

# Prospectus



**2025/26** [maritimetrainingacademy.com](https://maritimetrainingacademy.com)



# Welcome

**At the Maritime Training Academy, we help professionals across the industry take the next step in their careers.**

Whether you're looking to upskill, specialise or advance, our flexible distance-learning diplomas are designed with your future in mind. With expert guidance and dedicated support, you'll gain practical, career-focused knowledge.

Our wide-range of diplomas cover subjects in the Superyacht, Shipping and Offshore industries, with subjects such as Superyacht Management, Yacht Brokerage, Maritime Law, Offshore Operations and many more – giving you the freedom to specialise in your chosen field.

Join thousands of students worldwide who are investing in their future with respected qualifications that open doors across the global maritime industry.



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## Why choose the Maritime Training Academy?

### LATEST INDUSTRY DEVELOPMENTS

Students have access to regularly updated course material, through our strong industry connections, ensuring their training reflects the latest changes and developments across the maritime sector.

### LEARN AS YOU EARN

Most of our students study part-time while working full-time. This flexible approach allows you to fit your studies around your job and progress at your own pace. Gaining experience and qualifications simultaneously also demonstrates your commitment to career development.

### OUTSTANDING TEACHING

Our study materials are developed by industry experts actively working in their specialist fields. We deliver exceptional teaching based on thorough research and many connections within the maritime sector. Our tutors are practising professionals with solid academic credentials and hands-on experience, bringing sector-specific skills directly to your learning.

### INTERNATIONAL RECOGNITION

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



# Maritime Training Academy

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## WORLD-CLASS LEARNING

What makes studying with us truly inspiring is not just what you learn, but how you learn. Our flexible distance learning fits around your lifestyle, whether you're at home, on board, or anywhere in the world. We connect you with engaging content and provide regular support from expert tutors, helping you stay motivated and confident. You'll be challenged to expand your understanding, question assumptions, and grow your skills – all through a world-class learning experience designed to fit your pace and goals.

## EXCELLENT SUPPORT AND GUIDANCE

Throughout your studies, you'll receive dedicated support from your module tutors and the MTA support team. They are here to guide you, provide expert advice, and give comprehensive feedback on your coursework—ensuring you stay on track and confident every step of the way.

## YOU ARE NEVER ON YOUR OWN

While you study independently, you'll never feel isolated. Connect with fellow students through online tutorials, forums, and social media groups, sharing experiences and building a global network that supports and motivates you throughout your learning journey.



# Diplomas & Certificates

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## DIPLOMA OR CERTIFICATE?

The modular course material is the same for both diplomas and certificates. Certificate students must complete and pass all student assignments. Diploma students must also complete and pass the assignments, but in addition, they are required to take a 3-hour written or online examination after successfully passing their assignments.

## UNIVERSITY OF PORTSMOUTH

All Maritime Training Academy diplomas are recognised by the University of Portsmouth and can be used as evidence in a portfolio to claim Accredited Prior Learning (APL) towards their work-based learning degrees offered through the partnership programme.

## TUITION

Tutorial support will be provided by online forums and email.

## FLEXIBLE STUDYING

We recommend completing your diploma within 12 months, but you have up to 18 months from the official course start date (April or October) to finish. If you need more time beyond the 18 months, a further 6-month extension can be requested (see course fees page for details).

## STUDY TIME

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

# Diplomas & Certificates

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## HOW THE COURSES WORK

1 module is released each consecutive month, from the start date. (April/October). 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.

## PAYMENT PLAN

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

[courses@maritimetrainingacademy.com](mailto:courses@maritimetrainingacademy.com)

+44 (0) 1252 739779

## TOOLS REQUIRED FOR STUDY

To study with us, you'll need a computer and reliable internet to access your course materials.

## ENGLISH FOR LEARNING

All course material is written in English, so you'll need to have a good level of English proficiency to study effectively with us.

## FOR MORE INFORMATION, CONTACT US:

Email [courses@maritimetrainingacademy.com](mailto:courses@maritimetrainingacademy.com)

Telephone +44 (0) 1252 739779

[www.maritimetrainingacademy.com](http://www.maritimetrainingacademy.com)



# Course Fees

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## DIPLOMA – £3,195

This includes the module materials as PDFs, assignment and examination marking. Upon successful completion, a digital PDF certificate use of post-nominal letters and a course badge will be issued.

