Diploma in
Ship Surveying
2019/20

supported by
The Distance Learning Experts
Since its formation the Maritime Training Academy has been successfully providing specialist, expert training to marine professionals around the globe.

In recent years the Academy has significantly grown, offering an ever expanding training portfolio across several sectors of the maritime industry, from Superyachts to Shipping and Marine Surveying.

Delivered by distance learning our courses are managed and run by established professionals within the maritime industry. We are constantly pushing back the boundaries of knowledge with discoveries that are benefiting the industry.

Due to our rigorous academic standards our qualifications are highly respected internationally.

Outstanding Teaching
Our study material is written by industry experts, actively working in their specialist fields. We provide outstanding teaching as a result of extensive research and close links within the maritime industry. Our tutors are practising professionals with strong academic and industry backgrounds, with sector-specific skills and practical experience.

World-Class Learning
The inspiring thing about studying with us is not just what you learn but how you learn. We have taken flexible learning to a whole new level. We will connect you with the things that inspire you, wherever you are and wherever you come from. Providing high quality distance learning enables you to learn in your own time, at home, on-board or wherever you choose. We are not campus based – reading material is supplied for assignments with regular support from your tutor. We’ll challenge you, inspire you, stretch your understanding and make you question ideas that you’ve always taken for granted – it’s truly world-class learning.

Excellent Support and Guidance
You’ll enjoy full support throughout your studies, with module tutors to guide, advise and offer comprehensive feedback on your course work. Support is offered by MTA staff and fellow students at tutorials, or as part of the global community of students who can be reached through online student forums and social media sites.

International Recognition
Our long established distance learning courses are endorsed by industry associations and our Diplomas are also recognised by the University of Portsmouth.
Course Director

Ian Biles
Managing Director at
Maritime Services International

Ian has led MSI to become one of the world’s leading surveying companies. Ian’s qualifications include: Master Mariner, RYA Yachtmaster Ocean, Naval Architect (BEng Ship Science) and Business Management (MA Business Management).
Ship Surveying

Our unique Ship Surveying Diploma is the most advanced distance learning course available in within this specialist field.

About the Course
This unique course provides outstanding teaching as a result of extensive research and close links with the surveying industry. With this course you will develop your knowledge of Ship Surveying, enabling you to conduct a survey with effectiveness and efficiency.

Module subjects include essential law, safety and operational surveys, incident and accident investigation along with other essential subjects such as writing the survey report and flag and port state control inspections.

Detailed information on module content is available at maritimetrainingacademy.com

Course Structure
LEVEL ONE – Diploma or Certificate
LEVEL TWO - Practical Surveyor’s Log Book (SLB)
Pre-requisites: Students who have passed the MTA Diploma in Ship Surveying or Yacht and Small Craft Surveying. Other equivalent Diplomas will be considered on a case by case basis.

LEVEL THREE - Peer Review
Pre-requisites: Students need to have completed the Surveyor’s Log Book and submitted this along with relevant supporting evidence to the Peer Review Committee at least 3 months prior to the Peer Review.

Who’s the course suitable for?
The Diploma in Ship Surveying is suitable for marine surveyors and people working in related areas that wish to learn about this topic. Ideal for the seasoned professional looking to update their knowledge.

How to Enrol
Register as early as you can for a 1st April 2019 start. The registration period will be kept open until the 30th September 2019. Students can start from the point of enrolment after the 1st April 2019.

Complete the application form and send with your payment for the Course to:
MTA, Peel House, Upper South View, Farnham, Surrey, GU9 7JN England.

Course Enquiries
+44 (0)1252 739779
courses@maritimetrainingacademy.com
maritimetrainingacademy.com

I found the Maritime Training Academy course for the Diploma in Ship Surveying to be excellent. It covered all the elements I was looking for with thoroughness and clarity. The modules were written in a no-nonsense, down-to-earth manner.

Jeremy D Flebbe
Senior Technologist SNC Lavalin Defence

maritimetrainingacademy.com
Examinations for Diploma Students
Students have two dates to choose from.

Dates: April 2020 or October 2020
Venue: UK

Overseas students: For overseas students unable to attend our UK examination centre, alternative arrangements can be made to sit the exam in their country of residence. Any additional fees involved will be the student's responsibility.

