

## Universal Enrollment Services

### Privacy Act and Paperwork Reduction Act Statements

#### **PRIVACY ACT STATEMENT:**

**Authority:** The authority for collecting this information is 49 U.S.C.114, 40113, and 5103a.

**Principal Purpose(s):** This information is needed to verify your identity and to conduct a security threat assessment to evaluate your eligibility for a TWIC. Furnishing this information, including your SSN or alien registration number, is voluntary; however, all information provided during the enrollment process assists in the timely processing of your application. Failure to provide it will delay and may prevent completion of your security threat assessment. For individuals who are mariners or applying to be one, the SSN is mandatory or they will be required to visit a Coast Guard Regional Exam Center to this information before an application is complete.

**Routine Use(s):** Routine uses of this information include disclosure to the FBI to retrieve your criminal history record; to TSA contractors or other agents who are providing services relating to the security threat assessments; to appropriate governmental agencies for licensing, law enforcement, or security purposes; or in the interests of national security; and to foreign and international governmental authorities in accordance with law and international agreement.

#### **PAPERWORK REDUCTION ACT STATEMENT:**

**Statement of Public Burden:** TSA is collecting this information to determine your eligibility for a TWIC. This is a voluntary collection of information but failure to provide the information may result in an inability to approve your eligibility for a TWIC. TSA estimates that the total average burden per response associated with this collection for enrollment is approximately sixty six (66) minutes. An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The control number assigned to this collection is OMB 1652-0047, which expires 09/30/2013.

# Prove Identity

## Determine Citizenship

Country of Birth

United States

City of Birth

State/Province of Birth

Country of Citizenship

Australia

Non-Immigrant Visa or Status

Comparability

I would like to apply a comparable Security Threat Assessment (STA) to this enrollment for a reduced fee.

Identity

Fee

Payment

Biographics

Fingerprints

Face

Disclosure

Location

Survey

Submit

# Prove Identity

## Determine Documents

### Documents

Permanent Resident Card / Green Card (I-551)  
Foreign Passport  
Re-entry Permit (I-327)

- AND -

### Additional Documents

#### Required Identity Documents:

\* Permanent Resident Card / Green Card (I-551)

#### Optional Identity Documents:

Commercial Driver's License issued by a State or outlying possession of the U.S.

Identity

Fee

Payment

Biographics

Fingerprints

Face

Disclosure

Location

Survey

Submit

# Prove Identity

Document Number

Issuance Date

\_\_/\_\_/\_\_

Expiration Date

\_\_/\_\_/\_\_

Identity

Fee

Payment

Biographics

Fingerprints

Face

Disclosure

Location

Survey

Submit

## Determine Fee

### Calculate Total Fee

**\$129.75 - Full Fee** (TWIC expires approximately on Wednesday, March 20, 2019)

**\$129.75**

Authorization Code

**Non-Refundable Amount Due: \$129.75**

Identity

**Fee**

Payment

Biographics

Fingerprints

Face

Disclosure

Location

Survey

Submit

## Collect Payment

### Choose Payment Method

Credit Card  Check  Money Order

**Non-Refundable Amount Due: \$129.75**

### Swipe Card

We Accept:



Name on Card

Credit Card Number

Expiration Date

CSC

Identity

Fee

**Payment**

Biographics

Fingerprints

Face

Disclosure

Location

Survey

Submit

# Capture Biographics

## Answer Personal Questions

1. **Have you ever used a maiden/previous name?**  Yes  No
2. Have you ever used an alias?  Yes  No
3. Is your mailing address the same as your residential address?  Yes  No
4. Have you lived at your current residential address for more than five (5) years?  Yes  No
5. Are you, or will you become, a Merchant Mariner within the next five (5) years?  Yes  No
6. Are you currently serving, or have you ever served, in the Armed Forces of the United States?  Yes  No