## CERTIFICATE – £2,295

This includes the module materials as PDFs and assignment marking. Upon successful completion, a digital PDF certificate and course badge will be issued.

## 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.

**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 examination results.

## SHORT COURSES – £295

Most short courses consist of 1 module\* and a multiple choice assessment which is to be completed within 6 months. A digital PDF certificate and course badge will be issued.

\*Introduction to the Superyacht Industry consists of 4 modules, each with a multiple choice assessment, to be completed within 6 months.

# Course Fees

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## EXAMINATIONS FOR DIPLOMA STUDENTS

Examinations are held twice a year, in April and October. Further details, including dates and requirements, can be found at [maritimetrainingacademy.com](https://maritimetrainingacademy.com).

Students can choose to complete their final examination either online or as a handwritten paper at an approved examination centre.

### ONLINE EXAMINATION – £125

Our online examination option offers flexibility and convenience, allowing you to sit your final 3-hour examination from any suitable location. You will need a laptop or desktop computer with a stable, fixed-line internet connection, along with a working microphone and camera. The online examination is invigilated remotely, and the fee is £125.

### WRITTEN EXAMINATION

If you prefer to sit your examination as a handwritten paper, this must take place at an approved examination centre that meets the criteria set by our Training Department. Any fees charged by the chosen venue must be covered by the student. For those based in the UK, our centre in Gosport is available as an approved examination location.

## RESITS

**Resit Written Exams:** You are entitled to resit your examination 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 examination once, subject to payment of an additional fee of £375 (the £250 resit fee plus the £125 online examination fee).

# Course Fees

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## PRINTED CERTIFICATE COMPLETION PACK

### Printed Certificate (including courier fee) £75

Upon successful completion of a Diploma, Certificate or Short Course, all students will receive a digital PDF certificate.

But, if you want something extra special to mark your achievement you can now upgrade to our certificate completion pack!

The courier fee includes reliable, tracked delivery for both UK and international students. Please note that we are unable to deliver to PO Box addresses – contact us if you require an alternative delivery option.

## COURSE BADGE

Upon successful completion of a Diploma, Certificate or Short Course, all students will receive an exclusive digital course badge for use on business cards, LinkedIn profiles and website(s)!

Please feel free to include this on your business cards, LinkedIn profile, and any other professional materials.



## POST NOMINAL LETTERS

Upon completing the **Diploma** you will also be eligible to use post nominal letters after your name dependent on the course you have completed.

## VAT

Will be added at the standard UK rate where applicable. Companies outside the UK may be entitled to reclaim VAT and need to contact their local tax authorities.

## FOR MORE INFORMATION, CONTACT US:

Email [courses@maritimetrainingacademy.com](mailto:courses@maritimetrainingacademy.com)

Telephone +44 (0) 1252 739779

[www.maritimetrainingacademy.com](http://www.maritimetrainingacademy.com)

# Diploma Overview

- Our courses consist of 8 to 13 modules, depending on the subject.
- Diploma students must also sit and pass a final examination in addition to completing the assignments.
- Certificate students are required to complete and pass all module assignments.
- Courses officially start in April and October, but students can enrol and begin studying at any time.
- We recommend registering early to make the most of the course schedule.
- Please check the course details for specific registration deadlines.
- From the official start date, students have up to 18 months to complete all modules and, if applicable, sit the final exam.



