

# Interested in pursuing a career in skilled dispatch communications?



## Dispatch Communication Course Fee: \$1700

Feb 20 - May 23, 2021

**CRN 44497**

*In-Person\**

### **\*Training will be held at the Western Campus on Saturdays and Sundays from 8:30am-5pm**

- Twelve-week course, consisting of classroom and hands-on training, including keyboarding and listening and responding to actual 911 and non-emergency calls
- Basic introduction to Emergency Medical Dispatch
- Specialized training on 911 Trainer CAD Simulator
- Certification in 911 Telecommunications to include Police, Fire, and EMS
- Certifications in several industry related FEMA classes
- Suspicious Activity Reporting certificate issued by DHS
- Certification in for Active Shooter, A.L.I.C.E., Bias Free Communications ,Critical Incident Dispatching, Keyboarding, and NENA Beyond the Basics: Advances in Managing Stressful Callers, Active Shooter Events and NG 911

### **Included in Course Fee:**

- Class uniform shirt
- Textbook
- Certification Test Fee

### **Location:**

**Western Campus:** Public Safety Training Center- Simulated Scenario Village room 110,  
11000 W Pleasant Valley Rd Parma, OH 44130

Contact Rachael Sedlak at [LETraining@tri-c.edu](mailto:LETraining@tri-c.edu) for registration questions.

**Registration Deadline: February 10, 2020**

**\*\*Registration form must be submitted to the Public Safety Training Center Office by the deadline above.\*\***

**Orientation will be Saturday, Feb 20, 2021 at 10am WebEx (Online)**

# REGISTRATION FORM

## HOW TO REGISTER

**SCAN TO EMAIL:** LETraining@tri-c.edu

**BY MAIL:** Credit card, check or money order to:  
Cuyahoga Community College KeyBank PSTC,  
ATTN: Rachael Sedlak  
11000 Pleasant Valley Road Parma, Ohio 44130-5113  
\*Tri-C is not responsible for lost or misdirected mail

*Note: Effective Oct. 1, 2015, credit cards will no longer be accepted in person at the registration window. All Credit Card Payments must be done online.*

**REGISTRATION / CANCELLATION DEADLINES:** Registration deadline is **Feb. 10, 2020.**

If you have applied for a scholarship you must have confirmation no later than the registration deadline.

If you have received a scholarship you must have any remaining balances paid for or set up a payment plan no later than the registration deadline.

**REFUND POLICY:** Participants will receive a full refund if cancelled by the registration deadline date. You are responsible for withdrawing. Choosing not to attend does not eliminate your need to drop the course or obligation for payment.

**PARKING:** Available in front & back lots of the KeyBank Public Safety Training Center building on Western Campus.

## PERSONAL INFORMATION All information in this section is required.

Name \_\_\_\_\_  
Last First M.I.

Social Security Number \_\_\_\_\_

Address \_\_\_\_\_  
Number Street Apt. No.

City State Zip County

Home Phone \_\_\_\_\_  
Area Code

Cell Phone \_\_\_\_\_  
Area Code

Email \_\_\_\_\_

Have you ever been convicted of a sexual related offense or a violent crime against a minor? ☐ Yes ☐ No

Have you been convicted of a sexual offense in the past 15 years? ☐ Yes ☐ No

Are you required to register as a sexual offender? ☐ Yes ☐ No

Date of Birth: \_\_\_\_\_  
Month Day Year

Tri-C ID (S#) \_\_\_\_\_  
if known: S \_\_\_\_\_

The College is required to collect Social Security numbers to comply with federal and state requirements. Once you have been admitted as a student, a Tri-C ID number will be generated. This number begins with the letter "S" followed by eight randomly generated numbers. You will use this ID to register for classes and access your grades and other student information.

Gender: ☐ Male ☐ Female

### OPTIONAL

U.S. Citizen: ☐ Yes ☐ No Are You a Veteran: ☐ Yes ☐ No

Ethnic Background:

☐ BLACK ☐ AMERICAN INDIAN OR ALASKAN  
☐ WHITE (NON-HISPANIC) ☐ ASIAN, PACIFIC ISLANDER, OR INDIAN SUBCONTINENT  
☐ HISPANIC ☐ OTHER

## BUSINESS OR WORK INFORMATION

Complete this area if you are a new student or if any information has changed.