### Key Pad Functions

**1** = Yes **2** = No **7** = Move back to previous question

Identity >

Fee >

Payment >

**Biographics** >

Fingerprints >

Face >

Disclosure >

Location >

Survey >

Submit

# Capture Biographics

## Enter Personal Information

First Name Middle Name Last Name Suffix Date of Birth Gender

NMN

MM/DD/YYYY

Maiden/Previous Name

First Name Middle Name Last Name Suffix

Alias

First Name Middle Name Last Name Suffix

US  Metric

Height Weight  
ft in lbs

Hair Color

Eye Color

Social Security Number

Social Security Number

Alien Registration Number

Alien Registration Number

Identity

Fee

Payment

**Biographics**

Fingerprints

Face

Disclosure

Location

Survey

Submit



# Capture Biographics

## Enter Mailing Address

Country

Address Line 1

Address Line 2

City

State/Province

Postal Code

Identity

Fee

Payment

**Biographics**

Fingerprints

Face

Disclosure

Location

Survey

Submit

# Capture Biographics

## Enter Residential Address

Country

Address Line 1

Address Line 2

City

State/Province

Postal Code

Identity

Fee

Payment

**Biographics**

Fingerprints

Face

Disclosure

Location

Survey

Submit

# Capture Biographics

## Enter Previous Address

Country

Address Line 1

Address Line 2

City

State/Province

Postal Code

Identity

Fee

Payment

**Biographics**

Fingerprints

Face

Disclosure

Location

Survey

Submit

# Capture Biographics

## Enter Employment Information

Employment Status

**Employed**

Occupation or Trade

**Other**

Current Employer Name

Occupation Description

Country Code

Phone

Country

Address Line 1

Address Line 2

City

State/Province

Postal Code

Identity

Fee

Payment

**Biographics**

Fingerprints

Face

Disclosure

Location

Survey

Submit

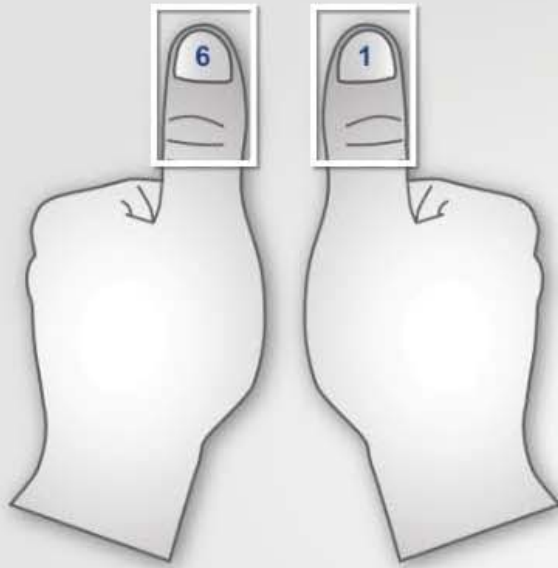
# Capture Fingerprints



Preparing Scanner...

Identity > Fee > Payment > Biographics > **Fingerprints** > Face > Disclosure > Location > Survey > Submit

