

# International Traffic in Arms Regulation (ITAR) Overview

Does your company export commodities, technical data or software programs that are controlled under ITAR?

Is your company required to be registered with The U.S. Department of State? These and many more questions will be answered in this eight hour overview course, co-sponsored by the North Alabama International Trade Association (NAITA). Industries involved in firearms, military explosives, aircraft, aircraft parts, protective clothing, etc. are usually aware of the regulations. However many companies who manufacture or distribute specifically designed or modified parts and components for military end use are not.



The course will provide participants with knowledge of the regulations and a company's responsibilities for ITAR regulated exports. Non-compliance with these export regulations can cost time and money and can result in significant penalties including Customs detentions and seizures, fines and suspension from conducting international business, delays in shipping, and loss of customers.

As a participant, you learn about commodity jurisdiction, registration, licensing, shipping, record-keeping, and reporting requirements. Gain detailed information on exercises on determining what falls under ITAR, license applications, use of D-Trade, information required for AES filing, and how to register with the U.S. Department of State. You obtain the skills and information necessary to become fully knowledgeable of ITAR requirements.

## Course topics include:

- Bureau of Industry and Security (BIS), Office of Foreign Assets Control (OFAC) and other agencies
- The objectives and concepts of the International Traffic in Arms Regulations (ITAR)
- Roles U.S. State Department's Directorate of Defense Trade Controls (DDTC), and Immigration and Customs Enforcement (ICE)
- Which companies/products are subject to ITAR
- Violations, Penalties and Administrative Procedures
- Manufacturing License Agreements (MLAs)
- The United States Munitions List (USML)
- The License Application and Attachments
- Technical Assistance Agreements (TAAs)
- Exemptions to Licensing Requirements
- Computer Software under ITAR
- Defense Articles and Services
- Registration Requirements
- Advisory Opinions
- Definitions

## Who should attend:

- Personnel involved in:
  - International Sales and Marketing
  - International Customer Service
  - Transportation and Logistics
  - Compliance
- Legal/Contract Administrators
- Freight Forwarders
- Product Engineers and Designers
- Chemists
- Purchasers

All attendees will receive a current copy of the ITAR regulations. Register online at [www.ConEd.uah.edu](http://www.ConEd.uah.edu) or 256.824.6010.



Feb 17 & 18 • C2509310 • 8am-Noon  
UAH Campus, Madison Hall Room 308  
\$375 / \$325 for NAITA members

**UAHuntsville**  
The University of Alabama in Huntsville



# Division of Continuing Education

## Policies

**Cancellation Policy** - Failure to attend a non-credit course does not constitute withdrawal. The UAHuntsville Continuing Education (UAH CE) Registration Office must be notified directly. If withdrawal is made by the student at least one work day prior to the course beginning, a complete refund will be obtained. Participants who fail to attend a course without notifying the Registration Office will be responsible for the entire course fee.

**Non-Credit Registration and Payment Policies** - Payment or written employer billing authorization is due at registration. A copy of your company purchase order, tuition voucher, or other billing authorization is required. Mail or email to the UAH CE Registration Office. You will receive a confirmation notice after receipt of your registration. Please review your confirmation carefully for the latest course information.

**Continuing Education Units (CEUs)** - UAHuntsville awards Continuing Education Units based on one CEU for every 10 instructional hours. To successfully complete the course and receive CEUs, you must attend 80% of the scheduled class meetings. A certificate is presented to each person who successfully completes a course. Transcripts are available from the UAH CE Registration Office upon written request for \$4 per transcript.

**Tax Deduction** - Treasury regulations may permit an income tax deduction for educational and training expenses (registration fees, travel, meals, and lodging) undertaken to maintain and improve professional skills.

**Course Cancellations** - Non-credit courses are self-supporting; therefore, classes are subject to cancellation if there is insufficient enrollment. In the event of a course cancellation, a student has the option of applying fees paid to another course or receiving a complete refund of the course fee.

**Services for Students with Disabilities** - UAHuntsville Disability Support Services (DSS) provides special accommodations for students with disabilities. Individuals may contact DSS at 256.824.6203 (Room 113 University Center or [www.uah.edu/counseling/disability](http://www.uah.edu/counseling/disability)) at least one month prior to the start date of class to allow advanced preparation to provide assistance. Official documentation of stated disability is required.

**Misprints** - UAH CE shall not be held responsible for misprints (typos) with regard to course fees, dates, etc., in printed or electronic media. We apologize for any inconvenience this may cause you.

**Inclement Weather** - If The University of Alabama in Huntsville closes due to inclement weather, UAH CE Professional Development classes will not meet. Check local radio and television broadcasts for closing announcements.

**Campus Parking Regulations** - For on campus courses lasting less than 15 weeks, a parking permit is included in the course fee and will be issued at the opening session of class.

## 5 Easy Ways to Register

Registration Office Hours 8:15am - 5pm, Monday - Friday.

**Phone** 256.824.6010 or 800.448.4031 between 8:15 am-5 pm (CST), M-F.

**In Person** at Madison Hall, Room 316 on the UAHuntsville campus.

**Fax** a completed registration form to 256.824.6760.

**On-line** at [www.ConEd.uah.edu](http://www.ConEd.uah.edu)

**Mail** a completed registration form to:

UAH Division of Continuing Education  
Madison Hall, Room 316  
Huntsville, AL 35899-0650

**We Accept**



**and company Purchase Orders**

UAHuntsville will be closed December 24-31, 2008, January 1, 2009, and January 19, 2009.

Circle one: **Dr.** **Mr.** **Ms.**

**Registration Form**

Name \_\_\_\_\_  
First Middle Last

Address \_\_\_\_\_  
 Home  Business

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Company Name \_\_\_\_\_

Phone: Daytime (\_\_\_\_\_) \_\_\_\_\_ Alternate (\_\_\_\_\_) \_\_\_\_\_

Fax (\_\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

**Method of Payment:**

Check enclosed. Make checks payable to: UAHuntsville Continuing Education

VISA  MasterCard  Discover  American Express (No other cards accepted.)

Card No. \_\_\_\_\_ Exp. Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Cardholder's Name \_\_\_\_\_ Signature \_\_\_\_\_

Bill my organization

Purchase Order # \_\_\_\_\_ Attn: \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

| SESSION NUMBER                    | COURSE TITLE                                    | FEE   |
|-----------------------------------|---|-------|
| <input type="checkbox"/> C2509310 | INTL Traffic in Arms Regulation (ITAR) Overview | \$375 |

**NAITA Member Discount**

C2509310 INTL Traffic in Arms Regulation (ITAR) Overview \$325

TOTAL \_\_\_\_\_

UAHuntsville Disability Support Services (DSS) (voice/TDD 256.824.6203) provides for students with disabilities. Details under Policies.

## Specialized Management Training

with a **Federal Government Focus**

Call us at 256.824.6015 or visit our web site at [www.ConEd.uah.edu](http://www.ConEd.uah.edu) for information on programs available in

**Federal Contract Management Essentials • Federal Contract Management Specialization  
Purchasing and Supply Chain Management • Federal Proposal Management • Project Management**

*professional*  
**Development**  
An Affirmative Action/Equal Opportunity Institution

**UAHuntsville**  
The University of Alabama in Huntsville

pdinfo@uah.edu  
[www.ConEd.uah.edu](http://www.ConEd.uah.edu)  
824.6015 or 1.800.448.4035