# Diploma in Boatyard & Marina Operations

**10 modules.** Course director: Richard Cray



**START DATE**

01/04/26

**REGISTRATION END DATE**

30/09/26

## WHAT YOU WILL LEARN

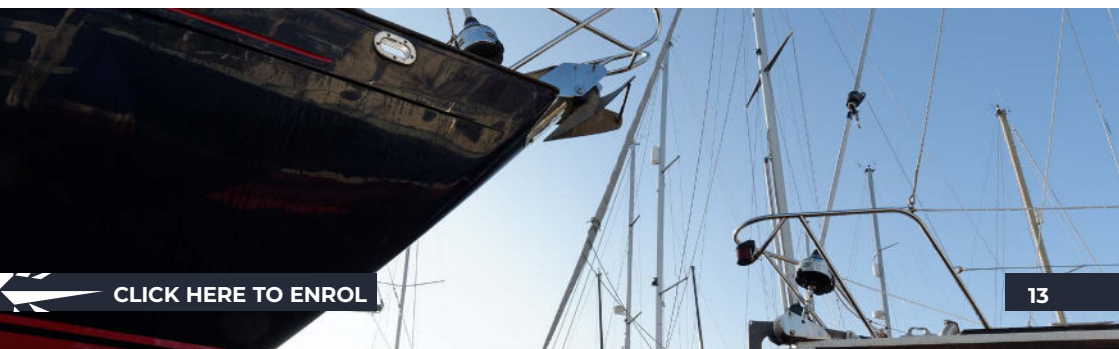
The course covers all aspects of working in a boatyard or marina, from a small sailing yacht to commercial vessels. So from best practices to understanding the high-risk operations such as hot works, it aims to give the student the understanding to operate across this sector. Authors are experts through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

## WHO IS THE COURSE SUITABLE FOR?

Designed for individuals who want to work in the boatyard and marina field, deepen their knowledge and take on more responsibility. Or professionals who work alongside the sector and require a solid understanding of its operations. While a good working knowledge of the industry is beneficial, it is not essential.

## COURSE SYLLABUS

1. Introduction to Boatyard and Marina Operations
2. Types and Descriptions of Vessels
3. Yacht Boatyard and Marina Operations
4. Commercial Vessel Boatyard Operations
5. Project Managing Refits and Builds
6. Legal Aspects Associated with a Boatyard or Marina
7. Policies and Procedures
8. Boatyard and Marina Development
9. Running a Successful Boatyard or Marina
10. Accidents and Incidents – Prevention and Cure



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# Diploma in Health & Safety in Ship Operations

**11 modules.** Course director: Dr Jonathan Hadley-Piggin



**START DATE**

01/04/26

**REGISTRATION END DATE**

30/09/26

## WHAT YOU WILL LEARN

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.

## 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

1. Introduction to Health and Safety in Ship Operations
2. Duties and Obligations to Oneself and Others
3. Risk Assessment
4. Personal Protective Equipment (PPE)
5. Specific High-Risk Activities
6. Slips, Trips and Falls
7. Reporting of Accidents and Incidents
8. Port Operations
9. The Law of Health and Safety
10. Classic Accidents, Accident Causation and Analysis
11. The Human Element



# Diploma in LNG Shipping

**13 modules.** Course director: Ian Biles



**START DATE**

**01/04/26**

**REGISTRATION END DATE**

**30/09/26**

## WHAT YOU WILL LEARN

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.

## WHO IS THE COURSE SUITABLE FOR?

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

1. Introduction to Liquefied Natural Gas Carriers
2. International Code for the Construction and Equipment of Ships Carrying Liquefied Gases in Bulk (IGC Code)
3. LNG Carrier Design and Construction
4. LNG Containment Systems
5. LNG Carrier Propulsion
6. LNG Cargo Operations
7. LNG Custody Transfer
8. LNG Accidents
9. LNG Ship Management
10. Flag and Port State Control Inspections
11. LNG Ship Inspections
12. Firefighting on LNG Ships
13. Classification Societies and LNG Carriers

# Diploma in Marine Consultancy

**10 modules.** Course director: Mike Wall



**START DATE**

01/04/26

**REGISTRATION END DATE**

30/09/26

## WHAT YOU WILL LEARN

Gain the knowledge, strategies, and skills essential for success as a marine consultant, including how to provide informed opinions that influence legal and operational outcomes. This course offers in-depth understanding of relevant legal and regulatory frameworks, hones report writing and communication skills, and equips students to build and manage a sustainable marine consultancy practice.

## WHO IS THE COURSE SUITABLE FOR?

This course is ideal for flag state policymakers and advisers, classification society personnel, marine surveyors seeking to expand their services, ship designers, naval architects, master mariners, marine engineers, and shipbuilders involved in vessel design and construction. It also benefits ship operators, fleet managers, and senior leaders in shipping operations, as well as insurers interested in vessel regulation and understanding when marine consultants' expertise is most valuable. Additionally, it is suited to professionals with technical or operational backgrounds looking to advance their careers in this specialized field.

