



# Diploma in Yacht and Small Craft Surveying

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

## Richard Cray

BEng (Hons), MIIMS, DipMarSur  
- Marine Surveyor

Richard has travelled the world as a marine surveyor working across the industry from small sail boats, superyachts to large commercial vessels. Surveyors are a fundamental part of an insurance claims as they are the eyes and ears of their clients and they work across a wide cross section of claims.

- Having dealt with a variety of claims, whether cargo, hull and machinery claims to personal accident he has attained insight into this specialised area.

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# Yacht and Small Craft Surveying

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The Diploma in Yacht & Small Craft Surveying is the most advanced distance learning course of its type in the world.

## About the Course

With this course you will develop and deepen your knowledge of Small Craft Surveying and learn the skills required to conduct a survey efficiently and effectively.

Module Subjects include a range of challenging topics such as surveying GRP yachts, valuation surveys and sea trials plus essential subjects such as accounting, law and insurance.

Detailed information on module content is available at [maritimetrainingacademy.com](http://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 Yacht and Small Craft Surveying and /or the Diploma in Ship Surveying. Other equivalent specialist 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 three months prior to the Peer Review.

## Who is the Course Suitable for?

This course is 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 or the novice wishing to learn about his subject for the first time.

## How to Enrol

Register as early as you can for a 1st October 2024 start. The registration period will be kept open until the 31st March 2025. Students can start from the point of enrolment after the 1st October 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](mailto:courses@maritimetrainingacademy.com)  
[maritimetrainingacademy.com](http://maritimetrainingacademy.com)



*The course was interesting, informative and challenging. Modules contain a lot of reading material. Staff were empathetic and encouraging. Organisation and response was good. Module 8 inspired me and introduced me to the Folkboat - wooden boats were not my field!*



Kenneth J Wiltshire – General Manager - Lantau Marine Ltd

## Commencement Date

1st October 2024

## Duration

Maximum of 18 months from the course start date.

## Course Completion Dates

October 2025 and April 2026

## Examinations for Diploma Students

Students have two dates to choose from.

**Dates:** October 2025 or April 2026

**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 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 YachtSurv

## Course Fees

### Diploma - £2,950.00

This covers the 11 modules as pdfs, 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 11 modules as pdfs and marking of the student assignments.

### Individual Modules

£250 - Module content only.

£400 - Module content, assessment and certification.

### Printed Certificate - £50

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# Course Syllabus\*

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## Yacht and Small Craft Surveying

- » **An Introduction to Yacht & Small Craft Surveying and the Role of the Yacht and Small Craft Surveyor**
  - The yacht and small craft industry
  - Yachting regulation and safety
  - The purchase of a yacht
  - The law and yachts
  - Health and safety for the marine surveyor
  - Surveys and survey organisations
  - The professional surveyor
  - The yacht and small craft surveyor in specialist roles
  - The yacht and small craft surveyor in practice
  - Organising the survey
  - What makes a good surveyor?
  - Types of surveys
- » **The Essential Basics of Carrying Out a Yacht Survey**
  - Types of survey
  - The survey process
  - The report and follow up
  - The surveyor's bag
  - Attributes of good surveyor
- » **Report Writing for Marine Surveyors**
  - Introduction
  - The basis of reports
  - Preparing for the report
  - Report types
  - Writing the report
  - Touch typing
- » **Running a Successful Yacht and Small Craft Surveying Business**
  - Running a successful yacht and small craft surveying business
  - The business plan
  - The value of your time
  - Marketing your business
  - Preparation – the swot analysis
  - Finance
  - Choosing your office
  - Time management
  - Challenges and solutions
- » **Essential Law**
  - Introduction
  - Legal concepts
  - Maritime law
  - Marine insurance and claims
  - Table of cases
- » **Surveying GRP Yachts**
  - Introduction
  - History
  - Basic fibreglass materials
  - Resin
  - Reinforcement
  - Sandwich construction
  - Building techniques
  - How is a boat laid up?
  - General nomenclature for FRP craft
  - Building defects
  - Failure modes of cored laminates
  - Keels
  - Osmosis
  - Moisture meters
  - Practical surveying of GRP craft

#### » Surveying Steel and Aluminium Yachts

- Steel
- Aluminium
- Aluminium and steel - a comparison
- Design and fabrication of small steel and aluminium craft
- Structure
- Rudders
- Boat fabrication
- Corrosion
- Anodes and cathodic protection
- Protecting steel and aluminium
- Stress and associated faults
- Damage
- Surveys and surveying methods

#### » Surveying Wooden Boats

- Introduction
- Wood as a construction material
- Wooden boat construction
- Degradation of wooden boats
- The wooden boat survey
- Case study – investigation into the sinking of wooden vessel on the River Thames

#### » Surveying Yacht Engines and Systems

- Introduction
- Types of engine
- Engines
- Drive systems
- Exhaust systems
- Air conditioning
- Water systems
- Fuel systems
- Bilge pumps
- Gas system
- Electrical systems
- Safety equipment
- Limitations of a marine surveyor

#### » Surveying Rigs and Sails

- Introduction
- A brief history
- Rig types
- Mast construction materials and fabrication techniques
- Rigging
- Health and safety in rig surveying
- Common rigging faults
- The surveyor's tools for masts and rigging
- The limitations of the surveyor's role in rig surveying
- Sails
- History
- Sail types
- Sail materials
- Methods of sail surveying
- The surveyor's tools for sail inspections
- The limitations of the surveyor's role in sail surveying
- Rig and sail accessories
- Deck hardware

#### » Valuation Surveys

- Introduction
- Valuations
- Aspects of value
- Valuation methodology

#### » Sea Trials

- Introduction
- Equipment
- Engine tests
- Steering tests
- Information recording and reporting
- Conclusions

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



# 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 October 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 **October 2025** and **April 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**

Email: **courses@maritimetrainingacademy.com**

## Examination

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

A 6 month extension is also available upon application.

**Exam Length:** Three hour written examination.

**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.

**Certificate:** Students who successfully complete the compulsory student assignments, but do not take the examination 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 **£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.

**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.

**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 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. Classroom resit fee of £250. Online resit fee of £350.

**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, 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](mailto:courses@maritimetrainingacademy.com)

[maritimetrainingacademy.com](http://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"/>					
<b>Certificates:</b>					
Printed certificate £50.00 <input type="checkbox"/>					
Printed Certificate courier fee £25.00 <input type="checkbox"/>					
<b>Modules:</b>					
Printed modules option (in addition to PDF's already included within the course fee, modules to be sent quarterly) priced at £500.00 per course <input type="checkbox"/>					
Modules courier fee £375.00 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 <b>Account No:</b> 06532381 <b>Sort Code:</b> 56-00-29 <b>Swift Code:</b> NWBK GB2L <b>IBAN:</b> GB35 NWBK 5600 2906 5323 81
<input type="checkbox"/>	I am making a payment by credit/debit card	
<input type="checkbox"/>	<input type="checkbox"/> I will pay via the secure Sagepay link on the invoice	
<input type="checkbox"/>	<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"/>	