Commencement Date
1st April 2019

Duration
Minimum of 12 months from the course start date.

Course Completion Dates
April 2020 and October 2020

Course Fees
Diploma - £2,750.00
This covers the 12 modules as pdfs, student assignment marking, examination costs and the issuing of a Diploma.

Certificate - £1,950.00
This includes the 12 modules as pdfs and marking of the student assignments.

Individual Modules
£250 - Module content only.
£400 - Module content, assessment and certification.

Payment Plan
Please contact us for further details of how the course fees can be split into smaller instalments.
Course Syllabus*

Ship Surveying

» Introduction
- An overview of the shipping industry
- Vessels
- Cargoes, passengers and other in the industry
- The regulation of the shipping industry
- Commercial law and International trade
- Marine Insurance
- Ship management
- Marine surveying

» Essential Law
Part One
- Legal concepts
- The law of contract
- The law of tort (negligence)
- Liability in contract and tort
- Responsibilities
- The expert witness and the law of evidence
Part Two
- Admiralty law and jurisdiction
- International maritime law
- Shipboard documentation
- Codes of practice for commercially operated yachts
- The flag state
- Collision, and salvage
- Pollution
- Marpol
- Chartering
- Pilotage
- Governmental control of shipping
- Health and safety on board ship
Part Three
- Types of insurance cover
- Claims and the surveyor

» The Different Types of Survey
- Damage surveys
- Hull and machinery
- Grounding
- Surveying fire damage
- Cargo surveys
- Personal accident and injury
- Audits and compliance inspections
- ISPS Code
- SIRE (Ship Inspection Report) vessel inspection questionnaires for oil tankers, combination carriers, shuttle tankers, chemical tankers, and gas carriers
- CDI (Chemical Distribution Institute)
- Cargo pre-loading survey
- Fitness for purpose survey
- Towage
- Heavy lift
- Tie down
- Other types of survey
- Bunker surveys

» Safety and Operational Surveys
- A definition of surveying
- International safety standards
- Flag state safety standards
- Introduction to safety standards
- An Introduction to Safety Surveys
- Life saving appliances
- Fire protection, detection and extinction
- Navigational aids and equipment
- The role of classification societies with safety surveys

» Incident and Accident Investigation
- The background to marine incident and accident investigation
- The human factor in incident investigations
- Initial actions in an investigation
- Managing the investigation
- Witnesses and interviews
- Collecting physical evidence
- Human factors
- Analyses, tools and techniques
- Developing conclusions and making recommendations
- Witness interviewing
- The cognitive interview

» Surveying Engines and Ship Systems
- Diesel engines
- Ancillary systems
- Steam plant
- Power transmission
- Control systems
- Anti pollution
- Pumps
- Filters and filtration
- Emergency systems
- Refrigeration
- Electrical systems
- Deck machinery
- Hatch covers
- Units

» ISM and ISPS
- A short history of maritime safety
- International safety management (ISM) Code
- Health and safety on board ship
- Civil and criminal liability
- The code of safe working practices regulations

» Warranty and Insurance Surveys
- Marine insurance
- Warranty
- The different types of warranty survey
- Tugs and towing equipment
- Insurance damage survey
- Collision, speed and angle of blow

» Cargo Surveying
- What is cargo surveying?
- Surveying tools
- Pre-survey requirements
- Duties of a cargo surveyor
- Documents required
- Terms of sale of goods and their transport insurance
- Mode of transportation
- Forms of conveyance of goods
- Types of packaging
- Types of cargo
- Resolution of claims
- Determination as to how / where loss occurred
- Report writing
- Hague-visby rules
- Role of a claims / loss adjuster
- Health and safety issues

» Flag and Port State Control Inspections
- Port state control
- Regions and co-operation between port states
- Port state control inspections
- Deficiencies and detentions
- Commercial implications of port state detentions
- Maritime labour convention

» Surveying the Hull Structure
- Ships’ structure
- Structural strength
- Main structural components
- Use of ships’ plans
- Determination of condition or extent of damage
- Calculation of steel weight and repair cost
- Presentation of information
Enhancing Careers for a Brighter Tomorrow

- Boatyard and Marina Operations
- Health and Safety in Ship Operations
- LNG Shipping
- Marine Insurance Claims
- Superyacht Surveying
- Tanker Operations
- Technical Ship Management
- Yacht and Boat Building
Terms and Conditions

The Course
Teaching Method: Our courses are delivered by distance learning, unless otherwise stated.

