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## **Need a Career Boost?**

Turn to the Distance Learning Experts

### Why Choose Maritime Training Academy?

#### **Latest Industry Developments**

With our strong connections within the marine industry, all of our courses are continuously reviewed to keep up to date with industry changes and developments.

#### Learn as You Earn

Most of our students work full time and study part time. This flexible route to earning a qualification allows you to do as much study as you can, alongside your job. Building your experience and qualifications at the same time also shows employers how committed you are.

#### **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.

#### International Recognition

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

#### 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.

# **Diplomas and Certificates**

#### Diploma or Certificate?

The modular course material is identical for both the Diploma and the Certificate; all students are required to complete and pass the student assignments. The Diploma student will also be required to sit a 3-hour written or online examination once they have passed their assignments.

#### University of Portsmouth

Our Diplomas are recognised by the University of Portsmouth, so they can be used as part of the evidence offered in a portfolio for claiming Accredited Prior Learning (APL) against the University of Portsmouth's partnership programme work-based learning degrees.

#### **Tuition Outside the UK**

Tutorial support will be provided by online forums and email.

#### Flexible Studying

Our flexible study means that you can vary the pace of study if life gets in the way of learning. It is preferred that you complete the Diploma in 12 months, however we can offer a further 6-month extension if required (see course fees).

#### Study Time

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

#### How the Courses Work

One module is released each consecutive month, from the start date. Each module is uploaded onto our student web portal, allowing students to access the material at any stage during their course. The modules are available in a PDF format and students are able to download or print the material when required. Modules can be completed in any order, provided that **all** assignments are submitted no later than 6 weeks prior to the examination date.

#### You are Never on Your Own

Although you work in your own environment, you will never be on your own. You will have the opportunity to meet your fellow students in online tutorials, online forums and social networking groups.

#### Fee Support - Payment Plan

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

#### **Tools Required for Study**

In order to study with us, you will need a computer with reliable access to the internet.

#### **English for Learning**

All study material is written in English. You will therefore need to be sufficiently competent in the English language to enable you to study at higher education level.

## **Course Fees**

#### Diploma - £2,950

This covers the modules as PDFs, student assignment marking, examination costs and the issuing of a Diploma.

#### Certificate - £2,150

This includes the modules as PDFs, marking of the student assignments and the issuing of a Certificate.

#### **Individual Modules**

£250 - Module content only.

£400 – Module content, assessment and certification.

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

#### **Examinations for Diploma Students**

Examinations are held twice a year, in April and October. More detailed information is available at maritimetraining academy.com

Venue: UK

**Sitting Overseas:** 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. The cost of any additional fees will need to be met by the student.

#### Written Examination

If students choose to sit their final 3-hour examination at an approved venue, the venue needs to meet certain criteria set out by the Training Department, and if any charges are incurred these will need to be met by the student.

#### Online Examination – £100

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

#### Resits

**Resit Written Exams:** You are entitled to resit your exam once, subject to payment of an additional fee of £250. Any additional expenses will need to be met by the student.

Resit Online Exams: You are entitled to resit your exam once, subject to payment of an additional fee of £350 (the £250 resit fee plus the £100 online examination fee).

## Maritime Training Academy by Numbers

The number of countries currently benefiting from MTA's wealth of experience with their working maritime professionals enrolled onto our courses.

40

The number of industry-specific courses that are offered in sectors such as engineering, management, shipping and operations.

**52** 

The number of authors who write MTA's courses. The authors are practising professionals within the industry who have imparted their valuable knowledge for the benefit of our students.



This is the total number of students that have enrolled onto MTA's industry-endorsed distance learning courses.

2352

This is the number of years that MTA has been helping further careers around the world with their expert knowledge and first-hand experience.

## **Enhancing Careers for a Brighter Tomorrow**

Health and Marine LNG Safety in Ship Insurance Shipping **Opérations** Claims Marine Marine Salvage **Operations** Pilotage Maritime Fire Prevention. Firefighting Law and Fire Safety Offshore Maritime Studies Operations Shipbuilding of Historic and Ships and Ship Repair

Superyacht Ship **Operations** Surveying Superyacht Project Superyacht Management . Pursers – Refit and Newbuilding Superyacht Tanker Surveying **Operations UHNW** Asset **Technical Ship** Management on Management Superyachts Yacht and Yacht Yacht and Small Craft **Short Courses Boat Building** Brokerage Surveying

## **Boatyard and Marina Operations**

Our Diploma in Boatyard and Marina Operations allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

The course covers all aspects of working in a boatyard or marina, from a small sailing yacht to commercial vessels. So from best practices to understanding the high-risk operations such as hot works, it aims to give the student the understanding to operate across this sector. Authors are experts through a combination of knowledge and experience, so have seen when things go right as well as very wrong.

Studying this Diploma is a great way to boost your career prospects. Many students study to develop themselves in their existing role, while others study with a complete change of career in mind.

Detailed information on module content is available at maritimetraining academy.com

#### **Course Structure**

The course consists of 10 modules. 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?

The course is fundamentally aimed at those:

- » Wanting to work in this area
- » Wanting to increase their knowledge and responsibility in this area
- Working in conjunction with this area and require a good working knowledge of it
   A good working knowledge of the industry is an obvious benefit, but this is not essential.

#### Course Syllabus\*

- » Introduction to Boatyard and Marina Operations
- » Types and Descriptions of Vessels
- » Yacht Boatyard and Marina Operations
- » Commercial Vessel Boatyard Operations
- » Project Managing Refits and Builds
- » Legal Aspects Associated with a Boatyard or Marina
- » Policies and Procedures
- » Boatyard and Marina Development
- » Running a Successful Boatyard or Marina
- » Accidents and Incidents Prevention and Cure

#### How to Enrol

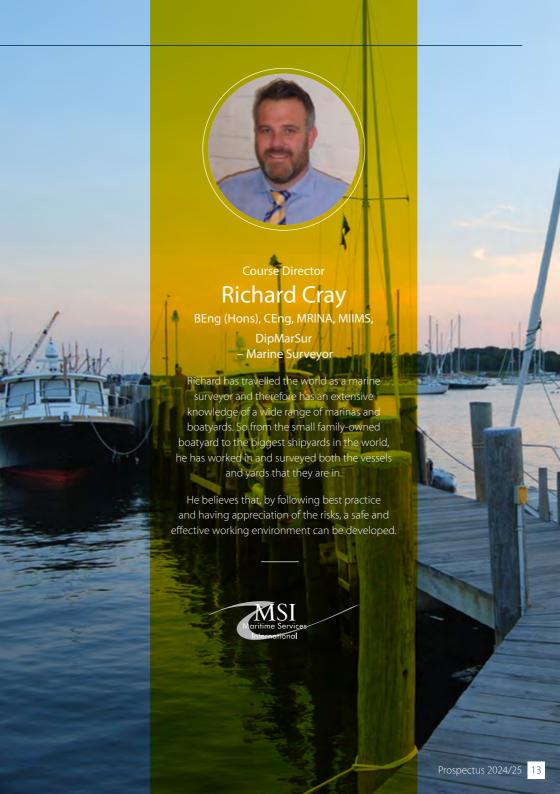
Register as early as you can for the start of the course on 1st April. The registration period will be kept open until 30th September. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

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



## Health and Safety in Ship Operations

Our Diploma in Health and Safety in Ship Operations allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

This is a comprehensive look at health and safety in all its guises and how it operates in the maritime sphere. This is a wide remit given the extensive areas that need to be covered to give the student a full understanding of all aspects of health and safety as it applies to mariners and workers on ships, on rigs and in ports. The course looks at all aspects of health and safety, the laws and regulations which are many and the obligations and consequences for breaches of health and safety legislation.

This course strives to maintain a broad approach to a complicated subject to enable the student to gain a fuller appreciation of the subject and how it affects them in their particular occupation.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 11 modules. 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?

Those engaged in the maritime industry/marine leisure sector who wish to know more about their obligations, whether as an employer or as an employee. Also those with an interest in the health and safety industry and the roles that are available in this sector. The course is designed as a broad approach to the subject so those with a general interest or who wish to know more about a particular aspect should have their specific questions addressed.

#### Course Syllabus\*

- » Introduction to Health and Safety in Ship Operations
- » Duties and Obligations to Oneself and Others
- » Risk Assessment
- » Personal Protective Equipment (PPE)
- » Specific High-Risk Activities
- » Slips, Trips and Falls
- » Reporting of Accidents and Incidents
- » Port Operations
- » The Law of Health and Safety
- » Classic Accidents, Accident Causation and Analysis
- » The Human Flement

#### How to Fnrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

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## **LNG Shipping**

# Our Diploma in LNG Shipping allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

This course is unique to the LNG Shipping
Transportation Industry. It covers all the theoretical
and practical aspects of the IMO LNG Training
requirements and much more. The total number
of LNG Carriers is rising as the demand for LNG
as a clean fuel continues to grow. There is a
desperate worldwide shortage of trained
technical personnel to man ships and onshore
support networks. The course will help debunk the
safety fears that some have, and will assist those
who wish to enter a very lucrative and rewarding
career in the LNG Industry.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 13 modules. 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?

