

# Course / Seminar Registration Form

Course / Seminar Title \_\_\_\_\_ Date: \_\_\_\_\_

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Nick Name:  User Preferred

Address \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_ - \_\_\_\_\_ Cell: \_\_\_\_\_

Phone: \_\_\_\_\_ Under 18  No  Yes

Email: \_\_\_\_\_

USPS members enter your certificate #.  
If you are not a member, enter your little e #.  
If have neither, enter NA.

Note: The above information is required to obtain the eBook for the seminar. This information is also needed to give you credit for the course or seminar. Please be sure it is correct.

## Instructions:

- 1) Fill out this form
- 2) Save this form on your computer
- 3) Email the saved form as an email attachment to:  
ABCValleyForgeCourses@gmail.com

**This document provides the disclosure statement regarding use of collected information for participation in United States Power Squadrons (USPS) courses and seminars, and post-course communications.**

Student information is required for presentation to government agencies who in turn may issue operator certifications, for retention in USPS secure computers for use when state agencies request course completion information, and in the event replacement documentation of a course completion is required.

Information shared with state government agencies is tailored to the state's requirements for issuing recreational boating operator permits or licenses. The date of birth (DOB), height, hair and eye color are required to meet current positive identification requirements. Positive identification requirements may be expanded to include submission of the student's photograph. Group photography of classroom events coincident to the course or seminar may be taken for public relations purposes, and include all students. The signature of the parent or guardian is required as approving inclusion of the minor-aged student in such photography.

Information is collected regarding how the student found out about the course or seminar to help with selection of the most beneficial venues for course and seminar advertising. Demographic information about the student's boat type and size is collected to help us determine the best focus for our courses and seminars, leading to education which meets the needs of the students. These items are only for internal USPS use.

**Agreement to the foregoing and the necessary approval for minor-aged students to participate in USPS courses is considered granted if the parent or guardian signs this form in the space on the front of this form.**

The USPS may additionally use the course completion information when promoting membership in the organization, and may share the contact information with USPS Partners who are listed on the USPS Home page, [www.usps.org](http://www.usps.org). USPS promotions may include membership for minors as an "apprentice" in USPS University and/or free six-month membership in an USPS squadron. The computer program will recognize minor-aged students and automatically check the OPT-OUT box on the front of this form. This action blocks future post-class communications by USPS and its partners.

**The parent or guardian may authorize these types of communications and ask the Squadron Education Officer or Course administrator to remove the check in the HQ800 OPT-OUT box.**