



**Parks, Recreation
and Historic
Preservation**

**APPLICATION FOR APPRENTICE MASTER
LICENSE**

NOTE: PLEASE READ ALL INSTRUCTIONS on reverse side before completing this form

(1) Name and Address of Applicant (print clearly and legibly) Last Name First Name M.I. Street Address City/Town State Zip Code Home Phone # (required)	(2) Date of Birth 	(3) Type of Identification
(4) Type of License Currently Held: New York State: USCG: _____ Issue No. _____		
(5) Name of Company for whom you will work for: 		

(6) Experience (Use remarks section on reverse if necessary)							
Vessel Name	Position	Crew	Mate	Captain	Number of Seasons	Propulsion	Size(ft.)
_____		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
_____		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
_____		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
_____		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____

(7) Character	YES	NO
Except for minor traffic violations have you ever been convicted of a violation of the law? (A yes answer does not necessarily preclude you from licensing with this agency.) You must disclose violations, misdemeanors, and felony convictions including all DWI and DWAI convictions. You should answer NO if you have had a conviction sealed by a court, the offense resulted in a youthful offender adjudication, or if it was adjourned in contemplation of Dismissal (ACOD) and the adjournment period has ended.	<input type="checkbox"/>	<input type="checkbox"/>
If you answered yes to this, list ALL violations(s) or crime(s) of which you were convicted and date(s) of the convictions on the reverse side of this form.		
Are you currently on parole or probation? If Yes, please explain on the reverse side.	<input type="checkbox"/>	<input type="checkbox"/>
Are you currently awaiting trial on any criminal charge? If Yes, please explain on the reverse side.	<input type="checkbox"/>	<input type="checkbox"/>
Are you currently on deferred adjudication? If Yes, please explain on the reverse side.	<input type="checkbox"/>	<input type="checkbox"/>

(8) Applicant Signature I certify that the information on this application is true and correct to the best of my knowledge. I understand that my failure to disclose important information that may affect my abilities to safely operate a vessel will result in suspension or revocation of my license. _____ Signature _____ Date _____ E-mail (optional)	FOR INSPECTORS USE ONLY Temporary License Issue Record Action Taken: <input type="checkbox"/> License Granted Date: _____ Waiver Granted? (give details in remarks) <input type="checkbox"/> Written Test <input type="checkbox"/> Practical Exam LICENSE DENIED (check reason, give details in remarks as necessary) <input type="checkbox"/> Lack of experience <input type="checkbox"/> Failed practical exam Date of failure: _____ REMARKS: _____ _____ _____ INSPECTOR: _____
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REMARKS SECTION

Use this section to explain or provide amplifying information to items checked on the front of this form. This section should also be used to provide any additional information you feel will better describe your background, education or experience.

INSTRUCTIONS

Block 1: Provide your name as it appears on your driver license, passport or USCG license. The address you provide should be the one where you may be contacted for information regarding your license in the future. It is also the address to which the license will be sent unless you are employed by a person or company who is paying for the license.

Block 2: Enter two digits each for the month, day, and year of your birth. For example, a birth date of August 2, 1961 would be entered as 08 02 61. Applicants seeking an apprentice master license must be at least twenty-one years of age at the time of application.

Block 3: Please specify the type of identification, driver license or passport, you will attach to this license to verify your identity.

Block 4: Enter the type of license(s) that you currently possess. Attach a copy of your active USCG license; depending on the format of your license front and back or all pages. This application will not be accepted without copies of your last USCG license.

Block 5: Indicate the name of the person and/or company that you intend to be working for.

Block 6: Enter a summary of your last 5 marine related jobs. Use the remarks section on the back for additional information that may better describe your marine background. Enter the type of propulsion of the vessels served on. Was it motor steam or sail, single screw or twin screw, paddle wheel, or auxiliary sail?

Block 7: A yes answer to any of these questions requires a detailed explanation. A yes answer does not necessarily mean that you will be denied a license. The inspector may, however, require additional information and/or documentation to be certain that the nature of the problem or reason for the conviction will not create a risk to passengers of your vessel or for other vessels on the water. Failure to answer these questions constitutes grounds for denial of license.

Block 8: SIGN AND DATE THE APPLICATION!! The application will not be accepted without a signature.

Send this application and all required paperwork to:

NYS Parks
Marine Services Bureau
Albany, NY 12238

If this is your first license issued by this office you must also send a check for \$20 made out to "NYS Parks" along with this application.

Obtaining a New York State Public Vessel License with a USCG License.

1. Persons holding a USCG license that wish to obtain a Joint Pilot & Engineers License or Apprentice Master License for Public Vessel must:

- a. Complete and submit an Application for License to the Bureau of Marine Services*
- b. Provide a copy of their drivers license*
- c. Provide a copy of their USCG license, front and back if applicable*
- d. List applicable marine experience.*
- e. Submit a letter from the owner of the boat indicating their interest in having you as a licensed operator for their PV.*

2. At the discretion of the inspector an applicant with a USCG license may be exempt from a written exam. Reasons for requiring the exam may include, but not limited to, lack of experience on one's license, or no boating experience in New York waters.

3. Upon receiving an apprentice master's license you will be required to train under the supervision of a licensed master for that boat for a required number of hours. Depending upon your experience on like-sized boats you may be asked to make a minimum of 20, 30 or 60 trips under the guidance of a licensed Master on the vessel for which you are seeking a master's license. This office will start counting your hours after you make application to this office. Hours trained prior to the issuance of an Apprentice Master license will not be considered as applicable.

<i>USCG license, similar boat experience</i>	<i>20 trips</i>
<i>USCG license, 1st issue, or no experience</i>	<i>30 trips</i>
<i>JP&E license only</i>	<i>60 trips</i>

4. New York State Navigation Law requires a marine inspector to examine the qualification of an applicant prior to issuing a license. In New York State this office believes that on a larger vessel a practical exam rather than a written exam is better determinant of a person's qualifications to safely operate a public vessel. Once you have completed the required number of hours and the owner is confident in your abilities the owner of the boat shall contact this office in writing to request a practical exam.

5. Your practical exam will be on the boat you are to be licensed for. It may be a regular scheduled trip with passengers, or a special trip for the purpose of testing, with just a few crew members. In either case, a licensed master must be on board during the exam. Your exam will consist of your knowledge of the boat, the water you are operating on, fire and emergencies, man overboard, docking and undocking and seamanship.