The course is a very useful learning tool for all those who wish to enter the LNG Shipping Transportation Industry. It will also serve to fill in the gaps of knowledge and give a better grounding to those professionals already in the Industry (Captains, Engineers, Navigators, Superintendents, Shipping Company Technical Staff, Ship Inspectors, Suppliers, Educators, Trainers and Manufacturers).

#### Course Syllabus\*

- » Introduction to Liquefied Natural Gas Carriers
- » International Code for the Construction and Equipment of Ships Carrying Liquefied Gases in Bulk (IGC Code)
- » LNG Carrier Design and Construction
- » LNG Containment Systems
- » LNG Carrier Propulsion
- » LNG Cargo Operations
- » LNG Custody Transfer
- » LNG Accidents
- » LNG Ship Management
- » Flag and Port State Control Inspections
- » LNG Ship Inspections
- » Firefighting on LNG Ships
- » Classification Societies and LNG Carriers

#### How to Enrol

Register as early as you can for the start of the course on 1st April. The registration period will be kept open until 30th September. Students can start from the point of their enrolment at any time between these dates.

#### Course Enquiries

+44 (0)1252 739779

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## Marine Insurance Claims

# Our Diploma in Marine Insurance Claims allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

The course covers all aspects of insurance claims, from the history and development of marine insurance, through legislative changes to different aspects of handling a claim. By breaking down the fundamentals of process into bite-sized chunks, it will leave the student with a good understanding of this subject.

The modules are written by those working in the industry, so the content reflects the latest changes in the industry. For instance, the changes in consumer law that were introduced in 2015 which significantly affected the processing of a large proportion of marine insurance claims.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 10 modules. 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?

The course is fundamentally aimed at those:

- » Wanting to work in this area
- » Wanting to increase their knowledge and responsibility in this area
- » Working in conjunction with this area and require a good working knowledge of it

A good working knowledge of the industry is an obvious benefit, but this is not essential.

#### Course Syllabus\*

- » Introduction to Marine Insurance
- » Cargo Claims
- » Hull and Machinery (H&M) Claims
- » Legal Aspects Associated with a Marine Insurance Claim
- » Protection and Indemnity (P&I) Claims
- » Quantification of a Claim
- » Small Yacht Claims
- » Port, Boatyard or Marina Claims
- » Inspection Process
- » Salvage Claims

#### How to Enrol

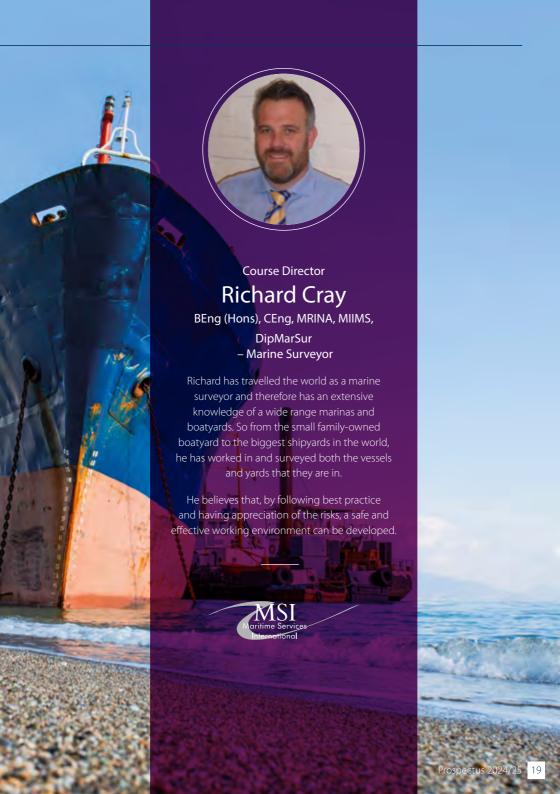
Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

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



## Marine Pilotage

# Our Diploma in Marine Pilotage is the only distance learning course of its type in the world.

#### About the Course

This unique Diploma has been developed to educate potential and current workers in the marine pilotage sector. With this course you will develop your skills and improve your knowledge of the industry. This course will give you a greater understanding of the role of the marine pilot and in turn will give you the skills necessary to build a successful career within this growing industry.

Module subjects include key topics, such as the types of pilotage, ship handling and bridge management as well as other essential subjects, such as pilotage law, port control and boarding emergencies.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 10 modules. 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 marine pilots and people working in related areas who wish to learn about this topic. Ideal for the seasoned professional looking to update their knowledge or the novice wishing to learn about this subject for the first time.

#### Course Syllabus\*

- » Introduction
- » Pilotage Training and Techniques
- » Pilotage Law
- » Canal and River Pilotage
- » Use of Tugs The Pilot's Perspective
- » Boarding and Leaving a Vessel
- » Ship Handling
- » Sea and Offshore Pilotage
- » Master/Pilot information Exchange
- » Harbour and Dock Pilotage

#### How to Enrol

Register as early as you can for the start of the course on 1st April. The registration period will be kept open until 30th September. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

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# Marine Salvage Operations

# Our Diploma in Marine Salvage Operations allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

This course is a practical guide to all the various aspects involved in a professional salvage scenario. It covers the major players in the worldwide salvage industry and links these with a concise summary of the legal and commercial aspects involved in today's modern salvage environment, whilst also looking at how salvage has evolved over the years. Salvage contracts in use today are looked at, and the future for salvage in an era of ever-larger vessels is considered.

Studying this Diploma is a great way to boost your career prospects. Many students study to develop themselves in their existing role, while others study with a complete change of career in mind.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 10 modules. 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 is a practical guide to the law of salvage and the commercial aspects of the industry. It is intended for those in the industry or practitioners in the legal/insurance industries who would like a more general overview of the legal aspects of international salvage, together with the more commercial aspects which a purely legal consideration would not necessarily provide.

#### Course Syllabus\*

- » Introduction to the Salvage Industry
- » History of Salvage
- » Basics of Salvage
- » The Law of Salvage
- » Salvage Operations Part One
- » Salvage Operations Part Two
- » The Coastal State and the Salvor
- » Lloyd's Open Form
- » Alternative Salvage Agreements
- » Salvage from the Shipowner and Master's Perspective

#### How to Fnrol

Register as early as you can for the start of the course on 1st April. The registration period will be kept open until 30th September. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

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



# Maritime Fire Prevention, Firefighting and Fire Safety

Our Diploma in Maritime Fire Prevention, Firefighting and Fire Safety allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

With this Diploma you will gain an in-depth knowledge of not only firefighting operations but also the preventive measures required to manage the risk from fires on ships. The modules will raise your awareness of the risks associated with fire as well as develop your knowledge of the combustion process. It will also give you an understanding of the existing legislative requirements around the International Convention for the Safety of Life at Sea (SOLAS), the International Fire Safety Systems Code and the process of fire risk assessment. Finally, it will share some practical firefighting strategies and tactics and the actions you should take as part of your post-fire procedures.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 10 modules. 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?

The course is suitable for those working or aspiring to work in the ship and passenger safety sector including personnel undertaking firefighting activities and safety management both at sea and ashore.

#### Course Syllabus\*

- » Introduction to Maritime Firefighting
- » Chemistry of Combustion
- » Prevention and Suppression of Fire and Explosion (SOLAS)
- » Escape and Operational Requirements (SOLAS)
- » Special Requirements (SOLAS)
- » International Fire Safety Systems (FSS) Code Part 1
- » International Fire Safety Systems (FSS) Code Part 2
- » Fire Risk Assessment
- » Firefighting Operations
- » Post-fire Procedures

#### How to Enrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

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### Maritime Law

# Our Diploma in Maritime Law allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

This course provides, in one Diploma, a general and broad introduction to the various concepts of what is known as "maritime law". It covers a wide range of maritime law issues including salvage, towage and collision, carriage of goods by sea, international maritime conventions and regulations regarding employment at sea. The course is not an academic text for law practitioners, but more a study of the wide-ranging areas covered by laws that those working in the marine industry come across on a daily basis.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 12 modules. 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 encapsulates a number of maritime law concepts from the arrest of ships to yacht insurance. It is not designed to be an academic text for practitioners, but more a general instruction to the varied maritime law concepts, written in plain English for those within the maritime industry, and those who have a genuine interest in the history, development and application of maritime law in general.

#### Course Syllabus\*

- » Introduction to Maritime Law
- » Charterparties
- » Carriage of Goods by Sea
- » Ownership and Registration
- » Seafarers and Employment
- » Collision, Salvage and Wreck
- » Personal Injuries at Sea
- » International Conventions
- » Finance and Mortgages
- » Admiralty Jurisdiction
- » Marine Insurance and Average
- » An Introduction to Lloyd's of London and the Yacht Market

#### How to Enrol

Register as early as you can for the start of the course on 1st April. The registration period will be kept open until 30th September. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

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## Offshore Operations

## Our Diploma in Offshore Operations allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

The Offshore Operations course is designed to encompass all aspects relating to offshore activities. The subjects covered include the formation of oil and gas deposits, how suitable extraction sites are located, the types of equipment involved in the extraction of oil and gas, and the legislative and governing bodies which cover the offshore industry. The course also discusses more recent offshore activities including wind energy.

