



NATIONAL ARCHIVES AND RECORDS ADMINISTRATION PROFESSIONAL DEVELOPMENT DISTANCE LEARNING PROGRAM REGISTRATION

SECTION 1. CONTACT INFORMATION

1. NAME	3. PHONE NUMBER
2. TITLE	4. EMAIL ADDRESS

SECTION 2. EDUCATION INSTITUTION/ORGANIZATION INFORMATION

5. EDUCATION INSTITUTION/ORGANIZATION NAME		
6. ADDRESS LINE 1		
7. ADDRESS LINE 2		
8. CITY	9. STATE	10. ZIP CODE

SECTION 3. DISTANCE LEARNING INFORMATION

11. SELECT A DISTANCE LEARNING PROGRAM	13. SELECT A TIME ZONE	
12. CONNECTION PREFERENCE Webcam/Computer/Desktop Web Conferencing Software Traditional Video Conferencing Equipment/IP (H.323) Connection Unsure	14a. PREFERRED DATE 1	14b. PREFERRED TIME 1
	15a. PREFERRED DATE 2	15b. PREFERRED TIME 2
	16a. PREFERRED DATE 3	16b. PREFERRED TIME 3

SECTION 4. PARTICIPATING GROUP INFORMATION

17. NUMBER OF PARTICIPANTS	20. SPECIAL NEEDS ACCOMMODATIONS Yes No
18. OCCUPATION	
19. GRADE LEVEL	

SECTION 5. COMMENTS OR QUESTIONS

21. ENTER YOUR COMMENTS OR QUESTIONS HERE

CONNECT WITH THE NATIONAL ARCHIVES

Yes	No	Would you like to receive emails about new teaching tools, lesson plans, online activities, field trips, professional development, and primary sources via our Education Updates blog?
Yes	No	Would you like to receive emails about upcoming distance learning programs?

PRIVACY ACT NOTICE & PAPERWORK REDUCATION ACT PUBLIC BURDEN STATEMENT

Collection of this information is authorized by 44 U.S.C 2104. The information you provide to NARA on this form will be used to manage attendance, registration and communication for and about NARA's learning program. This information is necessary in order to efficiently administer the program. Completing this form is voluntary. If you do not provide this information, NARA may not be able to process your request to participate in our education events and distance learning opportunities. In accordance with the Privacy Act, 5 U.S.C. 552a(e)(4)(D), NARA may disclose this information to: appropriate Federal, state, local, or foreign agencies when needed for civil, criminal, or regulatory investigations or prosecution; in response to a request from another Federal agency or Congress; to a NARA consultant, agent, or contractor to the extent necessary for them to assist NARA in the performance of its duties; or in accordance with any other "routine uses of records" listed in the Privacy Act System of Records Notice NARA 5, "Conference, workshop, and training course files."

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