## COURSE SYLLABUS

1. Marine Consultancy: An Introduction
2. Types of Marine Consultancy
3. Career Structure, Progression and Qualifications
4. Marine Accident Investigation
5. Expert Witness Work
6. Working with Lawyers
7. Working with Other Specialists
8. Report Writing for Marine Consultants
9. Business Practice and Development
10. Financial Management and Accounting

# Diploma in Marine Insurance Claims

**10 modules.** Course director: Richard Cray



**START DATE**

01/10/25

**REGISTRATION END DATE**

30/04/26

## WHAT YOU WILL LEARN

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.

## WHO IS THE COURSE SUITABLE FOR?

Aimed at those wanting to increase their knowledge and responsibility within this specialist area of the insurance market. Those wanting to transfer their existing skills or start from scratch will benefit from the information available.

## COURSE SYLLABUS

1. Introduction to Marine Insurance
2. Cargo Claims
3. Hull and Machinery (H&M) Claims
4. Legal Aspects Associated with a Marine Insurance Claim
5. Protection and Indemnity (P&I) Claims
6. Quantification of a Claim
7. Small Yacht Claims
8. Port, Boatyard or Marina Claims
9. Inspection Process
10. Salvage Claims

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# Diploma in Marine Pilotage

**10 modules.** Course director: Chris Hoyle



**START DATE**

**01/04/26**

**REGISTRATION END DATE**

**30/09/26**

## WHAT YOU WILL LEARN

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.

## 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

- 1.** Introduction
- 2.** Pilotage Training and Techniques
- 3.** Pilotage Law
- 4.** Canal and River Pilotage
- 5.** Use of Tugs – The Pilot's Perspective
- 6.** Boarding and Leaving a Vessel
- 7.** Ship Handling
- 8.** Sea and Offshore Pilotage
- 9.** Master/Pilot information Exchange
- 10.** Harbour and Dock Pilotage



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industry-specific courses offered across sectors such as engineering, management, shipping, and operations.



# Diploma in Marine Salvage Operations

**10 modules.** Course director: Dr Jonathan Hadley-Piggin



**START DATE**

01/04/26

**REGISTRATION END DATE** 30/09/26

## WHAT YOU WILL LEARN

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.

## 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

1. Introduction to the Salvage Industry
2. History of Salvage
3. Basics of Salvage
4. The Law of Salvage
5. Salvage Operations – Part One
6. Salvage Operations – Part Two
7. The Coastal State and the Salvor
8. Lloyd's Open Form
9. Alternative Salvage Agreements
10. Salvage from the Shipowner and Master's Perspective



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# Diploma in Maritime Law

**12 modules.** Course director: Dr Jonathan Hadley-Piggin



**START DATE**

**01/04/26**

**REGISTRATION END DATE**

**30/09/26**

## WHAT YOU WILL LEARN

This course provides, in 1 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.

## 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

- 1.** Introduction to Maritime Law
- 2.** Charterparties
- 3.** Carriage of Goods by Sea
- 4.** Ownership and Registration
- 5.** Seafarers and Employment
- 6.** Collision, Salvage and Wreck
- 7.** Personal Injuries at Sea
- 8.** International Conventions
- 9.** Finance and Mortgages
- 10.** Admiralty Jurisdiction
- 11.** Marine Insurance and Average
- 12.** An Introduction to Lloyd's of London and the Yacht Market

# Diploma in Offshore Operations

**10 modules.** Course director: Ian Bryant



**START DATE**

**01/10/25**

**REGISTRATION END DATE**

**30/04/26**

## WHAT YOU WILL LEARN

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.

## 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

- 1.** Offshore Surveying
- 2.** Offshore Oil and Gas Drilling Industry Introduction
- 3.** Production and Drilling Safety with Roles and Responsibilities
- 4.** Semi-submersible/Drillship/Jack-up Transit Operations
- 5.** Marine Drilling Systems and Equipment with an Operational Overview
- 6.** Oil Rig Offshore Drilling Operations
- 7.** Production Vessels Marine Operations Offshore
- 8.** Anchor Handling and Supply Vessel Operations
- 9.** Introduction to Offshore Legislation and Governing Bodies
- 10.** Health and Safety for the Oil and Gas Industry and Renewable Industries

# Diploma in Offshore Wind Energy

**8 modules.** Course director: Ian Bryant



**START DATE**

01/04/26

**REGISTRATION END DATE**

30/09/26

## WHAT YOU WILL LEARN

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.