Detailed information on module content is available at maritimetraining academy.com

#### **Course Structure**

The course consists of 10 modules. 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?

The offshore operations course learning structure is considered suitable for new recruits into the offshore industry and management personnel who wish to form a broad knowledge of the many aspects of operations within the offshore industry. The course also serves to broaden the knowledge base of those professionals already in the Industry (including offshore company technical staff, suppliers, educators, trainers and equipment manufacturers).

#### Course Syllabus\*

- » Offshore Surveying
- » Offshore Oil and Gas Drilling Industry Introduction
- » Production and Drilling Safety with Roles and Responsibilities
- » Semi-submersible/Drillship/Jack-up Transit Operations
- » Marine Drilling Systems and Equipment with an Operational Overview
- » Oil Rig Offshore Drilling Operations
- » Production Vessels Marine Operations Offshore
- » Anchor Handling and Supply Vessel Operations
- » Introduction to Offshore Legislation and Governing Bodies
- » Health and Safety for the Oil and Gas Industry and Renewable Industries

#### How to Enrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

courses@maritimetrainingacademy.com maritimetrainingacademy.com



## Offshore Wind Energy

## Our Diploma in Offshore Operations allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

This course provides an overview of the Offshore Wind Energy sector. It covers areas such as wind turbines, health and safety for offshore renewable industries, offshore wind energy layout, equipment, design and operation.

Studying this Diploma can help improve your career prospects. Many students study to develop themselves in their existing role, while others study with a complete change of career in mind.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 8 modules. 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?

The course has been written for those working in this or related areas who want to expand their knowledge without the need to take time out of their busy work schedule to attend a classroom-based course.

It is also suitable for those wishing to enter this industry with a broad insight into the workings of Offshore Wind Energy.

#### Course Syllabus\*

- » Wind Energy History and the Environment
- » Offshore Wind Energy Surveys, Layout, Equipment and Design
- » Remote Operating Vehicles (ROVs), Trenching and Electrical Cable Laying
- » Function and Operation of the Wind Turbine Installation Vessel (WTIV) and Support Vessels
- » Turbine Operation and Ancillary Equipment
- » Electrical Systems and Substations
- » Health and Safety for the Offshore Renewables Industry
- » Introduction to Offshore Legislation and Governing Bodies

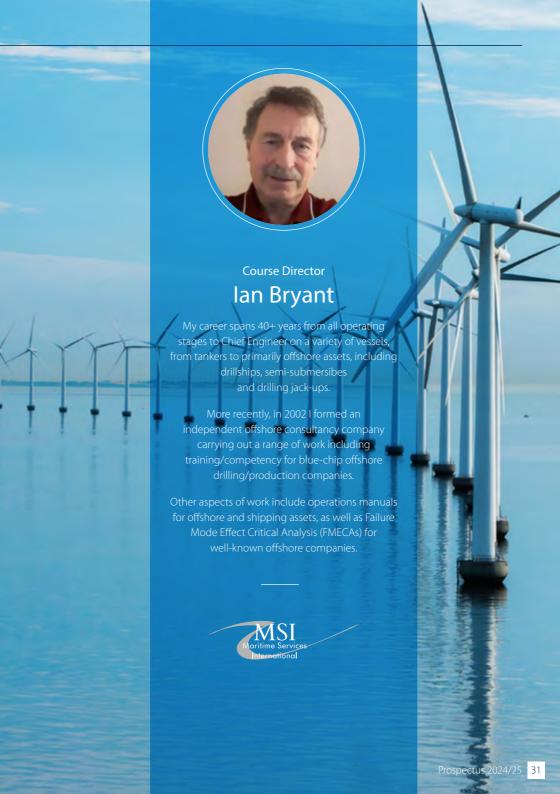
#### How to Enrol

Register as early as you can for the start of the course on 1st April. The registration period will be kept open until 30th September. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

courses@maritimetrainingacademy.com maritimetrainingacademy.com



### Port State Control

## Our Diploma in Port State Control allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

Shipowners, Masters and Flag States are responsible for ensuring that ships comply with the provisions of the relevant codes, practices and legislation. Therefore, ensuring these requirements are met and implemented effectively at sea is in the best interests of all maritime professionals, both onboard and ashore. Ships that fail to fulfil their commitments contained in agreed international legal instruments and subsequently sail in an unsafe condition, threaten lives as well as the marine environment. Therefore, it is in the interests of all to develop effective Port State interfaces for the sake of safe shipping.

This Diploma, shaped by expert knowledge and first-hand experience, has been tailored to educate you on the fundamental components of Port State Control. From SOLAS to the International Convention for the Prevention of Pollution from Ships (MARPOL), the International Ship and Port Facility Security (ISPS) Code, and the International Safety Management (ISM) Code.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 10 modules. 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?

Whether you are looking to move into the field of Port State Control, or already work within the industry, this diploma will provide a comprehensive knowledge base for your future career.

#### Course Syllabus\*

- » Introduction to Port State Control
- » The Maritime Labour Convention (MLC)
- » Standards of Training, Certification and Watchkeeping (STCW)
- » Legal Aspects
- » The ISPS Code
- » The ISM Code
- » The MARPOL Convention
- » The SQLAS Convention
- » Classification
- » The Role of the Port State Control Surveyor

#### How to Enrol

Register as early as you can for the start of the course on 1st April. The registration period will be kept open until 30th September. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

courses@maritimetrainingacademy.com maritimetrainingacademy.com



## Restoration of Historic Ships and Boats

Our Diploma in Restoration of Historic Ships and Boats allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

The dream of many with maritime interests is to help to restore a fine old lady of the sea back to her original state and see the vessel as she was originally intended.

This course will help to bring that dream to fruition and allow you to take the steps required to fulfil your own vision with clear and easy-to-follow guidelines, and also help you towards a fuller understanding of the whole process. It will further your knowledge on Ship/Boat restoration, conservation and on what type of ships/boats to try and restore. It is not intended to be the ultimate in ship/boat restoration and conservation, rather an overall guide to what steps you should be able to take to achieve your quest of saving that old ship/boat from the scrapheap.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 10 modules. 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?

Anyone with an interest in old ships, sail, steam or diesel, experienced or amateur alike, will help with maritime history/research. Anyone who is taking part in any kind of Marine Engineering or Boatbuilding Apprenticeship. Looking to get into this growing field of restoration/preservation, this course will help guide you.

#### Course Syllabus\*

- » Deciding on a Vessel to Restore
- » Support and Finance
- » Managing the Process
- » Preservation or Restoration/Rebuild
- » Keeping the Project Going
- » Opportunities for Employment and Training
- » The Restoration Project
- » Mechanical and Propulsion Systems
- » Use of the Vessel Once Complete
- » Future Upkeep

#### How to Enrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

courses@maritimetrainingacademy.com maritimetrainingacademy.com



# Shipbuilding and Ship Repair

Our Shipbuilding and Ship Repair Diploma was the first of its kind to enter this vibrant industry and as a result, this unique course has made a strong impact amongst those already employed in this sector and those looking to start a career in shipbuilding and ship repair.

#### About the Course

This unique and exclusive Diploma will develop and deepen your knowledge of the Shipbuilding and Ship Repair sector. With this innovative course, you will gain the essential skills and knowledge required to enable you to successfully run and manage the building and repair process.

Module subjects include an array of challenging topics such as the specifications, docking and undocking processes and repairs to hull and machinery, alongside other essential subjects such as an introduction to the shipbuilding and ship repair industry, contracts and project management.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 12 modules. 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 individuals wanting to take up a Superintendent's role, a position within a yard or to learn more about the issues faced in these roles. Ideal both for experienced professionals wishing to update their knowledge and those approaching this subject for the first time.

#### Course Syllabus\*

- » An Overview of the Shipbuilding and the Ship Repair industry
- » Specifications
- » Ship Repair Work to Hull and Machinery (I)
- » Ship Repair Work to Hull and Machinery (II)
- » Project Management
- » Shipbuilding Yards and the Newbuilding Process
- » Contracts
- » The Docking Process
- » Lay Period in Dock
- » Undocking
- » Special Docking Situations
- » Summary of the Shipbuilding and Ship Repair Industry

#### How to Fnrol

Register as early as you can for the start of the course on 1st April. The registration period will be kept open until 30th September. Students can start from the point of their enrolment at any time between these dates.

### Course Enquiries

+44 (0)1252 739779

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# **Ship Security**

Our Diploma in Ship Security covers key competencies across Ship Security and Anti-Piracy Operations, allowing you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

With this Diploma you will develop and deepen your knowledge of the Ship Security industry. You will engage with a range of challenging topics such as the ISPS Code, Passenger Vessel Security, Superyacht and Private Yacht Security. It will also cover preventive measures and security procedures as well as the actual event. You will learn the skills required to build a successful career in the Ship Security industry.

Studying this Diploma is a great way to boost your career prospects. Many students study to develop themselves in their existing role, while others study with a complete change of career in mind.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 11 modules. 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?

