

Rocky Mountain Area Training Nomination Process FY20

This year the Rocky Mountain Training Center will again be using an online form in our nomination registration process. This form will work for all courses sponsored on the National Training Page. *To be considered for a Rocky Mountain Area course session; a **registration for nomination is required. IQCS will not be open for registration in the RMA.** You will need to complete the registration for nomination form to ensure consideration.*

This process **does not** apply to the following types of training, please continue to use nomination processes identified in course announcements and schedule pages.

- Academy Nominations, such as the Colorado Wildfire and Incident Management Academy
- Local training sessions not sponsored by the Rocky Mountain Training Center.
- NAFRI has their own google registration form - use their form (see below for details).

FY20 RM Nomination Form Instructions:

[RM Registration for Course Nomination](#)

1. Select the training course you wish to attend from the Rocky Mountain schedule page [Rocky Mountain Area Fire Training Schedule](#)

2. Click on **Session Details**. Notice information located in the “**Session Dates, Status, Tuition**” section. *It will be useful to have the Session Details page open while you are filling out the Nomination Form.* Use the **online link** here to be nominated for the session.

DO NOT USE THE NOM FORM IN THE NOMINATION COLUMN.

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Session Name	IQCS Number	Dates ▼	Area-Location	Nomination
L381 - Incident Leadership Course Description Session Details	367 YES	11-18-2019 to 11-22-2019	Rocky Mountain Grand Junction, Colorado 81506	Nom Form Due: 10-11-2019

3. Click on the link to the online registration form. Complete and submit the form.



The screenshot shows a web browser window with the URL https://nationalfiretraining.nwcg.gov/schedule/detail/rm_L381_11-05-2018_8038. The page header features the National Wildland Fire Training logo and a navigation menu with links: Home, General Information, Geographic Areas, Schedule, Calendar, Catalog, Nomination Info, Links & Resources, and New Site Tips. The main content area is titled "L381 - Incident Leadership - Details". It contains two sections: "Session Dates Status Tuition" and "Course Information". The "Session Dates Status Tuition" section lists the dates "November 05, 2018 to November 09, 2018", the status "Upcoming", and the tuition "\$500.00". It also includes a link to the online registration form: <https://goo.gl/forms/3h47zHkOyHeuKZSx2>, which is highlighted by a red arrow. The "Course Information" section lists the code and name "L381 - Incident Leadership", the category "Leadership", and the IQCS Session Number "290".

Session Dates Status Tuition	Course Information
November 05, 2018 to November 09, 2018 Upcoming Additional Details: Link to online registration https://goo.gl/forms/3h47zHkOyHeuKZSx2 Tuition: \$500.00	Code & Name: L381 - Incident Leadership Category: Leadership Course Description IQCS Session Number: 290

4. After submitting the nomination form, you will receive an email with a completed NWCG Nomination form. Review this form for accuracy and edit it, if necessary, by using the link provided. Your Supervisor or Training Officer will also receive an emailed copy of the form and a link to approve your form. Once approved, you will receive another email stating you have been approved by your supervisor. At this point your zone representative or GATR will receive your information for selection considerations. (Note: It may take up to 20 minutes to receive the automated emails.)

What happens if not approved?

5. Follow up with your Supervisor or Training Officer to ensure that they have received and taken action to approve your nomination request. Failure to complete this step will result in loss of notification to the zone representative or GATR for selection consideration.

RM Nominations to Out of Geographic Area Courses (OGA)

1. Select the course session you wish to attend from the national scheduled page. [National Fire Training Schedule](#) Complete the [RM Registration for Course Nomination](#) form. We are also suggesting that all federal agency nominees complete an IQCS nomination for any OGA course they are applying for, especially those courses with early nomination due dates.
2. Follow local and zone approval processes.
3. Once approved, the nomination will be registered with your zone representative and a copy will be on file for the RM GATR to forward to the host GATR.

RM Nominations to NAFRI

1. Select the training course you wish to attend from the NAFRI schedule page [NAFRI Training Schedule](#)
2. Click on Session Details, select google link for each course nomination.