## 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

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



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**23**

years of Maritime Training Academy, helping professionals around the world advance their careers through expert knowledge and first-hand maritime experience.

# Diploma in Port State Control

**10 modules.** Course director: Geoffrey Fawcett



**START DATE**

01/04/26

**REGISTRATION END DATE**

30/09/26

## WHAT YOU WILL LEARN

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, 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.

## 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

1. Introduction to Port State Control
2. The Maritime Labour Convention (MLC)
3. Standards of Training, Certification and Watchkeeping (STCW)
4. Legal Aspects
5. The ISPS Code
6. The ISM Code
7. The MARPOL Convention
8. The SOLAS Convention
9. Classification
10. The Role of the Port State Control Surveyor

# Diploma in Restoration of Historic Ships & Boats

**10 modules.** Course director: Ian Biles



**START DATE**

**01/04/26**

**REGISTRATION END DATE**

**31/10/26**

## WHAT YOU WILL LEARN

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.

## 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

1. Deciding on a Vessel to Restore
2. Support and Finance
3. Managing the Process
4. Preservation or Restoration/Rebuild
5. Keeping the Project Going
6. Opportunities for Employment and Training
7. The Restoration Project
8. Mechanical and Propulsion Systems
9. Use of the Vessel Once Complete
10. Future Upkeep



# Diploma in Shipbuilding & Ship Repair

**12 modules.** Course director: Ian Biles



**START DATE**

01/04/26

**REGISTRATION END DATE**

30/09/26

## WHAT YOU WILL LEARN

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.

## 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

1. An Overview of the Shipbuilding and the Ship Repair industry
2. Specifications
3. Ship Repair Work to Hull and Machinery (I)
4. Ship Repair Work to Hull and Machinery (II)
5. Project Management
6. Shipbuilding Yards and the Newbuilding Process
7. Contracts
8. The Docking Process
9. Lay Period in Dock
10. Undocking
11. Special Docking Situations
12. Summary of the Shipbuilding and Ship Repair Industry

# Diploma in Ship Security

**11 modules.** Course director: Ian Biles



**START DATE**

01/04/26

**REGISTRATION END DATE**

30/10/26

## WHAT YOU WILL LEARN

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.

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.

## 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

1. Introduction to Ship Security
2. The Historical and Current Situation
3. ISPS Code
4. The Law and Ship Security
5. Preventive Measures and Security Procedures
6. The Actual Event
7. Preventive Security Measures on Commercial Vessels
8. Passenger Vessel Security
9. Superyacht and Private Yacht Security
10. Crew Impacts
11. Maritime Onshore Security



**CLICK HERE TO ENROL**



**52**

expert authors contribute to MTA's courses – practising industry professionals who share their valuable knowledge to support and guide our students.

# Diploma in Ship Surveying

**12 modules.** Course director: Ian Biles



**START DATE**

01/04/26

**REGISTRATION END DATE**

30/09/26

## WHAT YOU WILL LEARN

The most advanced distance learning course available within this specialist field, 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.

## 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

1. Introduction to the Shipping Industry
2. Essential Law
3. Report Writing for Marine Surveyors
4. The Different Types of Survey
5. Safety and Operational Surveys
6. Incident and Accident Investigation
7. Surveying Engines and Ship Systems
8. ISM and ISPS Codes
9. Warranty and Insurance Surveys
10. Cargo Surveys
11. Flag and Port State Control Inspections
12. Surveying the Hull Structure