Studying the Diploma in Ship Security is applicable to existing professionals working in the industry as well as those looking to commence a career in Ship Security.

### Course Syllabus\*

- » Introduction to Ship Security
- » The Historical and Current Situation
- » ISPS Code
- » The Law and Ship Security
- » Preventive Measures and Security Procedures
- » The Actual Event
- » Preventive Security Measures on Commercial Vessels
- » Passenger Vessel Security
- » Superyacht and Private Yacht Security
- » Crew Impacts
- » Maritime Onshore Security

#### How to Enrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

courses@maritimetrainingacademy.com maritimetrainingacademy.com



# Ship Surveying

# Our Ship Surveying Diploma is the most advanced distance learning course available 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, and cargo surveys, 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 maritimetraining academy.com

#### Course Structure

Level One - Diploma or Certificate

**Level Two** – Practical Surveyor's Log Book (SLB) Prerequisites: 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

Prerequisites: 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 is 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. It is also ideal for the seasoned professional looking to update their knowledge.

### Course Syllabus\*

- » Introduction to the Shipping Industry
- » Fssential Law
- » Report Writing for Marine Surveyors
- » The Different Types of Survey
- » Safety and Operational Surveys
- » Incident and Accident Investigation
- » Surveying Engines and Ship Systems
- » ISM and ISPS Codes
- » Warranty and Insurance Surveys
- » Cargo Surveys
- » Flag and Port State Control Inspections
- » Surveying the Hull Structure

#### How to Enrol

Register as early as you can for the start of the course on 1st April. The registration period will be kept open until 30th September. Students can start from the point of their enrolment at any time between these dates.

#### Course Enquiries

+44 (0)1252 739779

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



# Superyacht Management

Our Superyacht Management Diploma has been specifically developed for yacht management professionals looking to increase their expertise and excel in their career.

#### About the Course

As a progression from our successful Diploma in Superyacht Operations, the Diploma in Superyacht Management has been developed. This course is specifically designed to cover the specialist knowledge required by those currently working in, or making the transition to, the yacht management sector or its divisions. This course will teach you the essential elements of yacht management on a day-to-day basis. With this Diploma you will develop your knowledge of the superyacht industry from a yacht management perspective, enabling you to fulfil your job role to its maximum potential with greatest efficiency.

Module subjects include ownership structures, personnel, logistics and safety management, along with other essentials such as technical management, insurance, budgeting and charter management.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 12 modules. 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?

Studying the Diploma in Superyacht Management is particularly aimed at yacht managers, technical managers, charter managers, DPAs, and those Captains and senior crew looking to make the transition to a shore-based support role.

## Course Syllabus\*

- » Introduction to the Superyacht Industry
- » Management of Safety
- » Emergency Preparation and Response
- » Ownership Structures
- » Logistics of Superyacht Management
- » Budgets and Accounting
- » Management of Security
- » Essential Law
- » Insurance
- » Technical Management
- » Charter Management
- » Personnel

#### How to Enrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

### **Course Enquiries**

+44 (0)1252 739779

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

Course Director

# Russell Stockil

Director of Yacht Management at Yachtzoo

Russell has worked in the yachting industry for 30 years (12 aboard and 18 ashore) and therefore has a wealth of experience of both onboard and onshore management. He is a fully qualified Captain and Marine Surveyor, as well as a member of the Nautical Institute.

Russell has worked on over 200 onboard audits and technical inspections, of yachts ranging from 35 to 135 metres in length and carrying a wide range of machinery and operating systems. He has also been involved in project management and oversight of large refit periods for many highprofile clients.

HTZOO

# **Superyacht Operations**

Originally launched in 2004, the Diploma in Superyacht Operations became the first course of its kind ever to enter the Superyacht Industry and its unrivalled success with industry professionals has continued to flourish year on year.

#### About the Course

The Superyacht Operations Diploma will develop and deepen your knowledge of the Superyacht industry and its onboard operations, which in turn will help you to excel in your career. Whether you work at sea or on land, this course will provide you with essential industry knowledge and skills, giving you a better understanding of how to run a Superyacht with success and efficiency.

Module subjects include chartering, operational management, ISM, ISPS, personnel and interior management, along with other essential subjects such as accounting, legal aspects, insurance, repairs and maintenance.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 12 modules. 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?

Studying the Superyacht Operations Diploma is perfect for captains and senior crew, as well as shore-based professionals such as yacht managers, brokers, yacht agents, recruitment consultants, marine lawyers, Owner's representatives and project managers.

### Course Syllabus\*

- » An Introduction to the Superyacht Industry
- » Personnel
- » Operational Management
- » Interior Management and Catering
- » Accounting
- » Chartering
- » Repairs and Maintenance
- » Legal Aspects of Superyacht Management
- » Superyacht Insurance
- » Newbuilding Project Management
- » Security and the ISPS Code
- » The ISM Code

#### How to Enrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

courses@maritimetrainingacademy.com maritimetrainingacademy.com



# Superyacht Project Management – Refit and Newbuilding

Introducing our innovative Diploma in Superyacht Project Management – Refit and Newbuilding.

#### About the Course

Our innovative Superyacht Project Management – Refit and Newbuilding Diploma has been developed to provide essential guidance to anyone embarking on or currently involved with a refit or newbuild project. The course is designed to enhance your project management skills and assist you at each stage of the refit and build process, thereby leaving you better prepared to successfully manage a project, much to the satisfaction of the Owner.

Module subjects include managing expectations and change orders, along with more essential topics such as contract law, documentation, accountancy and the refit and build process.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 10 modules. 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?

It is suitable for Captains, senior crew and engineers, yacht managers, brokers, project managers, Owner's representatives, marine lawyers and shipyard employees.

# Course Syllabus\*

- » An Introduction to Superyacht Project Management – Refit and Newbuilding
- » Accountancy and Payments
- » Project Management
- » Project Completion and Acceptance
- » Change Orders
- » Build Process and Building the Yacht
- » Refit Process and Refitting the Yacht
- » Managing Expectations
- » Contacts
- » Documentation

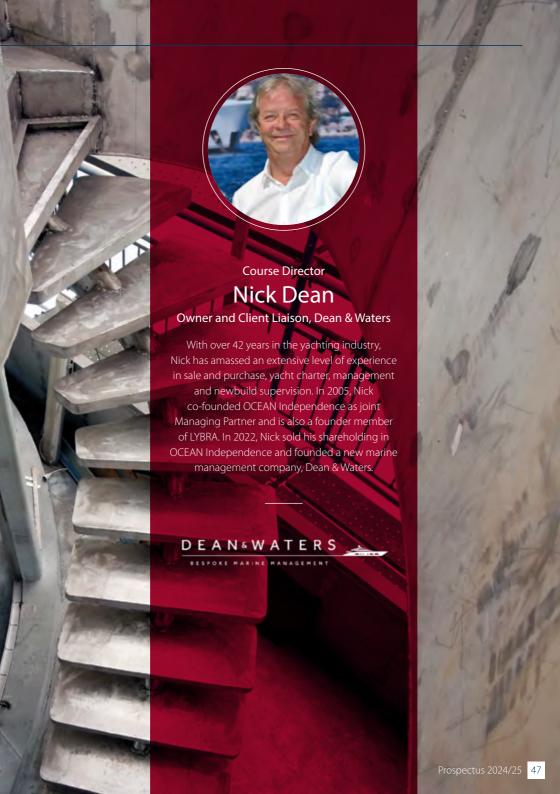
#### How to Enrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

courses@maritimetrainingacademy.com maritimetrainingacademy.com



# Superyacht Pursers

Our Superyacht Pursers Diploma has been specifically developed for professional interior superyacht staff looking to increase their expertise and excel in their career.

#### About the Course

The Superyacht Pursers Diploma will teach you the essential elements of the role of a superyacht purser on a day-to-day basis. With this Diploma you will develop a much wider knowledge of the superyacht industry, as well as the more detailed aspects of what a Purser needs to do in order to be outstanding as part of the management team on a larger superyacht. The learning you will gain should enable you to fulfil your job role as a Superyacht Purser to its maximum potential with greatest efficiency.

Module subjects include the role of the purser, superyacht operations both routine and emergency, crew management, accounting and budgeting, the regulatory environment in which you work, port clearance, charter operations, destination management and travel and logistics.

#### Course Structure

The course consists of 10 modules. 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?

Studying the Superyacht Pursers Diploma is particularly aimed at all interior crew members giving them a career path progression with the ultimate potential to move ashore with a recognised professional personnel management qualification.

### Course Syllabus\*

- » History of the Superyacht Industry and Where We Are Today
- » The Role of the Purser
- » Yacht Operations
- » Crew Management
- » Accounting and Budgeting
- » The Regulatory Environment
- » Port Clearance
- » Charter Operations
- » Destination Management
- » Travel and Logistics

#### How to Fnrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

# Course Enquiries

+44 (0)1252 739779

courses@maritimetrainingacademy.com maritimetrainingacademy.com



# Superyacht Surveying

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

#### About the Course

Superyachts are a fascinating part of the maritime industry. Glamorous, expensive and, in many cases, huge. For many surveyors, they are seen as a potential future source of income, extending their surveying services from Yachts and Small Craft or Commercial Shipping into this market. This course is aimed at giving the prospective surveyor the background information needed in order to enter the market properly prepared to face the specific challenges that superyachts provide.

