



National Association of State Boating Law Administrators
APPLICATION for REVIEW and APPROVAL or RE-APPROVAL of a
BOATING SAFETY EDUCATION COURSE

OFFICIAL (STATE and NASBLA) USE ONLY

Questions, comments, or concerns about specific course content/text should be directed to the course provider.

NASBLA Review: _____ Meets Standards 1-7 and 9
 NASBLA Education Director _____ Date _____ Does Not Meet Standards 1-7 and 9

State Review: _____ Meets Standard 8
 Signature _____ Title _____ State _____ Date _____ Does Not Meet Standard 8

Additional State Requirements or Restrictions _____

Completed application packets and questions regarding the NASBLA National Boating Education Standards may be directed to the NASBLA Education Director (Gail Kulp) at: 1500 Leestown Road, Suite 330, Lexington, KY 40511-2047, Phone: 859.225.9487 E-mail: gail@nasbla.org

Note: After original NASBLA review, and satisfactory review by a state, a letter of NASBLA approval will be forwarded to the course provider, the state, and the U.S. Coast Guard Office of Boating Safety. Course Providers are responsible for contacting the respective State Boating Law Administrator (BLA) for acceptance, endorsement, or recognition requirements and submitting the course to the state(s) for review.

Check the appropriate box for the type of review you are requesting:

- Original review request
- Additional state review (for currently-approved courses)
- Re-approval request
- New provider using currently-approved course

Section 1 – Contact Information

Course Title: _____

Course Sponsor/Provider: _____ Contact Person: _____

Address: _____ City _____ State ____ Zip _____

Phone # _____ Fax #: _____ E-mail _____

Section 2 – Course Format

Check All that Apply

- This course is classroom based.
- This course is home study.
- This course is Internet based.

For review purposes, all submissions must be in a printed format.

Section 3 – Application Checklist

The following information and materials are required for original review, re-approval, and new provider requests only. Additional state reviews need only to submit a copy of this application with the signature of the state reviewer on the first page to NASBLA.

- Include the appropriate application fee in accordance with the fee schedule posted on the NASBLA website. Please make checks payable to NASBLA.
- Submit a copy of all course materials to the NASBLA Education Director. Provide a copy of any supplemental handouts or materials used in the course as well. If the course is online, a paper version must be submitted first and, after review of the written materials, a link and log-in code to the online version must be provided for online review.
- The course text must be presented in paragraph form, not outline form with supplemental diagrams, graphics or photographs which have been created to engage target markets.
- List the title and producer of any videos used in the course. You may need to submit a copy of the item(s) if NASBLA does not already have a copy on file.
- Submit a completed copy of the NASBLA Education Standards Checklist.
- Complete Appendix A to show the goals and learning objectives for the course and estimate the length of the course, in hours.
- Submit a copy of the final exams for classroom courses or the complete exam pool for online courses according to the NASBLA Terms & Conditions document. (See Appendix D and complete Appendices E and F.)
- Indicate the reading comprehension level for the course – see Appendix H.
- Submit a written Examination Integrity Plan in accordance with Standard 9. See Appendix C.
- Indicate the passing score for your examination. _____%
- Submit a signed copy of the NASBLA Terms & Conditions document for NASBLA Course Approval.
- Submit a copy of the Course Certificate of Completion. If this course is approved, you will be given authorization to display the NASBLA logo. The course certificate of completion must include the recently updated NASBLA logo, and the language "Course Approved by the National Association of State Boating Law Administrators, and recognized by the U.S. Coast Guard." The course completion certificate should also identify the state for which the course was presented. .
- Will this course be presented in more than one state? ____ Yes ____ No

Section 4– Course Provider Release Statement

Scope of NASBLA Review: NASBLA reviews submitted courses for Standards 1 through 7, inclusive, and 9. A successful Standard 8 review must be obtained from the official in the state where the course is proposed to be taught. NASBLA makes no representation that any state review will occur, the decision for which rests solely with each state. Final Course Approval requires both the NASBLA approval and the state approval. The fee submitted with this application applies to the NASBLA portion of the review process only. No refund will be made due to individual state action or inaction.

Warranty of Content: By submitting this application for course approval, Applicant represents and warrants to NASBLA that all course content is either (a) original material, including all text, pictures, drawings, and other intellectual content, such that Applicant has or is eligible to copyright same in its name, or (b) material which is in the public domain and is not subject to copyright(s) held by others.

Signature of Course Provider

Date