Business Name \_\_\_\_\_

Address \_\_\_\_\_  
Number Street

City State Zip County

Phone \_\_\_\_\_  
Area Code Ext.

Fax \_\_\_\_\_  
Area Code

## PAYMENT INFORMATION

Bill Company, via attached purchase order ☐ Check (enclosed) ☐ Money Order (enclosed) ☐

If registering for an ONLINE course, start date is required.

COURSE NO.	COURSE TITLE	START DATE	FEE
4 4 4 9 7	Dispatch Communications	2/20/21	\$1,700

### IMPORTANT PAYMENT INFORMATION

Effective July 15, 2014, a service fee (currently 2.25 percent) will apply to all payments made by credit card for Cuyahoga Community College (Tri-C®) credit and non-credit tuition, fees and other student account charges.

All Credit Card Payments must be done online.

Signature (required) \_\_\_\_\_ TOTAL \_\_\_\_\_

or type your name agreeing to registration terms and conditions





## **Scholarship Application**

Please go to [https://tri-c.academicworks.com/users/sign\\_in](https://tri-c.academicworks.com/users/sign_in) to access the scholarship application. Select the box “**Sign In With Your Tri-C ID and Password**”. You will need to have your Student ID number (S#) and password to begin the process.

**Please have the following at the time you apply:**

- **Current or returning students**: Student ID number and password.
- **New students**: Call 866-933-5175 and select, option 1 to obtain a S# .  
(Please ask the representative how to obtain your password)  
**\*\* If you have your Tri-C Student ID number but do not have your password, please see below for assistance.**

1. Complete all required fields.
2. When completing the essay keep the punctuation very basic to avoid error messages.
3. To finalize the online application, select ‘**Finish and Submit**’.
4. Send an email ( see below) to notify the College that you have completed the application. Include your Tri-C S number or Last 4 of SSN, the name of the class and the date you would like to start.

### **Submit email to:**

[melissa.hall@tri-c.edu](mailto:melissa.hall@tri-c.edu)

**Deadline for scholarship application submission for Spring 2021 class is February 3, 2021**

When you submit your scholarship application you must also submit your class registration form to the Law Enforcement Division of the Public Safety Training Center. If a registration is not submitted you will not be able to attend the class.

Your scholarship award will most likely NOT be for the full class amount of \$1,700.00. Please be prepared to make payment for your remaining balance no later than Wednesday, February 3, 2021

If you need to reset your password, please do the following:

## Steps to Enroll

[www.tri-c.edu/new](http://www.tri-c.edu/new)



### Initial Login to *my Tri-C space*

- 1 Go to <https://my.tri-c.edu>
- 2 Click on **"Change Your Password"**
- 3 Enter **Tri-C ID number** then click **"continue"**
- 4 Enter your **birth date (mm/dd/yyyy)** as your old password
- 5 Create a **new password** (at least 8 characters) containing a combination of letters and numbers
- 6 Re-enter **new password** then click **"Change"**
- 7 You will be redirected to **my Tri-C space**, secure access log in
- 8 Login to **my Tri-C space** using your **Tri-C ID number** and **new password**

**FY21 ATA SCHOLARSHIP PROCESS**  
**(FY21) FOR STUDENTS 17-24 YEARS OF**  
**AGE**

**Requirements:**

- 17-24 years of age
- HS Diploma
- Cuyahoga County resident
- Has a child or sibling under 18 years (helpful but not required)
- Attend orientation and eligibility session

If you meet the requirements listed above contact one of the representatives listed below  
by **February 3, 2021**

Miguel Sanchez @ 216-987-3521  
or  
Kelci Williams @ 216-987-4767

1. **Deadline for scholarship application** submission for Spring 2021 classes is Wednesday, February 3, 2021
2. When you submit your scholarship application you **must** submit your class registration form to the ATA Office. If a registration is not submitted you will not be able to attend the class.

**CLASS BEGINS February 20, 2021**