# Capture Fingerprints



Place Thumbs on Device

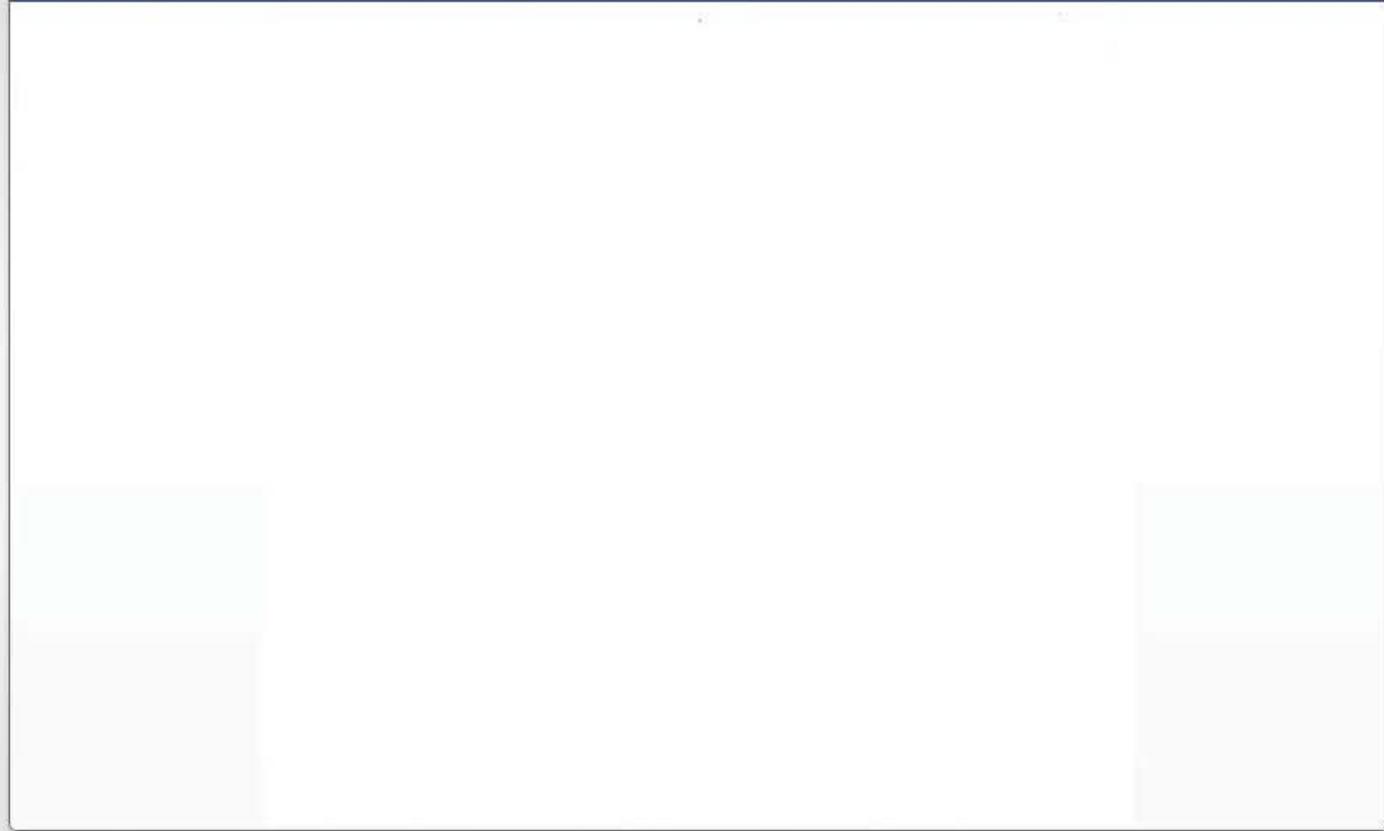


Identity > Fee > Payment > Biographics > **Fingerprints** > Face > Disclosure > Location > Survey > Submit

