

How to Resolve a Missing Proof of Residency Status AI Letter

If an applicant receives an Awaiting Information (AI) letter from the National Maritime Center (NMC) indicating that there is no proof of legal U.S. permanent residency or alien status, (which should come from the Transportation Security Administration [TSA] to the Coast Guard via the Transportation Worker Identification Card [TWIC] application), please provide an original, unexpired foreign passport and an original of any one of the following items to the NMC by fax, mail, or e-mail:

- 1) Permanent resident card (form I-551) issued by U.S. Citizenship and Immigration Services bearing the certification that the holder was admitted to the United States as an immigrant
- 2) A declaration of intention to become a citizen of the United States issued by a naturalization court
- 3) A certificate issued by the consular representative of the country of which the holder is a citizen or subject.

After the proof of permanent lawful residency/nationality has been accepted at the NMC, the Merchant Mariner Credential application will be forwarded for further processing.

Please do not contact NMC for TWIC issues. The NMC does not determine TWIC eligibility or issue TWICs. The TSA is the agency controlling TWIC eligibility and issuance.

The Coast Guard allows up to 90 days from the date of the AI letter for the required documentation to be submitted. After 90 days the application will be closed and the \$45 issuance fee will be refunded.