Course Duration: Commencing April 2019 you have a minimum of 12 months to complete the modules and sit the exam.

Course Material
Course Language: Our courses are conducted entirely in English, in verbal and written format.

Delivery of Modules: Available online via your secure student login.

Every effort will be made by the organisers to upload the modules monthly but due to unforeseen circumstances they cannot be held liable for any delays.

Presentation: The modules provide the basic knowledge for the whole course. Each module is designed to be self-contained. However, we highly recommend that candidates make every effort to increase their knowledge by reference to other sources.

Recommended Reading: A reading list will be provided where applicable.

Access: You agree not to access the Course Material for any reason other than for your personal use and solely for the purpose of study. You agree not to distribute any part or parts of the Course Material in any medium without MTA’s prior written authorisation.

On accessing the course material all fees under this agreement become payable.

Student Assignments
Student Assignments: One submitted with each module. They are a compulsory element of the course and must be completed six weeks prior to the exam.

Self-Assessed Questions: Some modules contain self-assessment questions designed to help candidates consolidate their knowledge.

Studying Time: We recommend 10 to 30 hours study time per module, with additional time being set aside for completing the student assignments.

Tutor Support
Tutorials: There will be two tutorial seminars held in April 2020 and October 2020. They are not compulsory but are beneficial and are an excellent opportunity to meet fellow students, the Course Director, authors and tutors.

Tutors & Authors: To support you during your studies, tutors and authors are available to help with any questions or technical queries by e-mail and student forums.

Administration
For matters relating to enrolment, payment of fees, change of enrolment details, module mailings, please contact the Course Manager:

Tel: +44 (0)1252 739779
Fax: +44 (0)1252 732221
E-mail: info@maritimetrainingacademy.com

Examination
Examinations will be held in April 2020 and October 2020.

A 6 month deferral is also available upon application.

Exam Length: Three hour written examination.

Sitting Overseas: Arrangements can be made for candidates to sit the exam in their country of residence, subject to available support facilities.

Certificate: Students who successfully complete the compulsory student assignments, will receive a certificate.

The Marking Structure
Assignments: Constitute 27% of the final mark.

Examination: Constitutes 73% of the final mark.

Pass Mark: For the Diploma written examination is 75%. For the student assignments a minimum mark of 40% is required.
**Course Fees**

**Certificate Fee:** The basic course fee is £1,950.00. This includes the course modules as pdfs and marking of the student assignments.

**Diploma Fee:** For Diploma candidates the fee is £2,750.00. This covers the course modules as pdfs, student assignment marking, examination costs and the issuing of a Diploma.

**Printed Modules Fee:** In addition to the course PDFs, we also offer students the option of purchasing the modules in a hard copy format. Please note, this option is NOT mandatory in order to complete the course. The printed modules option is charged at an additional fee of £300.

**Air Courier Fee:** For an additional fee of £200. Recommended for candidates in areas experiencing problems with their postal system. Other overseas mail will be sent by airmail only.

**Extension Fee:** If you are unable to complete the course in the 18 months allocated from the start date, you can apply for a further 6 months extension for £250.

**Re-Registration Fee:** We offer re-registration onto the course for lapsed students at 50% of the course costs. You will have the opportunity to re-submit any student assignments or carry any existing marks forward into the new academic year to be counted towards your final exam results.

**Resit exams:** You are entitled to re-sit your exam once at a fee of £250.

**Not included in the fees:** Any travel, food or accommodation required.

**Discounts:** Available for group registrations. Please contact MTA for details. Tel: +44 (0)1252 739779 or info@maritimetrainingacademy.com

**VAT:** Will be added at standard UK rate where applicable. Please contact us for details.

**Reclaim:** Companies outside the UK may be entitled to reclaim VAT and need to contact their local tax authorities.

**Interest-Free Payment Plan**
Available to help spread the cost of your study by splitting the course fee into three interest-free payments. Please see our website maritimetrainingacademy.com for more information or contact the Account Manager on +44 (0)1252 739779

**Payment Methods**

**Payment:** Payment must be made upon application by cheque, bank transfer or credit card. Fees will be refunded in full should applications be declined.

