

U.S. DEPARTMENT OF HOMELAND SECURITY U.S. COAST GUARD	Course Approval and Records for Merchant Mariner Training Schools	OMB No. 1625- 0028 Exp: 01/31/2020
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<b>Who must comply?</b>	Merchant mariner training schools teaching approved courses.
<b>What is this collection about?</b>	This information is used by the Coast Guard to ensure training courses and programs meet minimum standards for approval.
<b>Where do I find the requirements for this information?</b>	Title 46 CFR Part 10 is available at— <a href="https://www.eCFR.gov">https://www.eCFR.gov</a> , select TITLE 46 – SHIPPING, and follow it to Part 10, Subpart D.
<b>When must information be submitted to the Coast Guard?</b>	When a merchant mariner training school requires course approval from the Coast Guard.
<b>How is the information submitted?</b>	In writing or electronically via e-mail to <a href="mailto:NMCCourses@uscg.mil">NMCCourses@uscg.mil</a> . For guidance on submissions, see— <a href="https://www.dco.uscg.mil/nmc/training_assessments/">https://www.dco.uscg.mil/nmc/training_assessments/</a> .
<b>What happens when complete information is received?</b>	Respondents will be informed by Coast Guard that they meet the minimum training requirements.
<b>For additional information, contact—</b>	Your local Regional Examination Center (REC), or the National Maritime Center (NMC). <ul style="list-style-type: none"> <li>• For REC info, visit— <a href="https://www.dco.uscg.mil/nmc/recs/">https://www.dco.uscg.mil/nmc/recs/</a>.</li> <li>• For the NMC, visit— <a href="https://www.dco.uscg.mil/nmc/">https://www.dco.uscg.mil/nmc/</a>.</li> </ul>

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 Coast Guard estimates that the average burden per response for this report varies per information collection—about 10 minutes for a student record/course completion certificate; 31 hours for a course approval request; and up to 206 hours for Quality Standards System (QSS) manual development, 9 hours for an annual QSS review, and 10 hours for a periodic QSS audit. You may submit any comments concerning the accuracy of this burden estimate or any suggestions for reducing the burden to: Commandant (CG-MMC), U.S. Coast Guard Stop 7509, 2703 Martin Luther King Jr Ave SE, Washington, DC 20593-7509 or Office of Management and Budget, Paperwork Reduction Project (1625-0028), Washington, DC 20503.