Detailed information on module content is available at maritimetraining academy.com

#### **Course Structure**

The course consists of 11 modules. 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?

The Diploma in Superyacht Surveying is suitable for prospective surveyors, giving them the background information they will need to face the specific challenges that superyachts provide. It is also suitable for current marine surveyors intending to expand into this vibrant sector.

### Course Syllabus\*

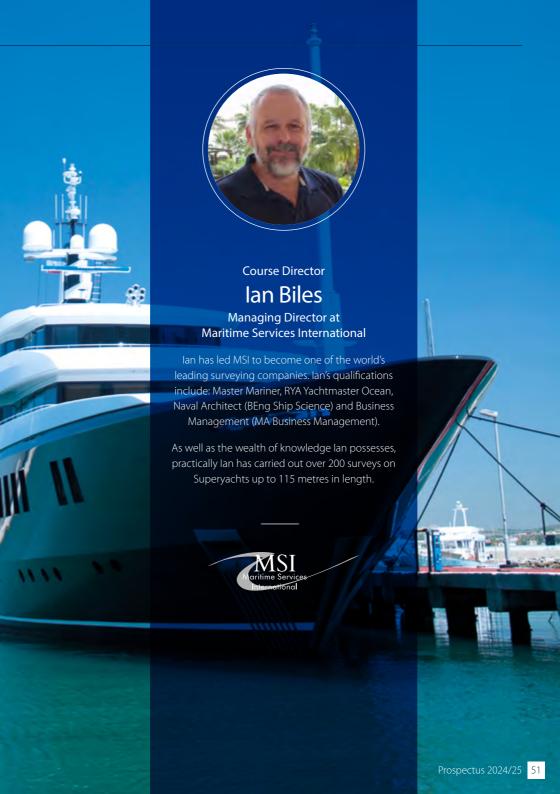
- » An Introduction to the Superyacht Industry and Superyacht Surveying
- » Regulatory Framework for Superyachts
- » Surveying the Main Engines and Auxiliaries
- » Surveying the Onboard Systems
- » Superyacht Toys
- » Surveying the Interior
- » Surveying the Safety Equipment and Systems
- » Superyacht Sea Trials
- » Specific Areas
- » Surveying the Hull and Superstructure
- » Superyacht Finishing

#### How to Enrol

Register as early as you can for the start of the course on 1st April. The registration period will be kept open until 30th September. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779



# **Tanker Operations**

# Our Diploma in Tanker Operations allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

The Tanker Operations course is designed to encompass all aspects relating to the operation of the tanker. The subject matter gives a historical description of the tanker and the types used. The course also discusses all aspects relating to loading and offloading etc., including the tanker's operating equipment. In addition, the course describes all safety issues relating to the tanker's operations.

Detailed information on module content is available at maritimetraining academy.com

#### **Course Structure**

The course consists of 9 modules. 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?

The Diploma in Tanker Operations is suitable for new intakes about to serve on tankers, and tanker company management personnel who wish to form a broad knowledge of tanker operations. The course also serves to fill in the knowledge gaps of those professionals already working in this sector of the marine industry, including onshore technical staff, suppliers, educators and trainers, as well as equipment manufacturers.

### Course Syllabus\*

- » Tanker Operations Introduction
- » Tanker Design and Construction
- » Tanker Stability, Gauging Systems and Operating Systems
- » Cargo Operational Checks and Procedures
- » Cargo Management Systems and Safety Control Systems
- » Tanker Fire Safety and Maintenance Systems
- » Shuttle Tankers / FSU / MCV Operations
- » Tanker Law
- » International Codes for Tankers and Safety Procedures

#### How to Enrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

#### Course Enquiries

+44 (0)1252 739779



# **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 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 maritimetraining academy.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.

### Course Syllabus\*

- » The Shipping Industry and the Role of the Superintendent
- » Quality Assurance Safety and Security
- » Essential Commercial and Shipping Law
- » Maintenance and Docking
- » Finance Considerations
- » The Ship Life Cycle
- » Project Management and Reporting
- » Emergency Preparation and Response

### **Specialist Modules**

(One to be selected)

- » The Marine Superintendent
- » The Technical Superintendent

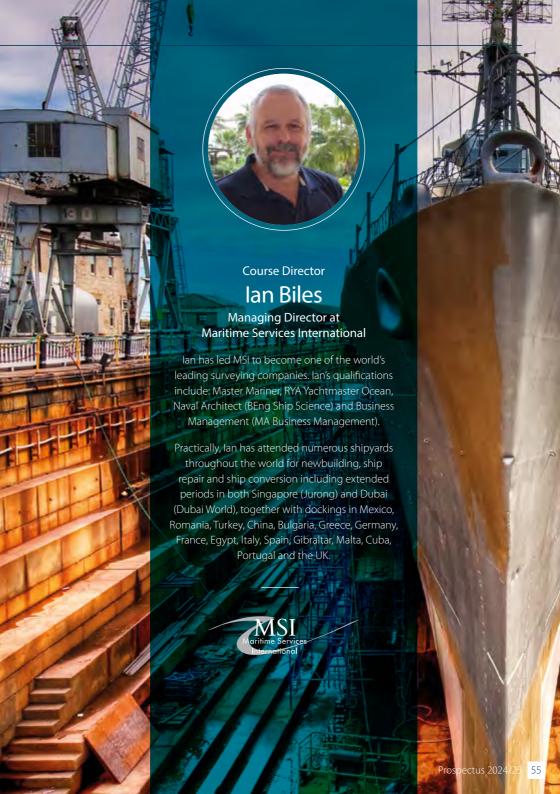
#### How to Enrol

Register as early as you can for the start of the course on 1st April. The registration period will be kept open until 30th September. Students can start from the point of their enrolment at any time between these dates.

#### Course Enquiries

+44 (0)1252 739779

courses@maritimetrainingacademy.com maritimetrainingacademy.com



# **UHNW Asset Management on Superyachts**

Our unique Diploma in UHNW Asset Management on Superyachts has been designed for those wanting a deeper appreciation of this specialist area.

#### About the Course

Successfully caring for prestigious objects presents interior crew with unique challenges. Equip yourself with the knowledge and practical skills to care for art collections and luxury design on board superyachts.

This course will give you up-to-date techniques in arts management specifically for superyachts. Topics covered will include an art history and art market overview, environmental considerations, handling and transport, plus the legal issues involved in the movement of artworks across borders and at sea. You will be introduced to art as a fundamental feature of the luxury sector and will gain insights into its rich and diverse nature.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 12 modules. 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?

The course is fundamentally aimed at those:

- » Wanting to work in this area
- » Wanting to increase their knowledge and responsibility in this area
- » Working in conjunction with this area and require a good working knowledge of it A good working knowledge of the industry is an obvious benefit, but this is not essential.

## Course Syllabus\*

- » An Introduction to Art and its Relevance in Today's World
- » Historiography, Iconography and Further Art Terms and Concepts
- » The Importance of Art in Society
- » The Art Market
- » Logistics
- » Environmental Management for Art
- » Materials and Media
- » Framing
- » Art Insurance
- » Copyright and Intellectual Property (IP) Protection
- » Fakes, Forgeries and Forensics
- » Export Risks

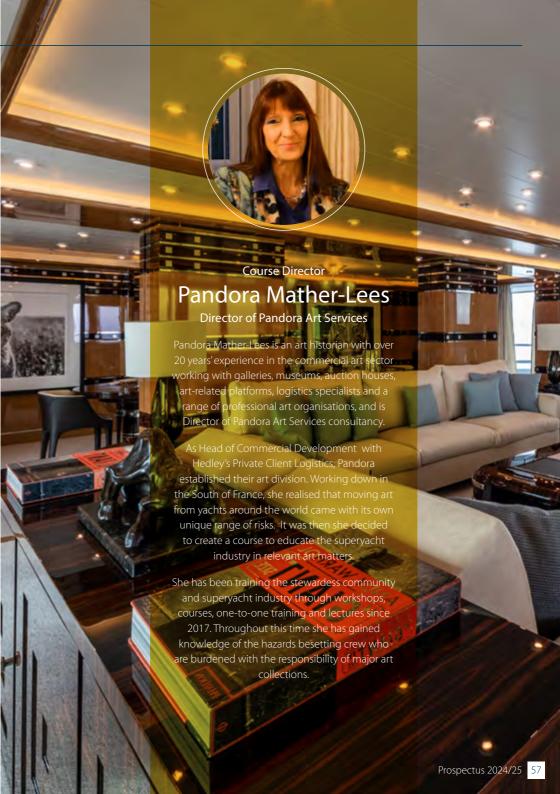
#### How to Enrol

Register as early as you can for the start of the course on 1st April. The registration period will be kept open until 30th September. Students can start from the point of their enrolment at any time between these dates.