# Capture Fingerprints

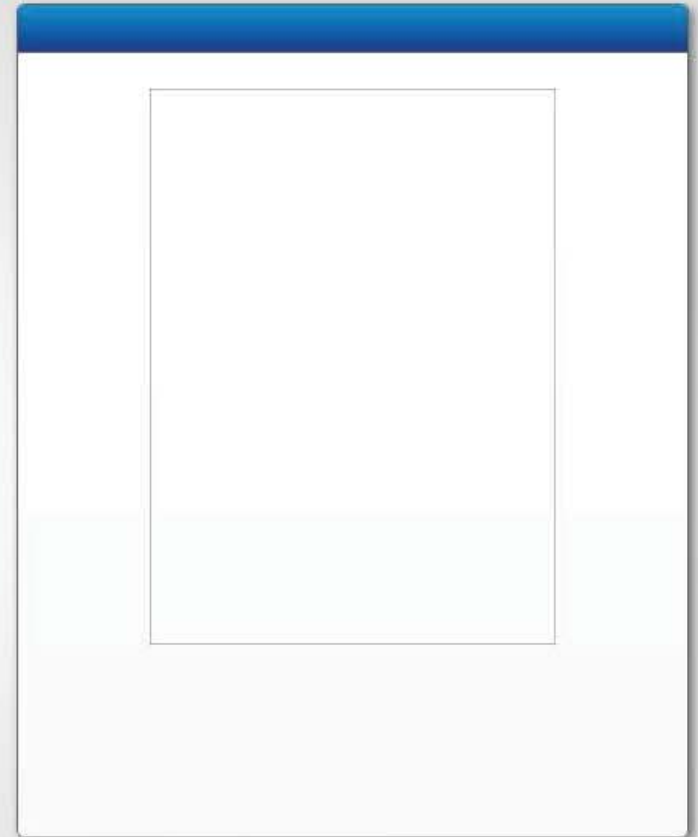


Place Left Hand Finger(s) on Device



Identity > Fee > Payment > Biographics > **Fingerprints** > Face > Disclosure > Location > Survey > Submit

# Capture Face



Identity > Fee > Payment > Biographics > Fingerprints > **Face** > Disclosure > Location > Survey > Submit



# Capture Disclosure

## Answer Disclosure Questions 1 of 7

**Part A. Acknowledgements** - Review each statement and respond by checking **Yes** or **No**, as appropriate.

1. As part of my employment duties, I am:

- or will most likely be required to have unescorted access to secure areas of maritime facilities or vessels in which a TWIC is required;
- currently or am applying to be a credentialed merchant mariner; or
- a commercial driver licensed in Canada or Mexico to transport hazardous materials and/or conduct business in the U.S.
- authorized by TSA to complete the TWIC security threat assessment and/or apply for a TWIC.

Yes  No

2. I understand that if I plan on applying for or renewing a CG-issued mariner credential, but do not provide my Social Security Number and proof of citizenship during enrollment, I will be required to visit a CG Regional Exam Center to provide this information before my application for the CG-issued credential will be considered complete.

Yes  No

Key Pad Functions

**1** = Yes **2** = No **7** = Move back to previous question

Identity

Fee

Payment

Biographics

Fingerprints

Face

**Disclosure**

Location

Survey

Submit

# Capture Disclosure

## Answer Disclosure Questions 2 of 7

**Part A. Acknowledgements** - Review each statement and respond by checking **Yes** or **No**, as appropriate.

**3. I understand that if TSA or other law enforcement agencies determine that I pose an imminent threat to nation security or transportation security, my employer may be notified. TSA may provide limited information to the facility or vessel.**  Yes  No  
**Note: FBI rap sheets will not be shared with employers.**

4. I understand that since the TWIC will serve as a visual identification badge, items or attire should not obscure any part of my face when my photograph is taken. As a result, I acknowledge that:  Yes  No

- I will remove a hat or headgear unless worn daily for religious reasons.
- I will remove dark or non-prescription glasses with tinted lenses, unless they are required to be worn at all times for medical reasons. If so, a medical certificate may be required.

5. I am:  Yes  No

- a U.S. citizen or U.S. National.
- not a U.S. citizen or U.S. national, but fall into a category listed on page 3 that permits me to hold a TWIC.

6. I am currently not a TWIC holder.  Yes  No

### Key Pad Functions

**1** = Yes **2** = No **7** = Move back to previous question

Identity

Fee

Payment

Biographics

Fingerprints

Face

**Disclosure**

Location

Survey

Submit

# Capture Disclosure

## Answer Disclosure Questions 3 of 7

**Part B. Criminal History** - Review each statement and respond by checking **Yes** or **No**, as appropriate.

1. At any time in my life (excluding juvenile cases unless convicted as an adult), I was convicted or pled guilty (including “no contest”/nolo contendere) or found not guilty by reason of insanity in a civilian or military court of one or more of the following felonies:  Yes  No
- Espionage or conspiracy to commit espionage;
  - Sedition or conspiracy to commit sedition;
  - Treason or conspiracy to commit treason; or
  - A federal crime of terrorism as defined in 18 U.S.C. 2332b(g), or a comparable State law.

Note: If you answer “Yes,” you are not eligible to receive a TWIC and/or a waiver.

