



Diploma in Technical Ship Management

2024/25

Supported by





Turn to the Distance Learning Experts

Why choose Maritime Training Academy?

The Distance Learning Experts

Since its formation 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 who are 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 will challenge you, inspire you, stretch your understanding and make you question ideas that you have always taken for granted – it is truly world-class learning.

Excellent Support and Guidance

You will 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).

Practically Ian has attended numerous shipyards throughout the world for new building, ship repair and ship conversion including extended periods in both Singapore (Jurong) and Dubai (Dubai World) together with dockings in Mexico, Romania, Turkey, China, Bulgaria, Greece, Germany, France, Egypt, Italy, Spain, Gibraltar, Malta, Cuba, Portugal and the UK.

MSI

Maritime Services International

Surveying | Consultancy | Inspection | Legal

Technical Ship Management

The Diploma in Technical Ship Management offers specialist distance learning, which is based on the Det Norske Veritas (DNV) competency standard.

About the Course

This course has been designed to develop and deepen your knowledge of Ship Superintendency. With this course you will gain an excellent understanding of the role of the Ship Superintendent and in turn learn the skills required to run a ship with efficiency and success.

Module subjects include a range of exciting and challenging topics such as project management, the ship life cycle, financial considerations, and emergency preparation and response.

Detailed information on module content is available at maritimetrainingacademy.com

Course Structure

The course consists of 8 modules, plus the choice of one specialist module. All students are required to successfully complete and pass the module assignments. Diploma students will also be required to sit and pass a final examination.

Who is the course suitable for?

This course is for those individuals wanting to take up a Superintendent's position or to learn more about the issues faced in this role. Ideal for experienced professionals wishing to update their knowledge or people approaching this subject for the first time.

How to Enrol

Register as early as you can for a 1st April 2024 start. The registration period will be kept open until the 30th September 2024. Students can start from the point of enrolment after the 1st April 2024.

Complete the application form and send with your payment to enrol 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

Commencement Date

1st April 2024

Duration

Maximum of 18 months from the course start date.

Course Completion Dates

April 2025 and October 2025

Examinations for Diploma Students

Students have two dates to choose from.

Dates: April 2025 or October 2025

Venue: UK

Overseas students: For overseas diploma 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 students responsibility.

On passing the Diploma you will receive this badge:



Please use on your business cards, LinkedIn profiles and any other personal marketing material. You can also use these letters after your name: MTA Dip TSMan

Course Fees

Diploma - £2,950.00

This covers the 8 modules plus the choice of one specialist module, student assignment marking, examination costs and the issuing of a Diploma.

Online Examination - £100

If students choose to sit their final examination online instead of at an approved venue they will need either a laptop or desktop computer with reliable, fixed line internet connection, working microphone and camera.

Certificate - £2,150.00

This includes the 8 modules plus the choice of one specialist module and marking of the student assignments.

Individual Modules

£250 - Module content only.

£400 - Module content, assessment and certification.

Printed Certificate - £50

“Great course content and it has really helped me understand the role of the technical superintendent. Will be of huge benefit to me in my own position”

Rory O'Rourke – Irish Lights

Course Syllabus*

Technical Ship Management

- » **The Shipping Industry and the Role of the Superintendent**
 - The function of international shipping
 - International regulation of shipping
 - Flag states
 - Classification societies and the role of class
 - Industry organisations and information sources
 - Shipping company organisation
 - Role of the superintendent
- » **Quality Assurance - Safety and Security**
 - Quality assurance
 - Safety, security, health and environment
 - Port state control
- » **Essential Commercial and Shipping Law**
 - Law of contract
 - Law of Tort (negligence)
 - Liability in Contract and Tort
 - International Maritime Law
 - Flag State Law
 - Collision and wreck removal
 - Pollution
 - Carriage of goods by sea
 - Chartering and charterparties
 - Pilotage
 - Marine Insurance
 - Ship sale and purchase documentation
- » **Maintenance and Docking**
 - Compliance with international convention
 - Classification Society compliance
 - Principles of ship maintenance
 - Planned Maintenance
 - Spares control
 - Budgeting
 - Monitoring ship performance
 - Bunkering and bunker quality
 - Vibration analysis
 - Lubricating oil analysis
 - Drydocking
 - Corrosion and paint systems
 - New building specifications, contracts and plans
 - Touch Typing
- » **Finance Considerations**
 - Preparing an Annual Budget
 - Monitoring cost against budget
 - Cost controls
 - Docking cost budget
 - Purchasing
 - Spares and logistics
 - Monitoring of cost
 - Critical equipment
 - Audit
 - VAT
 - Bribery Act
 - Anti money laundering

*Material is constantly updated which may affect the order in which modules are released.