## **Course Enquiries**

+44 (0)1252 739779

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



# Yacht and Boat Building

Our Diploma in Yacht and Boat Building allows you to develop specialist knowledge and enhance your career opportunities.

#### About the Course

This unique distance learning course has been developed to provide a wealth of knowledge on the subject of building a yacht or boat.

Module subjects cover areas such as how to manage the build process and the different materials that can be used, as well as how to best fit out the finished build and to ensure your vessel is safe to be on water.

Our authors are experts in boat building, having either worked in the industry or completed boat building projects of their own.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 10 modules. 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?

You are not required to have any previous experience of Yacht or Boat Building, only an interest in developing your knowledge on this subject. Whether that is to realise the dream of building your own boat as a hobby, or to help with your career, this course will provide a structured learning platform.

To make the most of this course you should be willing to embrace new concepts about Yacht and Boat Building.

### Course Syllabus\*

- » Deciding on a Boat to Build
- » Managing the Build Process
- » Documentation and Training
- » Constructing in Steel/Aluminium
- » Mechanical Systems
- » Basics of Yacht/Boat Building
- » Constructing a Wooden Boat
- » Building in Glass-Reinforced Plastic (GRP)
- » Fitting Out
- » Finishing the Vessel

#### How to Enrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

### **Course Enquiries**

+44 (0)1252 739779

courses@maritimetrainingacademy.com maritimetrainingacademy.com



# Yacht and Small Craft Surveying

The Diploma in Yacht and 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 maritimetraining academy.com

#### Course Structure

Level One - Diploma or Certificate

**Level Two** – Practical Surveyor's Log Book (SLB) Prerequisites: 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

Prerequisites: 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 is the Course Suitable for?

This course is for marine surveyors and people working in related areas who wish to learn about this topic. Ideal for the seasoned professional looking to update their knowledge or the novice wishing to learn about this subject for the first time.

### Course Syllabus\*

- » An Introduction to the Yacht and Small Craft Industry and the Role of the Yacht and Small Craft Surveyor
- » The Essential Basics of Carrying Out a Yacht Survey
- » Report Writing for Marine Surveyors
- » Running a Successful Yacht and Small Craft Surveying Business
- » Essential Law
- » Surveying GRP Yachts
- » Surveying Steel and Aluminium Yachts
- » Surveying Wooden Boats
- » Surveying Yacht Engines and Systems
- » Surveying Rigs and Sails
- » Valuation Surveys
- » Sea Trial

#### How to Enrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

courses@maritimetrainingacademy.com maritimetrainingacademy.com



# Yacht Brokerage

With this recognised diploma you will develop and strengthen your knowledge of the yacht brokerage industry and gain the skills necessary to excel in your brokerage career.

#### About the Course

Originally entering the market in 2009 as the Diploma in Boat Retail and Brokerage, we have now redeveloped this course to provide you with two additional modules (in Charter and Sales), whilst also now covering the brokerage of yachts of all sizes. With these exciting new changes set in place, we have now relaunched this course as the Diploma in Yacht Brokerage.

Module subjects include essential matters such as registration, title, rules and regulations, yacht brokers and the law, business management and valuation along with other challenging subjects such as insurance, finance, sea trials and chartering.

Detailed information on module content is available at maritimetraining academy.com

#### Course Structure

The course consists of 12 modules. 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?

Whether you are already an experienced broker or looking to make the transition to this vibrant industry in a junior capacity, the Diploma in Yacht Brokerage is applicable to anyone working within a yacht or charter brokerage environment.

#### Course Syllabus\*

- » An Introduction to the Yacht Brokerage Industry
- » Types of Vessels and Technical Descriptions
- » Registration, Title, Rules and Regulations
- » Boat Brokers and the Law
- » Business Management
- » The Surveyor in Practice
- » Sea Trials
- » Valuation
- » Insurance
- » Finance
- » Charter Yacht Brokerage
- » Yacht Sales

### How to Enrol

Register as early as you can for the start of the course on 1st October. The registration period will be kept open until 31st March of the following year. Students can start from the point of their enrolment at any time between these dates.

#### **Course Enquiries**

+44 (0)1252 739779

courses@maritimetrainingacademy.com maritimetrainingacademy.com



# Course Director Toby Maclaurin

Director of Sales and Marketing at Ocean Independence

Toby is Ocean Independence Director of Sales in addition to being a Group Board Member and Shareholder of this leading superyacht group. Toby's role as Director is exceptionally varied and primarily involves him providing business and troubleshooting support for the group's 50+ sales and charter brokers across 13 international locations. He has served on the council of Association of Brokers and Yacht Agents (ABYA) and was elected to the Worldwide Yachting Association (MYBA) governing board in March 2008. He then completed 4 years as MYBA President, followed by 4 years as Chairman of the association's commercial company All Yachting SAS which owns and operates Yachtfolio.com and the MYBA Charter Show.

OCEAN

# **Maritime Studies**

# Design Your Own Diploma

With Maritime Training Academy, you can create a bespoke maritime training course for your specific needs and interests. Choose between 10 and 12 modules from our portfolio of 26 Diplomas comprising over 270 modules.

Fees for this option are the same as for our other Diploma courses – £2,950 for the full Diploma, covering the chosen modules as PDFs, student assignment marking, examination costs and the issuing of a Diploma; and £2,150 for the Certificate, which covers the chosen modules as PDFs, marking of student assignments and the issuing of a Certificate.

Students wishing to pursue this option are asked to complete the separate Maritime Studies enrolment form found <u>here.</u>

# **Course Enquiries**

+44 (0)1252 739779





# **Short Courses**

Maritime Training Academy offers a great selection of short courses, designed to grow your skills in key areas of the maritime industry.

### **Tools Required for Study**

In order to study with us, you will need a computer with regular and reliable access to the internet.

### **English for Learning**

All study material is written in English. You will therefore need to be sufficiently competent in the English language to enable you to study at higher education level.

#### How the Courses Work

The modules are uploaded onto our student web portal, allowing students to access the material at any stage during their course. The modules are available in a PDF format and students are able to download or print the material when required. There will be an online multiple-choice assessment at the end of each module. Students will have between 6 to 12 months to complete the course from the date of registration, and on successful completion will receive a certificate.







# **Alternative Marine Fuels**

The course objectives provide a fundamental knowledge on alternative marine fuels, including Liquefied Natural Gas (LNG), Hydrogen, Methanol and Biomethane, Bioethanol and Biodiesel, Ammonia and Battery-Powered Marine Systems.

### Course Structure

The online course consists of 1 module that must be completed within 6 months. The module consists of text and charts to help you with your learning and 20 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will be rewarded with a Certificate in 'Alternative Marine Fuels'

### Course Syllabus

- » Fuel composition
- » Overview and the types of fuel productions available
- » Fuel storage
- » Fire hazards and fire protection
- » Fuel advantages and disadvantages
- » The alternative marine fuel systems overview

### Who is the Course Suitable for?

The course would be suitable for all Mariners and vessel crew, Marine Engineers and Technicians, Technical Superintendents, Technical Directors and Managers, Insurance Claims Handlers, Insurance Underwriters and Insurance Brokers.

#### How to Enrol

Complete the application form by downloading it here, or from the home page of the website

# maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

# Course Fee

£295 +VAT (where applicable).

# Course Enquiries

+44 (0)1252 739779



# **Cargo Surveying**

This course delves deeper into the subject of cargo surveying and provides in-depth knowledge, describing the different types of cargo likely to be encountered, as well as the various packaging methods used. The course also provides a complete overview of the skills necessary to undertake this type of work.

#### Course Structure

The online course consists of 1 module that must be completed within 6 months. The module consists of text, charts and pictures to help with your learning and 10 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will be rewarded with a Certificate in 'Cargo Surveying'.

### Course Syllabus

- » Marine Cargo Insurance
- » What is Cargo Surveying?
- » Surveying Tools
- » Pre-Survey Requirements
- » Duties of a Cargo Surveyor
- » What a Surveyor Needs to Do on a Survey
- » Documents Required
- » Terms of Sale of Goods and their Transport Insurance
- » Mode of Transportation
- » Form of Conveyance of Goods
- » Types of Packaging
- » Types of Cargo
- » Resolution of Claims
- » Determination as to How / When Loss Occurred
- » Report Writing

- » Hague-Visby Rules
- » Role of a Claims / Loss Adjuster
- » Health and Safety Issues

#### Who is the Course Suitable for?

This one modular course is aimed at new and experienced surveyors who wish to learn more about cargo surveying and will give you an in-depth insight into the subject.

#### How to Enrol

Complete the application form by downloading it here, or from the home page of the website

maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

#### Course Fee

£295 +VAT (where applicable).

### **Course Enquiries**

+44 (0)1252 739779



# **Conducting an Inclining Test**

The intention of this course is to provide sufficient information for the student to carry out the test and to understand the technical background without going into any unnecessary detail, specifically regarding the determination of the hydrostatic properties of vessels.

#### Course Structure

The online course consists of 1 module that must be completed within 6 months. The module consists of text and charts to help you with your learning and 20 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will be rewarded with a Certificate in 'Conducting an Inclining Test'.