# Diploma in Ship Surveying

continued

## COURSE STRUCTURE

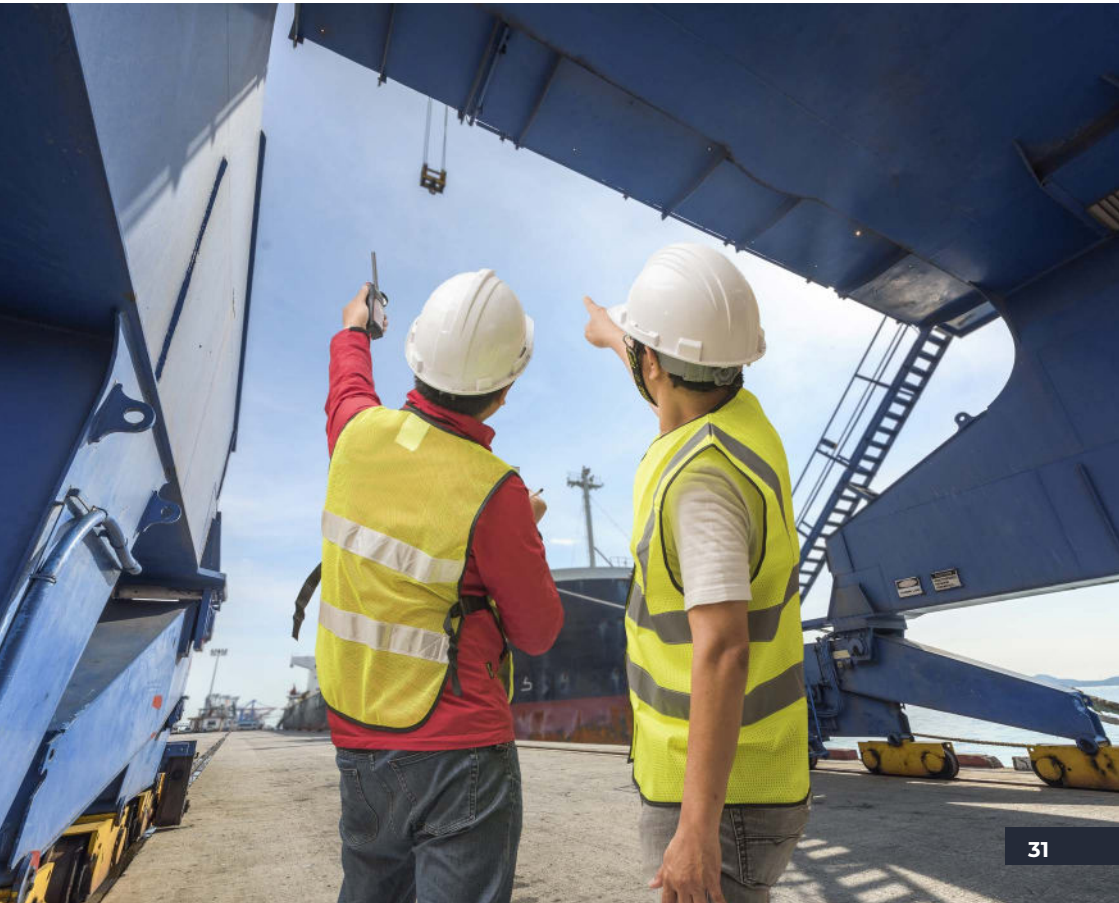
**Level 1** – Diploma or Certificate

**Level 2** – 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 3** – 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.





# Diploma in Shoreside Maritime Fire Risk Management

**10 modules.** Course director: Ian Biles



**START DATE**

**01/10/25**

**REGISTRATION END DATE**

**30/04/26**

## WHAT YOU WILL LEARN

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.

## 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

1. Introduction to Maritime Firefighting
2. Chemistry of Combustion
3. Prevention and Suppression of Fire and Explosion (SOLAS)
4. Escape and Operational Requirements (SOLAS)
5. Special Requirements (SOLAS)
6. International Fire Safety Systems (FSS) Code Part 1
7. International Fire Safety Systems (FSS) Code Part 2
8. Fire Risk Assessment
9. Firefighting Operations
10. Post-fire Procedures