» **The Ship Life Cycle**

- Registration of ships
- Purchase, sale, take over and delivery
- Ship Recycling
- Inspections

» **Project Management and Reporting**

- Project phases
- Work breakdown structure
- Objectives
- Deliverables
- Project planning
- Budget and financial planning
- Risk management
- Issue management
- Configuration management
- Quality management
- Project monitoring and reporting
- Change control
- Project library

» **Emergency Preparation and Response**

- An introduction of emergency preparation and response
- Preparation and planning
- Communication
- Emergency organisation
- Training and drills
- Media

» **Specialist Modules**

- (One to be selected)

» **The Marine Superintendent**

- Cargo Carriage
- Personnel
- Marine Insurance and law
- Accidents and incidents
- Information capture and reporting
- Records
- Chartering
- Control of operations
- Trim, stability and longitudinal strength
- Nautical equipment

» **The Technical Superintendent**

- Hull
- Materials
- Machinery
- Electrical safety
- Control systems
- Technical equipment

Enhancing Careers for a Brighter Tomorrow

Art on
Superyachts

Boatyard
and Marina
Operations

Health and
Safety in Ship
Operations

LNG
Shipping

Offshore
Operations

Shipbuilding
and
Ship Repair

Superyacht
Management

Superyacht
Surveying

Tanker
Operations

Technical Ship
Management

Yacht and
Boat Building



Marine Insurance Claims

Marine Salvage Operations

Maritime Fire Prevention, Fire Fighting and Fire Safety

Maritime Law



Port State Control

Restoration of Historic Ships and Boats

Marine Pilotage

Ship Security

Ship Surveying

Offshore Wind Energy

Superyacht Operations

Superyacht Project Management - Refit and Newbuilding

Superyacht Purser

Yacht and Small Craft Surveying

Yacht Brokerage

Maritime Studies

Short Courses

Terms and Conditions

The Course

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

Course Duration: Commencing April 2024 you have a maximum of 18 months from the course start date 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.

Access to the course material will be given on receipt of payment. Any outstanding fees will also become payable on accessing the material.

Student Assignments

Student Assignments: One included 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: Students can choose to participate in a tutorial which will be held before the Diploma exam in **April 2025** and **October 2025**. It is not compulsory but is beneficial and 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**

E-mail: **courses@maritimetrainingacademy.com**

Examination

Examinations will be held in **April 2025** and **October 2025**.

A 6 month extension is also available upon application.

Exam Length: Three hour written or online examination. All exams are Closed Book.

Sitting Overseas: Students must make their own arrangements to sit their examination at a suitable venue approved by the Course Administration Office at least 6 weeks prior to their examination date. Any expenses incurred will be to the students own account.

Alternatively students can sit the examination online instead of at an approved venue. They will need either a laptop or desktop computer with reliable, fixed line internet connection, working microphone and camera.

Certificate: Students who successfully complete the compulsory student assignments, but do not take the examination, will receive a certificate if they successfully achieve the required grades to pass.

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 **£2,150.00**. This includes the course modules as pdfs and marking of the student assignments.

Diploma Fee: For Diploma candidates the fee is **£2,950.00**. This covers the course modules as pdfs, student assignment marking, examination costs and the issuing of a Diploma.

Online Examination: For a fee of **£100.00** Diploma students can choose to sit their final examination online instead of at an approved venue.

Printed Certificate: On successfully completing the course students will receive their Certificate via email. A printed Certificate can be posted for a fee of **£50.00**.

Printed Modules Fee: In addition to the course PDF's, 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 **£300**. 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 month extension for **£250**.

Reregistration Fee: We offer reregistration onto the course for lapsed students at 50% of the course costs. You will have the opportunity to resubmit 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 resit your exam once at a fee of **£250**.

Not included in the fees: Any travel or food costs or accommodation if required. Any expenses which may be incurred in arranging a suitable examination venue.

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

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

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

Payment Plan

Please contact us to discuss if the course fees can be split into smaller instalments.

Payment Methods

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

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: Payment can be made securely via the Sagepay link on the invoice or we can arrange for our accounts team to call to take payment by card.

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 will tell you more about how we process and use your personal information.