# Course Syllabus

- » Introduction
- » Theory
- » Preparation
- » Carrying out the Test
- » Analysis and Calculation
- » Definitions
- » Symbols

#### Who is the Course Suitable for?

This course is suitable for those who have to carry out or assist in carrying out an inclining test. The course includes both a general background of the theory of the test, as well as the practical considerations for ensuring that the test is carried out accurately. This will enable the student who has carried out the course to understand what is happening during the test and why it is happening.

#### How to Enrol

Complete the application form by downloading it here, or from the home page of the website

maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

#### Course Fee

£295 +VAT (where applicable).

## **Course Enquiries**

+44 (0)1252 739779



# **History of Marine Art**

In this course, we embark on a voyage through time and creativity, exploring the profound influence of the sea on the history of art.

#### Course Structure

The online course consists of 1 module that must be completed within 6 months. The module consists of text and images to help you with your learning and 20 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will be rewarded with a Certificate in 'History of Marine Art'.

# **Course Syllabus**

- » Marine vs Maritime Art: A Thematic Approach
- » Maritime Beginnings
- » The Early Modern Period
- » Seas of Nations
- » Maritime Art in the British Isles

### Who is the Course Suitable for?

This is a course in the Blue Humanities, and as such, appeals to a diverse audience: art and nautical enthusiasts, shipowners seeking vessel decoration inspiration, travellers intrigued by coastal regions, history buffs and art collectors, as well as creative individuals seeking inspiration from the sea. It offers a comprehensive exploration of the sea in art over time, enriching the understanding of the intimate relationship between art, culture, and the maritime world.

#### How to Enrol

Complete the application form by downloading it <u>here</u>, or from the home page of the website

# maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

### Course Fee

£295 +VAT (where applicable).

## **Course Enquiries**

+44 (0)1252 739779



# Introduction to the ISM Code

This course will provide you with a detailed and comprehensive insight into all aspects of the International Safety Management (ISM) Code.

#### Course Structure

The online course consists of 1 module that must be completed within 6 months. The module consists of text and charts to help you with your learning and 10 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will be rewarded with a Certificate in 'Introduction to the ISM Code'

# Course Syllabus

- » Introduction
- » ISM Code
- » Quality Assurance
- » The Audit Process
- » Risk Management
- » Risk Assessments
- » Contingency Planning
- » Requirements from Top Management
- » Remember the ISM Code Philosophy
- » A Final Statement of the Effectiveness of the ISM Code

### Who is the Course Suitable for?

This short course module is aimed at those studying for MCA Certificates of Competency, both deck and engine, as well as those persons involved in vessel and yacht management, who would be involved with the various areas of compliance. It is also suitable for those involved with audit processes, both internal and external. In essence, it will cover many areas which will be of interest to any professionals working in the maritime industry.

#### How to Enrol

Complete the application form by downloading it here, or from the home page of the website

# maritimetrainingacademy.com

and email to:

courses@maritimetrainingacademy.com

#### Course Fee

£295 +VAT (where applicable).

# **Course Enquiries**

+44 (0)1252 739779



## **Introduction to Port State Inspections**

This course has been introduced to provide a comprehensive and detailed insight into the application, requirements and various outcomes of a vessel undergoing a Port State Control (PSC) inspection.

#### Course Structure

The online course consists of 1 module that must be completed within 6 months. The module consists of text and charts to help you with your learning and 10 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will be rewarded with a Certificate in 'Port State Inspections'.

#### Course Syllabus

- » An Introduction to Port State Control Inspection
- » Regions and Cooperation between Port States
- » Port State Control Inspections
- » Deficiencies and Detentions
- » Appendix 1 Code of Good Practice for PSC Officers
- » Appendix 2 Model Forms for PSC Officers Inspections
- » Appendix 3 Guidance on Type of Inspections
- » Appendix 4 Eligibility of Yachts to Port Sate Control
- » Appendix 5 Master's Checklist Prior to a PSC Inspection
- » Appendix 6 The Paris MoU New Inspection Regime

#### Who is the Course Suitable for?

The short course module is aimed at Officers studying for MCA Certificates of Competency for both deck and engine. It will also be of advantage to those persons involved in vessel and superyacht management, especially those who undertake audit inspections for shipping companies, and staff who oversee reporting and monitoring processes within a company.

#### How to Enrol

Complete the application form by downloading it <u>here</u>, or from the home page of the website

## maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

#### Course Fee

£295 +VAT (where applicable).

### **Course Enquiries**

+44 (0)1252 739779



## Introduction to Ship Surveying

This module is intended to provide you with an overview of the shipping industry and give you an idea of where you, as a surveyor, will fit into the industry. Learn about a qualified surveyor's job role and the variety of tasks that you may be asked to perform.

#### Course Structure

This online course consists of 1 module that must be completed within 6 months. The module consists of text and charts to help you with your learning and 10 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will receive a Certificate in 'Introduction to Ship Surveying'.

#### Course Syllabus

- » Introduction
- » Overview of the Shipping Industry
- » Vessels
- » Cargoes, Passengers and Others in the Industry
- » The Regulation of the Shipping Industry
- » Commercial Law and International Trade
- » Marine Insurance
- » Ship Management
- » Marine Surveying
- » Summary and Conclusion
- » Appendix 1 History of the IMO
- » Appendix 2 History of the ILO

#### Who is the Course Suitable for?

This course is specifically designed for existing Surveyors or those looking to embark on a career as a Marine Surveyor.

#### How to Fnrol

Complete the application form by downloading it <u>here</u>, or from the home page of the website **maritimetrainingacademy.com** 

courses@maritimetrainingacademy.com

#### Course Fee

and email to:

£295 +VAT (where applicable).

#### **Course Enquiries**

+44 (0)1252 739779



# Introduction to the Inventory of Hazardous Materials (IHM) on Ships

The objective of this course is to provide an understanding of the rules and regulations concerning the Inventory of Hazardous Materials (IHM), paying attention to the materials included along with the surveying procedures to be followed.

#### **Course Structure**

The online course consists of 1 module that must be completed within 6 months. The module consists of text and charts to help you with your learning and 20 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will be rewarded with a Certificate in 'Introduction to the Inventory of Hazardous Materials (IHM) on Ships'

### Course Syllabus

- » Background
- » The Hong Kong Convention
- » The Basel Convention and the Basel Ban Amendment
- » The EU Ship Recycling Regulations (EU SRR)
- » The Inventory of Hazardous Materials (IHM)
- » Materials to be Listed in the IHM
- » Training and Qualifications of IHM Surveyors
- » Preparation of Visual and Sampling Check Plan (VSCP)
- » Survey and Certification
- » Material Declaration
- » Supplier's Declaration of Conformity (SDOC)

- » Format of Inventory of Hazardous Materials
- » Certificate of Inventory

#### Who is the Course Suitable for?

This course has been developed for anybody wanting a better understanding of what is involved in complying with the regulations which came into force on 31 December 2018.

#### How to Enrol

Complete the application form by downloading it <u>here</u>, or from the home page of the website

maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

#### Course Fee

£295 +VAT (where applicable).

#### **Course Enquiries**

+44 (0)1252 739779



## Introduction to the Superyacht Industry

Our Introduction to the Superyacht Industry course will provide you with a basic but essential theoretical understanding of the industry. With this knowledge, you will be better prepared to undertake a new and successful career within the Superyacht Industry.

#### Course Structure

This step-by-step online course consists of 4 modules that must be completed within 6 months

Each module consists of text, charts and pictures to assist with your learning and 10 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass before embarking on the next module.

On successful completion of the 4 modules you will be rewarded with a Certificate in 'The Introduction to the Supervacht Industry' approved and registered by the PYA.

#### Course Syllabus

#### Module 1

» Introduction to the World of Superyachts

#### Module 2

» Life On Board

#### Module 3

» Safety and Training

#### Module 4

» Finding a Job

#### Who is the Course Suitable for?

This course is specifically designed for future crew looking to embark on their first season onboard a superyacht, and therefore no previous industry experience is required.

#### How to Enrol

Complete the application form by downloading it here, or from the home page of the website

### maritimetrainingacademy.com

and email to:

courses@maritimetrainingacademy.com

#### Course Fee

£295 +VAT (where applicable).

#### **Course Enquiries**

+44 (0)1252 739779



## **Managing Marine Insurance Claims**

This course will provide you with a detailed and comprehensive insight into the key components of marine insurance claims, covering marine hull, marine cargo, marine liability and P&I.

#### Course Structure

The online course consists of 1 module that must be completed within 6 months. The module consists of text and charts to help you with your learning and 20 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will be rewarded with a Certificate in 'Managing Marine Insurance Claims'

### Course Syllabus

- » Types of Insurance Claims
- » The Marine Insurance Claims Process
- » Handling Associated Marine Liability Claims

#### Who is the Course Suitable for?

This short course module is aimed at those requiring greater knowledge of the wider marine insurance claims process in the event of casualty or loss event. Losses which might materialise into marine insurance claims are an inevitable risk to maritime operations. An understanding of the types of loss that can occur, the process and persons involved in investigation and settlement, and a practical overview of the more complex marine insurance claims will provide the learner with a greater appreciation of the need to manage risks within the maritime environment. In essence, it will cover many areas of interest to any professionals working in the maritime industry.

