



ROW Training Request

Contractor or Company Name		Date of Request
Point of Contact (POC)	POC Phone Number	POC Email

Class Information

- The MBTA Training School has campuses located in South Boston, Charlestown, and 10 Park Plaza 4th floor Room 4510
- **Safety Vests** are required at the South Boston Campus
- Requests must be approved by the MBTA Training Department prior to attendance, **no walk-ins will be permitted.**
- A confirmation email will be sent with training date and location.
- Classes for the **initial eight (8) hour training** are on **Monday, Wednesday, and Friday** from **7:00am-3:00pm.**
- After the initial training, attendees who successfully complete the class will receive a ROW license that allows the individual to work on the MBTA's ROW for **two (2) years** after which online ROW recertification is required.

Attendees (Limit of 5 persons per class)

Please list the name and contact information for any individuals requesting attendance to ROW training.

	Full Name	Date to attend	Time	Initial
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				

Please be prompt for all classes as attendees can and will be turned away for tardiness.

Requirements

- Attendees must bring a valid photo ID to attend class.
- A written test with a passing grade of 70% (corrected to 100%) is administered, as well as the requirement of filling out a checklist that is kept on file. If attendees are unable to pass the test, the training must be repeated.
- A ROW Rulebook will be given to each attendee (sign-off required) attending the initial (8) hour ROW training.
- Please refer to the FAQ for more information.

Please contact the Subway Training Department at **(617) 222-5377** or **MBTAROW@mbta.com** for further information.