

**Southwest Idaho Fire Training (SWIFT)
May 22-26, 2023 at CWI in Nampa, Idaho**

For the 2023 training season, we are not using the SWIFT “google form” nomination process, we will only be using the CWI nomination process. Again, this electronic process eliminates the paper procedure on day 1 of the course.

Please Sign In or Create your Profile **before adding a course to the cart** to access agency pricing

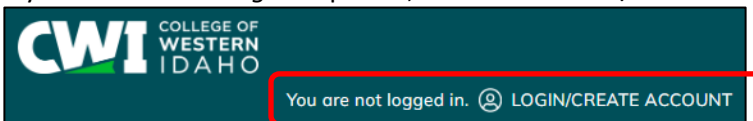
STEP 1:

Students can complete the CWI registration at <https://cwi.edu/program/wildland-fire-academy>, select **REGISTER NOW**



STEP 2:

If you have an *existing* CWI profile, select the LOGIN/CREATE ACCOUNT and sign in as a Student

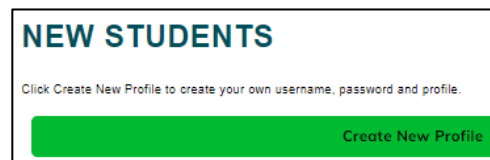


- You can get help with the ‘Forgot your username?’ and ‘Forgot your password?’
- You can edit ‘My Profile’, to make any updates and please ensure you have the **Class unlock keys** field under the STEP 3 tab has been populated with **Wildland2022** as to see the AGENCY pricing.

- From that existing profile, go to STEP 4

STEP 3:

You are a New Student, select ‘Create a New Profile’



Complete all required fields for the STEP 1 tab (*denotes required information)

CREATE NEW STUDENT PROFILE

Complete the fields below to create a new CWI Workforce Development student profile. You will receive an email notification once you have created your profile.

Please note: You will not need to complete the "Class Unlock Keys" field in order to complete your profile creation or class registration. It is recommended that you use your first and last name as your username if possible.

* denotes required information.

STEP-1 | STEP-2 | STEP-3

Username* Username: minimum 6 characters

Password* Password: minimum 8 characters, must contain a number and any two of the following three: upper case, lower case, special characters (for example: (!@#\$%^&*))
STRONG

Re-enter password*

Password hint*

Identity Verification Question*

Identity Verification Answer*

E-mail* [Privacy Policy](#)

Re-enter E-mail*

First name*

Middle Name

Maiden Name

Last name*

In the STEP 2 tab, enter your Birthdate* and for Company, select "US Forest Service - USFS"

In the STEP 3 tab, a CRITICAL step, you must enter "Wildland2022" for Class unlock keys to see the AGENCY cost option, then submit

STEP-1 | STEP-2 | STEP-3

Mail preference Yes No May we include you on our mailing lists?

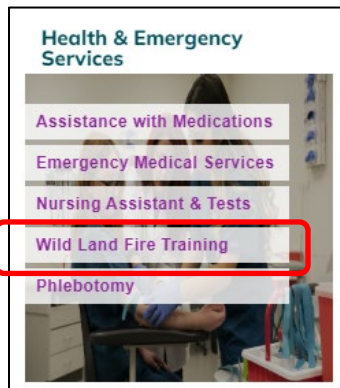
E-mail Preference Yes No Receive info regarding future courses via e-mail?

Class unlock keys Enter multiple separated by comma.

STEP 4:

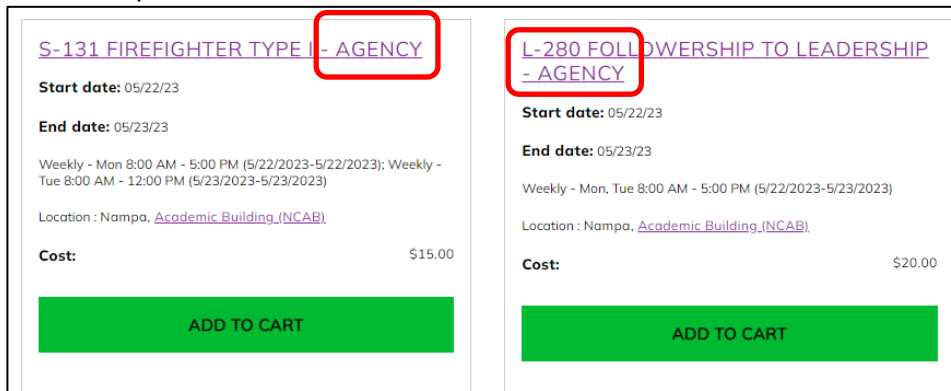
Navigate to:

Departments
Workforce Development
Health & Emergency Services
Wild Land Fire Training



STEP 5:

Choose the course that is listed as AGENCY option at the end. If there is not an option to choose AGENCY, then you may have missed a step.



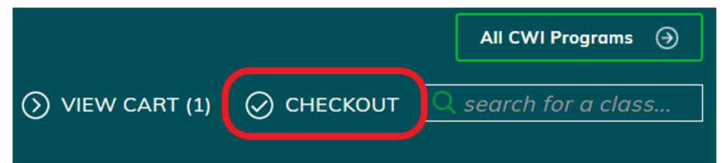
Add course(s) to the cart

You can also sort by **Price: Low to High** to select classes at the government rate and add them to your cart



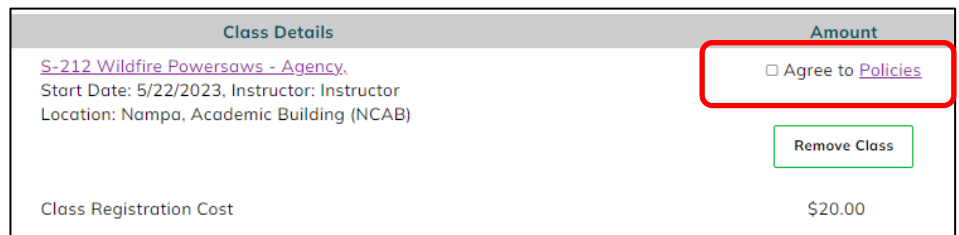
STEP 6:

After selecting your course(s), start the CHECKOUT process

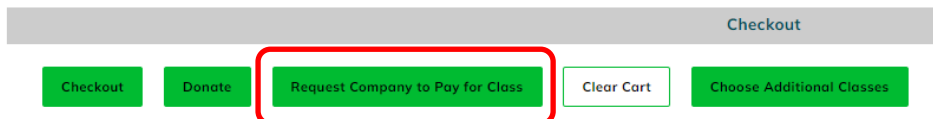


STEP 7:

You must 'Agree to Policies' and

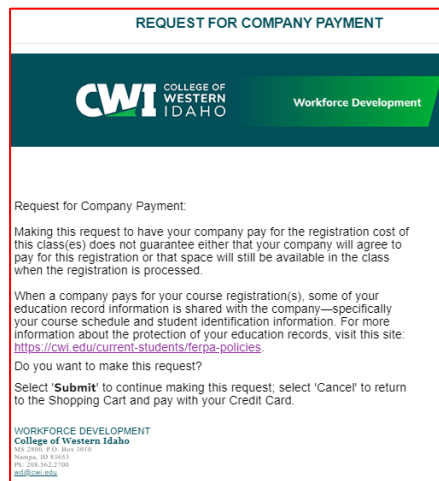


Select **Request Company to Pay for Class**



STEP 8:

Read, then click **Submit**



STEP 9:

Select "Julia Figgins" for **Contact**
Submit

Cart: Request Company Payment

Payment requested by: Julia Figgins

Request made to: US Forest Service - USFS
If you'd like to request payment by another Company, [update your profile](#) and change your Company.

Total request payment amount: \$20.00
Electronic Vouchers are not automatically applied for Company Paid Registrations

Contact

Julia will receive an email notification, and you or your supervisor will be notified when tuition has been paid. Congratulations, registration has been completed.

Then the first week of May, the selection memos will be sent to students and supervisor's and/or training POC's.