#### **Department of Homeland Security** U.S. Citizenship and Immigration Services

# **Registration Form**

USCIS offers free training seminars for adult educators, volunteers, and teachers. These seminars are designed to enhance the skills needed to teach U.S. history, civics, and the naturalization process to immigrant students. To find other available training materials, please visit the Citizenship Resource Center at <u>www.uscis.gov/citizenship</u>.

To register for a training opportunity in your area, please complete and submit the registration form below. Please note there will be no on-site registration the day of the event. Registrations will be accepted up to 10 business days in advance of the training date. Space is limited. Dates, times, and locations are subject to change. Please visit our Web site at <u>www.uscis.gov/teachertraining</u> regularly for the latest information.

Today's Date ( <i>mm/dd/yyyy</i> ):	Your Fax Number (with area code):
Training Location:	Training Date ( <i>mm/dd/yyyy</i> ):
PARTICIPANT INFORMATION	
First Name:	You are a ( <i>check all that apply</i> ): ESL Teacher Volunteer EL/Civics Teacher Administrator Citizenship Teacher Other: ( <i>Specify</i> )
Organization: Title:	Email Address:
Street Address:	
City: State:	Zip Code:Phone Number (with area code):
How did you hear about this training?  Presentation USCIS Web site Other:	Newsletter My employer
(Specify)	
<ul> <li>Please check this box if you do not want U.S. Citizenship and Immigration Services Office of Citizenship to contact you in the future about its citizenship-related products, resources, and training opportunities. Please contact us at office.of.citizenship@uscis.dhs.gov if you have registered with our site previously and would like to be removed from our mailing list. NOTE: If you do not check the box, U.S. Citizenship and Immigration Services Office of Citizenship will contact you in the future about its citizenship-related products, resources, and training opportunities.</li> </ul>	

### **Special Accommodations**

If you would like to request special accommodations to attend a training seminar, please contact us at <u>office.of.citizenship@uscis.dhs.gov</u> at least one week prior to the training to allow us time to make arrangements.

#### **USCIS Privacy Act Statement**

**AUTHORITY:** The information requested on this form is collected pursuant to section 451(f)2 of the Homeland Security Act of 2002, Public Law 107-296.

**PURPOSES:** The primary purpose for providing the requested information on this form is to register for a USCIS Office of Citizenship sponsored Teacher Training Seminar and to deliver future updates regarding citizenship-related products, resources, and training opportunities.

**DISCLOSURE:** The information you provide is voluntary; however, failure to provide full contact information may prevent you from successfully registering for a USCIS sponsored Teacher Training seminar.

**ROUTINE USES:** The information will be used by and disclosed to DHS personnel and contractors or other agents who need the information to register individuals for a USCIS sponsored Teacher Training Seminar and to deliver future updates regarding USCIS citizenship-related products, resources, and training opportunities. This includes using the information as necessary and authorized by the routine uses published in DHS/All-002 Department of Homeland Security Mailing and Other Lists System of Records, available at <u>www.dhs.gov/privacy</u>.

## **Paperwork Reduction Act**

An agency may not conduct or sponsor an information collection, and a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. The public reporting burden for this collection of information is estimated at 10 minutes per response, including the time for reviewing instructions and completing and submitting the form. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Citizenship and Immigration Services, Regulatory Coordination Division, Office of Policy and Strategy, 20 Massachusetts Ave., NW, Washington, DC 20529-2020; OMB No. 1615-0120. Do not mail your application to this address.