Maritime Training Academy

Tel: +44 (0)1252 739779

Email: courses@maritimetrainingacademy.com

maritimetrainingacademy.com



Application for Enrolment



Please complete in **black ink** and **CAPITAL** letters

Personal Details		
Title:	Forename:	Surname:
Date of Birth:	Nationality:	
Country of Permanent Residence:		
Education/Experience		
Company/Employer:		How many years industry experience?
Your Position:		

Course selection & fees (please tick the course you wish to study)					
Course:	Diploma £2,950	Certificate £2,150	Course:	Diploma £2,950	Certificate £2,150
Art on Superyachts	<input type="checkbox"/>	<input type="checkbox"/>	Ship Security	<input type="checkbox"/>	<input type="checkbox"/>
Boatyard and Marina Operations	<input type="checkbox"/>	<input type="checkbox"/>	Ship Surveying	<input type="checkbox"/>	<input type="checkbox"/>
Health and Safety in Ship Operations	<input type="checkbox"/>	<input type="checkbox"/>	Superyacht Management	<input type="checkbox"/>	<input type="checkbox"/>
LNG Shipping	<input type="checkbox"/>	<input type="checkbox"/>	Superyacht Operations	<input type="checkbox"/>	<input type="checkbox"/>
Marine Insurance Claims	<input type="checkbox"/>	<input type="checkbox"/>	Superyacht Project Management - Refit and Newbuilding	<input type="checkbox"/>	<input type="checkbox"/>
Marine Pilotage	<input type="checkbox"/>	<input type="checkbox"/>	Superyacht Pursers	<input type="checkbox"/>	<input type="checkbox"/>
Marine Salvage Operations	<input type="checkbox"/>	<input type="checkbox"/>	Superyacht Surveying	<input type="checkbox"/>	<input type="checkbox"/>
Maritime Fire Prevention, Fire Fighting and Fire Safety	<input type="checkbox"/>	<input type="checkbox"/>	Tanker Operations	<input type="checkbox"/>	<input type="checkbox"/>
Maritime Law	<input type="checkbox"/>	<input type="checkbox"/>	Technical Ship Management Specialist Module: Marine Superintendent	<input type="checkbox"/>	<input type="checkbox"/>
Offshore Operations	<input type="checkbox"/>	<input type="checkbox"/>	Technical Ship Management Specialist Module: Technical Superintendent	<input type="checkbox"/>	<input type="checkbox"/>
Offshore Wind Energy	<input type="checkbox"/>	<input type="checkbox"/>	Yacht and Boat Building	<input type="checkbox"/>	<input type="checkbox"/>
Port State Control	<input type="checkbox"/>	<input type="checkbox"/>	Yacht and Small Craft Surveying	<input type="checkbox"/>	<input type="checkbox"/>
Restoration of Historic Ships and Boats	<input type="checkbox"/>	<input type="checkbox"/>	Yacht Brokerage	<input type="checkbox"/>	<input type="checkbox"/>
Shipbuilding & Ship Repair	<input type="checkbox"/>	<input type="checkbox"/>			
Optional fees:					
Online examination priced at £100.00 <input type="checkbox"/>					
Certificates:					
Printed certificate £50.00 <input type="checkbox"/>					
Printed Certificate courier fee £25.00 <input type="checkbox"/>					
Modules:					
Printed modules option (in addition to PDFs already included within the course fee, modules to be sent quarterly) priced at £300.00 per course <input type="checkbox"/>					
Modules courier fee £300.00 per course (modules to be sent quarterly) <input type="checkbox"/>					
VAT (to be charged at standard UK rate of 20% where applicable) =					

TOTAL £

How did you hear about the course (please state)			
1. Publication		4. Word of mouth	
2. Event		5. Institute	
3. Website link		6. Other	

Correspondence Address:	
	Post Code:
Tel No:	Fax No:
Email:	Mobile:
Billing Address (if different from correspondence address):	
	Post Code:
VAT number (If applicable):	
Tel No:	Fax No:
Email:	Mobile:

Payment (I am paying in full by)	
<input type="checkbox"/>	I am making a payment directly to the MPI Group bank account at: MPI Group, National Westminster Bank Plc, 19 Shaftesbury Avenue, London, W1A 4QQ, UK Account No: 06532381 Sort Code: 56-00-29 Swift Code: NWBK GB2L IBAN: GB35 NWBK 5600 2906 5323 81
<input type="checkbox"/>	I am making a payment by credit/debit card <input type="checkbox"/> I will pay via the secure Sagepay link on the invoice <input type="checkbox"/> Please can your accounts team call me for my card details

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 <input type="checkbox"/>	