Key Pad Functions

**1** = Yes **2** = No **7** = Move back to previous question

Identity

Fee

Payment

Biographics

Fingerprints

Face

Disclosure

Location

Survey

Submit

## Capture Disclosure

### Answer Disclosure Questions 4 of 7

**Part B. Criminal History** - Review each statement and respond by checking **Yes** or **No**, as appropriate.

2. At any time in my life (excluding juvenile cases unless convicted as an adult), I was convicted, pled guilty (including "no contest"/nolo contendere), or found not guilty by reason of insanity in a civilian or military court of any of the following felonies:  Yes  No

- A crime involving a transportation security incident;
- Improper transportation of a hazardous material;
- Unlawful possession, use, sale, distribution, manufacture, purchase, receipt, transfer, shipping, transporting, import, export, storage of, or dealing in an explosive or explosive device. An explosive or explosive device includes, but is not limited to, an explosive or explosive material as defined in 18 U.S.C. 232(5), 841(c) through 841(f), and 844(j); and a destructive device, as defined in 18 U.S.C. 921(a)(4) and 26 U.S.C. 5845(f);
- Murder;
- Making a threat or maliciously conveying false information known to be false, concerning delivery, placement, or detonation of an explosive or other lethal device in a public, government, public transportation, or infrastructure facility;
- RICO Act violations where a predicate act is a crime listed in Parts B1 and B2;
- Attempt to commit a crime listed in Parts B1; or
- Conspiracy or attempt to commit a crime listed in Part B2.

Key Pad Functions

**1** = Yes **2** = No **7** = Move back to previous question

Identity

Fee

Payment

Biographics

Fingerprints

Face

**Disclosure**

Location

Survey

Submit



## Capture Disclosure

### Answer Disclosure Questions 5 of 7

**Part B. Criminal History** - Review each statement and respond by checking **Yes** or **No**, as appropriate.

3. Within the last 7 years, I was convicted, pled guilty (including "no contest"/nolo contendere), or found not guilty by reason of insanity in a civilian or military court of any of the following felonies:  Yes  No

• Unlawful possession, use, sale, manufacture, purchase, distribution, receipt, transfer, shipping, transporting, delivery, import, export of, or dealing in a firearm or other weapon. A firearm or other weapon includes, but is not limited to, firearms as defined in 18 U.S.C. 921(a)(3) or 26 U.S.C. 5 845(a), or items contained on the U.S. Munitions Import List at 27 CFR 447.21;

- Extortion;
- Dishonesty, fraud, or misrepresentation, including identity fraud and money laundering (except welfare fraud and passing bad checks);
- Bribery;
- Smuggling;
- Immigration violations;
- Distribution of, possession with intent to distribute, or importation of a controlled substance;
- Arson;
- Kidnapping or hostage taking;
- Rape or aggravated sexual abuse;
- Assault with intent to kill;
- Robbery;
- Fraudulent entry into secure seaport areas;
- RICO; or
- Conspiracy or attempt to commit the crimes listed in Part B3.

Key Pad Functions

**1** = Yes **2** = No **7** = Move back to previous question

Identity

Fee

Payment

Biographics

Fingerprints

Face

**Disclosure**

Location

Survey

Submit

# Capture Disclosure

## Answer Disclosure Questions 6 of 7

**Part B. Criminal History** - Review each statement and respond by checking **Yes** or **No**, as appropriate.

- 4. Within the last 5 years, I was released from prison following conviction for a felony listed in Part B3.**  Yes  No
5. I am wanted, under indictment or have an open criminal complaint/criminal information in a civilian or military court for a felony listed in Parts B1 through B3.  Yes  No
6. A civilian or military court has found me to lack mental capacity or I have been involuntarily committed to a mental health facility.  Yes  No
- Note:** If you answered "Yes" to any of the crimes/felonies listed in Parts B2 through B6, you are eligible for a waiver and may still be issued a TWIC. If initially denied for a TWIC, do you plan to apply for a waiver?  Yes  No

### Key Pad Functions

**1** = Yes **2** = No **7** = Move back to previous question

Identity

Fee

Payment

Biographics

Fingerprints

Face

**Disclosure**

Location

Survey

Submit

# Capture Disclosure

## Answer Disclosure Questions 7 of 7

**Part B. Criminal History** - Review each statement and respond by checking **Yes** or **No**, as appropriate.

7. I understand that I must return my TWIC to the address provided on the credential if I:

- am currently, or become, wanted, under indictment for, convicted, or found not guilty by reason of insanity, of a felony listed in Parts B1 through B3;
- am found to be lacking mental capacity or involuntarily committed to a mental health facility; or
- no longer meet the immigration standards indicated by a “Yes” response in Part A5.

