



Building Standards and Codes

New York State
Department of State
**Division of Building Standards
and Codes**
One Commerce Plaza
99 Washington Avenue, Suite 1160
Albany, NY 12231-0001
(518) 474-4073
Fax: (518) 474-5788
www.dos.ny.gov

NYS Uniform Fire Prevention and Building Code Advanced In-Service Course Schedule October - December 2016

New York State recently updated the Uniform Fire Prevention and Building Code (Uniform Code) and the State Energy Conservation Code (Energy Code). On October 3, 2016 the newly adopted Uniform Code and the Energy Code will become fully effective in New York State. The Educational Services Unit of the Division of Building Standards and Codes is pleased to offer the following information regarding the 2016 CEO Code Update Courses for October - December 2016.

INSTRUCTIONS

Please read the following instructions carefully to avoid a delay in the processing of your application form. An application form must be submitted for the course you wish to attend.

Registration Form:

1. The form must be typed or printed legibly. Illegible applications will not be processed.
2. The entire form must be completed. Incomplete forms may require us to return your application for completion and delay your registration into the requested course(s).
3. Phone registrations will not be accepted.
4. Application forms must be received at least 21 days prior to the scheduled starting date of the course for which you are applying.
5. A confirmation letter will be sent to you upon acceptance into the course. Do not plan to attend unless confirmation of registration has been received or verified by this office. You will not be allowed into class unless you are preregistered and have been confirmed to attend.
6. Please do not contact the Department of State to check on your registration status unless you have not been notified within 14 calendar days of the class starting date.

Prerequisites:

Participants must complete the course prerequisites as indicated in the course listing.

Fees:

Courses conducted in Schuyler County (at the NYS Fire Academy in Montour Falls) require a registration fee of \$25. (The registration fee for out-of-state residents is \$50 per course.) Registration fees are non-refundable. **When you are confirmed for the class, you will receive payment instructions. Do not send payment with your application form.** There is also a Commuter Fee of \$8 per day for individuals not requesting lodging at the Academy. The Commuter Fee includes breakfast and lunch. The Commuter Fee may be paid upon arrival.

A registration fee is **NOT** required at any other location.

Materials:

- Paper and pencils are required.

Registration forms should be mailed, faxed or emailed to the following address:

New York State Department of State
Division of Building Standards and Codes
One Commerce Plaza, 99 Washington Avenue
Albany, NY 12231
Fax: (518) 474-5788
Email: dosCodesTraining@dos.ny.gov

To add your name to our electronic mailing list, please visit our web site at: www.dos.ny.gov/DCEA/



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Educational Program Application

NAME (Print Legibly) Please check: Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/>	OFFICE PHONE
STUDENT IDENTIFICATION # (Please use training id # if one has been issued to you)	CELL PHONE
TITLE	FAX #
MAILING ADDRESS Please check: Home <input type="checkbox"/> Business <input type="checkbox"/> New Address <input type="checkbox"/>	EMAIL ADDRESS
CITY/STATE/ZIP	

Check all appropriate lines that describe yourself: Municipal Code Enforcement Official (building, fire, housing, plumbing, etc.);
 Member of Fire Service; Municipal Official Other Than a Code Enforcement Official or Member of Fire Service;
 State Agency Personnel; New York State Licensed Design Professional; Private Sector Construction-Related Business;
 Other (Please specify) _____

Jurisdiction(s) where you are currently employed: _____
 You **must** include where you are currently employed. For example, City of . . . , Town of . . . , Village of . . . , County of . . . , State (Name of Agency), Fire Department (Name of Department) or Private (Name of Employer)

State Agency Personnel Only: Have you been appointed as the Code Compliance Manager for your agency? Yes No
 Have you been appointed as a Code Coordinator for your agency? Yes No

ADVANCED IN-SERVICE TRAINING REGISTRATION
 Please provide a first and second choice.

First Choice: 49-0092- (Example: 49-0092-1)

Location _____

Date _____

Second Choice: 49-0092-

Location _____

Date _____

The Schuyler County location requires a \$25 registration fee. See the instruction page for additional information.