

**From:** [McDonald, Steven](#)  
**To:** [Redix, April](#)  
**Subject:** FW: NFA Course Acceptance: R0254  
**Date:** Friday, October 27, 2017 2:21:27 PM

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April,

Below is my NFA acceptance for February 2018.

Steven McDonald, IAAI-CFI, FIT  
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*“Let him who would move the world first move himself.” — Socrates*

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**From:** netc-admissnotifications [mailto:[netc-admissnotifications@fema.dhs.gov](mailto:netc-admissnotifications@fema.dhs.gov)]  
**Sent:** Monday, July 31, 2017 1:22 PM  
**To:** McDonald, Steven  
**Subject:** NFA Course Acceptance: R0254

DO NOT REPLY TO THIS EMAIL AS THIS ACCOUNT IS NOT MONITORED

Steven E McDonald

Dear Mr. McDonald:

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

- R0254: Special Operations Program Management
- 2/18/2018 To 2/23/2018

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. If you are unable to select the link please copy and paste it into the address bar in your web browser.

Your travel dates for this course are: February 17, 2018 and February 24, 2018. If you are a

FEMA employee, please refer to the NETC Welcome Package for specific information about your travel and travel authorization preparation.

NETC has instituted a new process for purchasing meal tickets. You must now purchase your meal ticket within two weeks prior to your arrival on the campus. You should go to [www.netcmealtickets.com](http://www.netcmealtickets.com) to order your meal ticket. The selection should be based on the length of the course (using the travel dates listed above). If you have questions regarding your meal ticket, please call 301-447-1551.

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). Pickup is near the lower level Baggage Areas 13 and 14. There is not a Travelers' Aid Desk in this location. Buses and vans depart from the outside lane.

- No pickups scheduled for Ronald Reagan National Airport (DCA)

- No pickups scheduled for Dulles International Airport (IAD)

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): 08:00 AM (EST)
- No departures are scheduled for Ronald Reagan National Airport (DCA)
- No departures are scheduled for Dulles International Airport (IAD)

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://apps.usfa.fema.gov/nfacourses/>. Enter your course code in the search box, select the course name and view the student pre-course materials. If you are unable to select the link please copy and paste it into the address bar in your web browser.

Since you have been accepted into a course at NETC, lodging has been reserved for you for 2/17/2018 to 2/24/2018. 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 after reviewing the NETC Welcome Package, 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

Join FEMA's America's PrepareAthon and Download the FEMA App!

Check out this link to learn all about America's PrepareAthon! Be Smart. Take Part. Prepare.

<https://community.fema.gov/about>

America's PrepareAthon! is an opportunity for individuals, organizations, and communities to prepare for specific hazards through group discussions, drills, and exercises. This link <https://community.fema.gov/take-action/hazards> will give you information about hazards which can affect your community and ways you can take action to prepare and participate.

Encourage community members to download the FEMA App, available for Apple, Android and Blackberry mobile devices. The app includes weather alert information, home fire safety tips and reminders users can set to test smoke alarms (monthly), change smoke alarm batteries (yearly), and practice fire escape plans (every six months). Learn more about the FEMA App at <http://www.fema.gov/mobile-app>