Yes  No

Key Pad Functions

**1** = Yes **2** = No **7** = Move back to previous question

Identity

Fee

Payment

Biographics

Fingerprints

Face

**Disclosure**

Location

Survey

Submit

## Capture Disclosure

### Disclosure

I understand my continuing obligation to disclose to TSA within 24 hours if I am convicted or found not guilty by reason of insanity of any disqualifying crime, or adjudicated as a mental defective or committed to a mental institution, while I am enrolled in the TWIC program.

**The information I have provided is true, complete, and correct to the best of my knowledge and belief and is provided in good faith. I understand that a knowing and willful false statement, or an omission of a material fact, can be punished by fine or imprisonment or both (see section 1001 of Title 18 United States Code), and may be grounds for denial of my application for the TWIC program.**

Translator used to interpret disclosure

Identity

Fee

Payment

Biographics

Fingerprints

Face

Disclosure

Location

Survey

Submit



Search Location

List locations closest to:

POSTAL CODE - or - CITY

Search

Number of results

10

Location ID	City/State	Address	Distance
0000	Nashville, Tennessee	12 Me Street Nashville, Tennessee 37214	Current location
1701	Anchorage, Alaska	UES Enrollment Center 3801 Old Seward Hwy Ste 2 Anchorage, Alaska 99503-6035	Current location
1703	Soldotna, Alaska	UES Enrollment Center 43530 Kalifornsky Beach Road Suite 4 Soldotna, Alaska 99669-8275	65 miles
1722	Seward, Alaska	UES Enrollment Center AVTEC-Alaska's Institute of Technology 809 Second Avenue Room 108 Seward, Alaska 99664	76 miles
1704	Valdez, Alaska	UES Enrollment Center Smiling Seal Sewing 354 Fairbanks Drive Valdez, Alaska 99686-9999	118 miles
1710	Kodiak, Alaska	UES Enrollment Center Shelikof St. Office 411 W Marine Way Kodiak, Alaska 99615-6304	252 miles
1714	Fairbanks, Alaska	UES Enrollment Center 2427 Airport Way	261 miles

## Answer Survey Questions

1. Are you satisfied with your overall experience at the enrollment center today?
2. If you experienced an issue that required a resolution, are you satisfied with the resolution?
3. Did the enrollment center representative(s) conduct themselves in a professional and courteous manner?
4. Are you satisfied with the enrollment center location and appearance?

### Key Pad Functions

**1** = Yes   **2** = No   **7** = Move back to previous question

**9** = Exit Questions

Identity

Fee

Payment

Biographics

Fingerprints

Face

Disclosure

Location

**Survey**

Submit

Next 

# UE | Universal ENROLL

- Identity
- Fee
- Payment
- Biographics
- Fingerprints
- Face
- Disclosure
- Location
- Survey
- Submit**

## Submit Enrollment

### Summary

Customer	<b>JOSH SCHLESSMAN</b>
UE ID	<b>U1TB-2Y6NH5</b>
Service	<b>TWIC® ENROLL</b>
Fee	<b>\$129.75</b>
Paid	<b>\$129.75</b>
Method	<b>CREDIT (1111)</b>
Auth #	<b>ET109243</b>

### Credentials will be available for pick-up at:

12 Me Street  
Nashville, Tennessee 37214

Customer Support:  
<http://universalenroll.dhs.gov>

Date/Time: **03/20/2014@03:43 PM**  
Enrollment Location: **UES Enrollment Center (1701)**  
Notification Method: **jschlessman@morphotrust.com**

Identity

Fee

Payment

Biographics

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Disclosure

Location

Survey

Submit