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| 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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| Who must comply? | Merchant mariner training schools teaching approved courses. |
| What is this collection about? | This information is used by the Coast Guard to ensure training courses and programs meet minimum standards for approval. |
| Where do I find the requirements for this information? | Title 46 CFR Part 10 is available at— https://www.eCFR.gov , select TITLE 46 – SHIPPING, and follow it to Part 10, Subpart D. |
| When must information be submitted to the Coast Guard? | When a merchant mariner training school requires course approval from the Coast Guard. |
| How is the information submitted? | In writing or electronically via e-mail to NMCCourses@uscg.mil . For guidance on submissions, see— https://www.dco.uscg.mil/nmc/training_assessments/ . |
| What happens when complete information is received? | Respondents will be informed by Coast Guard that they meet the minimum training requirements. |
| For additional information, contact— | Your local Regional Examination Center (REC), or the National Maritime Center (NMC). <ul style="list-style-type: none"> • For REC info, visit— https://www.dco.uscg.mil/nmc/recs/. • For the NMC, visit— https://www.dco.uscg.mil/nmc/. |

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.