#### How to Fnrol

Complete the application form by downloading it <u>here</u>, or from the home page of the website

maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

#### Course Fee

£295 +VAT (where applicable).

#### **Course Enquiries**

+44 (0)1252 739779



## **Marine Incident Investigation**

This specialist course will provide you with the crucial knowledge required when working in a marine incident investigation role.

#### Course Structure

The online course consists of 1 module that must be completed within 6 months. The module consists of text and charts to help you with your learning and 20 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will be rewarded with a Certificate in 'Marine Incident Investigation'.

#### Course Syllabus

- » The Background to Marine Incident Investigation
- » The Human Factor in Incident Investigations
- » Initial Actions in an Investigation
- » Managing the Investigation
- » Witnesses and Interview
- » Collecting Physical Evidence
- » Human Factors
- » Analysis, Tools and Techniques
- » Developing Conclusions and Making Recommendations
- » Witness Interviewing
- » The Cognitive Interview
- » List of Potential Sources of Evidence
- » References and Further Reading

#### Who is the Course Suitable for?

This course is perfect for personnel who are responsible for accident prevention, such as ship safety officers, company safety officers, Designated Persons Ashore (DPAs), Captains and senior ship officers, operational ship managers, engineering and/or marine superintendents. It also applies to safety professionals, incident investigators, marine surveyors, loss prevention managers, risk managers, P&I underwriters and claims managers, solicitors, accountants, Flag and PSC inspectors and classification society surveyors.

#### How to Enrol

Complete the application form by downloading it here, or from the home page of the website

maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

#### Course Fee

£295 +VAT (where applicable).

#### **Course Enquiries**

+44 (0)1252 739779



## **Maritime Emergency Preparation and Response**

This unique course will provide you with essential knowledge needed to help prepare you for the unexpected.

#### Course Structure

The online course consists of 1 module that must be completed within 6 months. The module consists of text and charts to help you with your learning and 10 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will receive a Certificate in 'Maritime Emergency Preparation and Response'.

### Course Syllabus

- » An Introduction to Emergency Preparation and Response
- » Preparation and Planning
- » Communication
- » Emergency Organisation
- » Training and Drills
- » Media
- » Appendix 1 IMO Guidelines on the Control of Ships in an Emergency
- » Appendix 2 A Self-assessment Guide to Check the Contents of an Emergency Plan
- » Appendix 3 Casualty Information
- » Appendix 4 Crisis Management and Communications

#### Who is the Course Suitable for?

This course is suitable for any personnel who are involved in the management of ships or yachts.

#### How to Enrol

Complete the application form by downloading it <u>here</u>, or from the home page of the website

maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

#### Course Fee

£295 +VAT (where applicable).

#### **Course Enquiries**

+44 (0)1252 739779



### Sails and Rigs

This course delves deeper into the subject and provides in-depth knowledge, focusing more on the construction process, servicing and surveying techniques which require additional knowledge and an upgrade in skills.

#### Course Structure

The online course consists of 1 module that must be completed within 6 months. The module consists of text and pictures to help you with your learning and 20 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will be rewarded with a Certificate in 'Sails and Rigs'.

#### Course Syllabus

#### Section 1 - Sails

- » Materials
  - » Dacron
  - » Spectra
  - » Moulded Sails
  - » 3Di
  - » PBO
  - » Cuben Fibre
  - » Spectra / Kevlar
- » Sail Inspection
  - » Head Sails (Genoa, Jib, Stays'l)
  - » Mainsails Lashings
  - » Spinnakers, Gennakers, Cruising Chutes, Chicken Chutes
  - » Storm Sails

#### Section 2 - Masts and Rigs

- » Masts
  - » Aluminium Masts
  - » Carbon Fibre Masts

#### » Rigs

- » Composite Standing Rigging
- » Stainless Steel, Brass and Galvanised Rig Fittings
- » Wire Standing Rigging
- » Rod Standing Rigging
- » Aluminium and Titanium Mast Fittings

#### Who is the Course Suitable for?

The course is designed for marine professionals with at least a basic understanding of the design and construction of modern rigs and sails, servicing techniques and areas of concern.

Perfect for riggers, sailmakers, racing and sailing crew, as well as marine surveyors.

#### How to Enrol

Complete the application form by downloading it <a href="here">here</a>, or from the home page of the website

maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

#### Course Fee

£295 +VAT (where applicable).

#### **Course Enquiries**

+44 (0)1252 739779



### **Superyacht Deckhand**

Superyachts have particular requirements of their crews and this short course will provide the deckhand so as to make the individual an indispensable member of any yacht crew.

The online course consists of 10 modules that must be completed within 12 months. The modules consist of text, charts and pictures to help with your learning and multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass before embarking on the next module.

On successful completion of the modules you will be rewarded with a Certificate in 'Superyacht Deckhand'

#### Course Syllabus

- » An Introduction to the Superyacht Industry
- Captain and Crew
- » Introduction and Overview for New Yacht Crew
- » Aluminium Vessels
- » FRP Vessels
- » Steel Vessels
- » Wooden Vessels
- » Sails and Rigs
- Basic Engineering for Deckhands Part 1
- Basic Engineering for Deckhands Part 2

Junior yacht crew who are starting out on their career. Ideal for those crew who have completed their minimum statutory qualifications and who are looking to differentiate themselves in the superyacht crew market place.

Complete the application form by downloading it here, or from the home page of the website

maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

£950 +VAT (where applicable).

+44 (0)1252 739779



## **Surveying Yacht and Small Craft Engines**

Modern-day mariners rely heavily on their yacht's engines and ancillary equipment. This course has been designed to highlight the possible weaknesses that may show up and why.

#### Course Structure

The online course consists of 1 module that must be completed within 6 months. The module consists of text, charts and pictures to help with your learning and 10 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will be rewarded with a Certificate in 'Surveying Yacht and Small Craft Engines'.

### Course Syllabus

- » Introduction
- » Types of Engine
- » Engines
- » Fuel Systems
- » Drive Systems
- » Exhaust Systems

#### Who is the Course Suitable for?

This one modular course is aimed at experienced surveyors who wish to learn more about Surveying Yacht and Small Craft Engines and will give a thorough insight into the subject.

#### How to Enrol

Complete the application form by downloading it <u>here</u>, or from the home page of the website

maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

#### Course Fee

£295 +VAT (where applicable).

#### **Course Enquiries**

+44 (0)1252 739779



## **Surveying Yacht and Small Craft Systems**

This course has been designed to give you an idea of what some of the common faults are with certain systems and how to report these facts.

#### Course Structure

The online course consists of 1 module that must be completed within 6 months. The module consists of text, charts and pictures to help with your learning and 10 multiple-choice questions. Students are required to achieve a mark of at least 70% in order to pass.

On successful completion of the module you will be rewarded with a Certificate in 'Surveying Yacht and Small Craft Systems'.

### Course Syllabus

- » Introduction
- » Exhaust Systems
- » Air Conditioning
- » Water Systems
- » Fuel Systems
- » Bilge Pumps
- » Gas Systems
- » Electrical Systems
- » Safety Equipment
- » Limitations of a Marine Surveyor
- » Non-intrusive Examination

#### Who is the Course Suitable for?

This short course is aimed at experienced surveyors who wish to learn more about Surveying Yacht and Small Craft Systems and will give you an insight into the subject.

#### How to Enrol

Complete the application form by downloading it here, or from the home page of the website

maritimetrainingacademy.com and email to:

courses@maritimetrainingacademy.com

#### Course Fee

£295 +VAT (where applicable).

#### **Course Enquiries**

+44 (0)1252 739779

### **Terms and Conditions**

#### The Course

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

**Course Duration:** Students will 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 they cannot be held liable for any delays resulting from unforeseen circumstances.

**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 they must all be completed at least six weeks before the date of the final examination.

**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 exams in **April** and **October**. Although this is not compulsory, many previous students have found the tutorials beneficial and an excellent opportunity to meet fellow students, the Course Director, authors and tutors.

**Tutors and Authors:** To support you during your studies, tutors and authors are available to help with any questions or technical queries by email 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 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 additional expenses incurred will need to be met by the student.

Alternatively, students can sit the examination online instead of at an approved venue. They will need either a laptop or desktop computer with a reliable, fixed line internet connection, together with a 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. This includes the course modules as PDFs, the marking of the student assignments and the issuing of a Certificate.

Diploma Fee: For Diploma candidates the fee is £2.950. 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 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.

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 £500, and modules are sent out every 3 months.

Air Courier Fee: For an additional fee of £375. 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 an additional fee of £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 Written Fxams: You are entitled to resit a written exam once, subject to payment of an additional fee of £250. Any additional expenses will need to be met by the student.

Resit Online Exams: You are entitled to resit an online exam once, subject to payment of an additional fee of £350 (the £250 resit fee plus the £100 online examination fee).

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 whether 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 400, 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 process card payments over the phone.

#### **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

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