**Cheque:** Made payable to MPI Group.

**Bank Transfer:** MPI Group bank account, National Westminster Bank, 19 Shaftsbury Avenue, London, W1A 4QQ, UK
Account Number: 06532381
Sort Code: 56-00-29

**Credit Card:** Include number, card type, issue and expiry dates, security code and address of the card holder.

**Cancellation Policy**
Cancellations can only be made in writing before the start date of the course. Course fees less an administrative charge of £500 will be refunded. After the start of a course the student becomes liable for all course fees due.

**Course content is subject to change at the discretion of the Course Director.**

**Data Protection**
We record your personal information when you contact us and use this to manage registration, study, examination and other services. When you register, we’ll tell you more about how we process and use your personal information.
Application for Enrolment

Please complete in black ink and CAPITAL letters

Personal Details

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<tr>
<th>Title:</th>
<th>Forename:</th>
<th>Surname:</th>
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<td>Sex: M/F</td>
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<td>Nationality:</td>
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<td>Country of Permanent Residence:</td>
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Education/Experience

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<th>Company/Employer:</th>
<th>Your Position:</th>
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<td>How many years industry experience?</td>
<td>Please attach a copy of your CV</td>
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Course selection & fees (please tick the course you wish to study)

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<tr>
<th>Course:</th>
<th>Diploma £2,750</th>
<th>Certificate £1,950</th>
<th>Course:</th>
<th>Diploma £2,750</th>
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<td>Boatyard and Marina Operations</td>
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<td>Shipbuilding &amp; Ship Repair</td>
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<td>Health and Safety in Ship Operations</td>
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<td>Ship Surveying</td>
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<td>LNG Shipping</td>
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<td>Superyacht Management</td>
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<td>Marine Insurance Claims</td>
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<td>Superyacht Operations</td>
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<td>Marine Pilotage</td>
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<td>Superyacht Project Management - Refit and Newbuilding</td>
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<td>Marine Salvage Operations</td>
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<td>Superyacht Surveying</td>
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<td>Maritime Law</td>
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<td>Technical Ship Management</td>
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<td>Offshore Operations</td>
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<td>Yacht and Boat Building</td>
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<td>Port State Control</td>
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<td>Yacht and Small Craft Surveying</td>
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<td>Restoration of Historic Ships and Boats</td>
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<td>Yacht Brokerage</td>
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Optional fees:

- Printed modules option (in addition to PDF’s already included within the course fee) priced at £300.00
- Courier service priced at £200.00

VAT (to be charged at standard UK rate of 20% where applicable) =

TOTAL £

How did you hear about the course (please state)

1. Publication
2. Event
3. Website link
4. Word of mouth
5. Institute
6. Other
**Correspondence Address:**

| Post Code: | 
| --- | --- |
| Tel No: | Fax No: |
| Email: | Mobile: |

**Billing Address** (if different from correspondence address):

| Post Code: | 
| --- | --- |
| Tel No: | Fax No: |
| Email: | Mobile: |

**Payment** (I am paying in full by)

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<tr>
<th>I enclose a cheque for:</th>
<th>£</th>
<th>Made payable to MPI Group</th>
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<tr>
<td>I am making a payment directly to the MPI Group bank account at:</td>
<td>MPI Group, National Westminster Bank Plc, 19 Shaftesbury Avenue, London, W1A 4QQ, UK</td>
<td></td>
</tr>
<tr>
<td>Account No:</td>
<td>06532381</td>
<td>Sort Code:</td>
</tr>
<tr>
<td>Swift Code:</td>
<td>NWBK GB2L</td>
<td>IBAN:</td>
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**Credit/Debit Card (tick one)**

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<td>Card Number:</td>
<td>Expiry Date:</td>
<td>Valid Date:</td>
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**Billing Address of Card Holder (if different to application)**

| 3 Digit Security code: |

**Declaration**

I confirm that the statements made by me on this form are correct. I agree to abide by the course terms and conditions:

| Signed: | Dated: |

**Data Protection:**

We would like to keep you informed of MPI Group's products and services and may also from time to time make your details available to carefully screened companies who may be of interest to you. However, if you specifically do not wish your details to be used, please tick here.