



ADVANCED FORMAL A and BEYOND TRAINING PROGRAM

***** Application Form *****

The following applicant from NALC Branch # _____ would like to attend the “Advanced Formal A and Beyond” training program to be held at the Maritime Institute in Linthicum Heights, MD in 2025 if possible.

Name: _____ Cell Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail address: _____

Criteria Requirements:

1. Applicants must have some experience presenting grievances at the Formal Step A level of the grievance procedure. Currently a Formal A representative? yes ___ no ___
2. Years/months of experience as a Formal Step A representative _____
3. Applicants must be able to bring a laptop computer that is compatible with Microsoft products.

Participants will be selected based on availability and consideration will be based on the above requirements and the needs of the branch. Once selected, participants will be notified they have been selected and will be provided with further details and payment deadline information.

The cost of attending this training will be the branch/participant’s responsibility.

The NALC has secured a rate of \$281.04 (single occupancy) or \$420.72 (double occupancy), per day, based on a five-night stay at the Maritime Institute for 2025. This includes a room, all meals, and refreshments during breaks. The total cost of this training (for 5 nights) is \$1,405.20(single) or \$2,103.60 (double). Arriving on Saturday for the additional computer training is optional and more details will be provided once selected for the class. To include the additional night, this adds one night stay for a total of \$1,686.24 (single) or \$2,524.32 (double occupancy).

Please do not make travel arrangements until you are officially notified that you have been selected to attend the “Advanced Formal A and Beyond” training program.

(Please select a preference): March 1-7, 2025 September 13-19, 2025

If you are not selected for, or are unable to attend the classes in 2025, do you wish to be considered for future classes? YES NO

I certify that I meet the above-referenced criteria needed to attend this training program.

Applicant’s Signature _____

Mail completed form to: NALC Vice President James D. Henry
100 Indiana Ave. NW
Washington, DC 20001-2144