark Virgil Flathouse

Dear Mr. Flathouse:

Congratulations, you have been accepted for the National Fire Academy class listed below:

- R0306: Executive Analysis of Fire Service Operations in Emergency Management
- 1/26/2015 To 2/6/2015

You should refer to the NETC Welcome Package at [http://www.usfa.fema.gov/downloads/pdf/netc\\_welcome\\_package.pdf](http://www.usfa.fema.gov/downloads/pdf/netc_welcome_package.pdf). This package contains pertinent information about making your travel arrangements, transportation, lodging, reimbursement, food service, and on campus services.

Your travel dates for this course are: January 25, 2015 and February 6, 2015.

You must contact the NETC Transportation Office at (301) 447-1113 at least 2 weeks prior to your course start date if you plan to use the shuttle to NETC. Failure to reserve a seat on the shuttle may result in your having to provide your own transportation to NETC which will be at your own expense.

Airport pickup times for this course are as follows:

- Baltimore/Washington International (BWI) pickup times: 03:00 PM and 07:00 PM (EST)
- Ronald Reagan National Airport (DCA) pickup times: 06:00 PM (EST)
- Dulles International Airport (IAD) pickup times: 05:00 PM (EST)

Please plan to arrive at least 1 hour before the shuttle pickup time stated above.

Campus departure times for this course are as follows:

- Departing for Baltimore/Washington International (BWI): 09:30 AM (EST)
- Departing for Ronald Reagan National Airport (DCA): 09:30 AM (EST)
- Departing for Dulles International Airport (IAD): 09:30 AM (EST)

On the return, you should make your flight 4 hours from the NETC departure time. This will allow 2 hours for transportation to the airport and another 2 hours for airport security.

Your course may have pre-course work that you must complete prior to your attendance at NFA. For additional acceptance information and to check for pre-course requirements, access the NFA website at: <http://www.usfa.dhs.gov/nfa/pre-course>.

Since you have been accepted into a class at NETC, lodging has been reserved for you for 1/25/2015 to 2/6/2015. Check-in time is any time after 2:00 p.m. on your travel day. If you do not need lodging on the NETC campus, please notify the NETC Housing Office at [FEMA-NETC-Housing@fema.dhs.gov](mailto:FEMA-NETC-Housing@fema.dhs.gov) upon receipt of this email. For further information regarding lodging, please refer to the NETC Welcome Package.

If you are unable to attend this course, please notify the NETC Admissions Office (in writing) prior to the course start date. If you have questions or need further information, please contact the Admissions Office at 301-447-1035 or at [NETCAdmissions@fema.dhs.gov](mailto:NETCAdmissions@fema.dhs.gov).

Jo Ann Boyd  
Admissions Specialist  
NETC Management Operations and Support Services