# Diploma in Superyacht Deckhand

**10 modules.** Course director: Ashley Rennie



**START DATE**

**01/10/25**

**REGISTRATION END DATE**

**30/04/26**

## WHAT YOU WILL LEARN

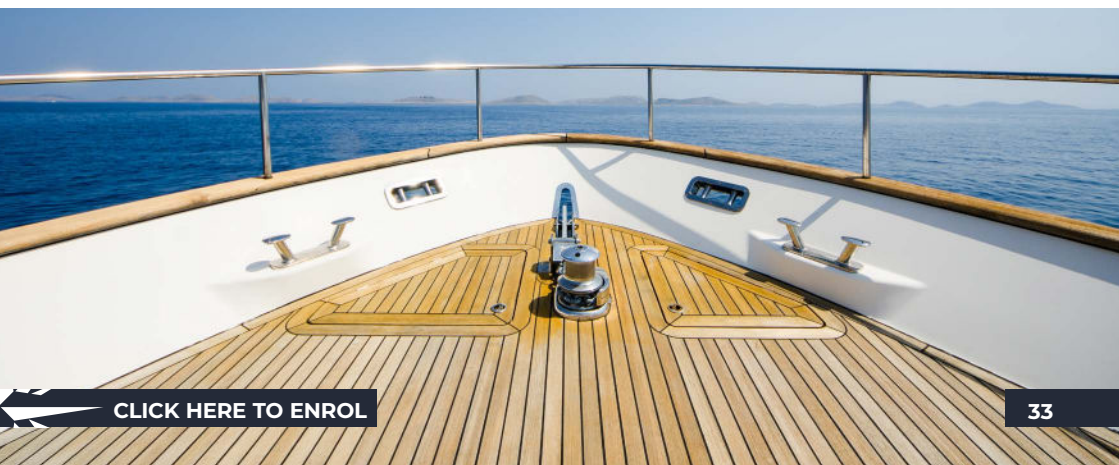
Superyachts have particular requirements of their crews and this short course will provide the necessary background technical information on how to do undertake the role of a superyacht deckhand so as to make the individual an indispensable member of any yacht crew.

## WHO IS THE COURSE SUITABLE FOR?

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.

## COURSE SYLLABUS

1. An Introduction to the Superyacht Industry
2. Captain and Crew
3. Introduction and Overview for New Yacht Crew
4. Aluminium Vessels
5. FRP Vessels
6. Steel Vessels
7. Wooden Vessels
8. Sails and Rigs
9. Basic Engineering for Deckhands – Part 1
10. Basic Engineering for Deckhands – Part 2



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# Diploma in Superyacht Management

**12 modules.** Course director: Russell Stockil



**START DATE**

**01/10/25**

**REGISTRATION END DATE**

**30/04/26**

## WHAT YOU WILL LEARN

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.

## 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

- 1.** Introduction to the Superyacht Industry
- 2.** Management of Safety
- 3.** Emergency Preparation and Response
- 4.** Ownership Structures
- 5.** Logistics of Superyacht Management
- 6.** Budgets and Accounting
- 7.** Management of Security
- 8.** Essential Law
- 9.** Insurance
- 10.** Technical Management
- 11.** Charter Management
- 12.** Personnel



# Diploma in Superyacht Operations

**12 modules.** Course director: Jonathan Beckett



**START DATE**

**01/10/25**

**REGISTRATION END DATE**

**30/04/26**

## WHAT YOU WILL LEARN

Originally launched in 2004, the Diploma 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.

The course 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.

## WHO IS THE COURSE SUITABLE FOR?

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

- 1.** An Introduction to the Superyacht Industry
- 2.** Personnel
- 3.** Operational Management
- 4.** Interior Management and Catering
- 5.** Accounting
- 6.** Chartering
- 7.** Repairs and Maintenance
- 8.** Legal Aspects of Superyacht Management
- 9.** Superyacht Insurance
- 10.** Newbuilding Project Management
- 11.** Security and the ISPS Code
- 12.** The ISM Code

# 70+

countries around the world have maritime professionals enrolled on our courses, all benefiting from MTA's experience and industry expertise.



# Diploma for Superyacht Owner's Representatives

**12 modules.** Course director: Ian Biles



**START DATE**

**01/10/25**

**REGISTRATION END DATE**

**30/04/26**

## WHAT YOU WILL LEARN

This course opens the door to a world of opportunity in the marine industry. Whether you're pursuing a career as superyacht crew or in superyacht management, this recognised qualification can set you apart in this competitive but lucrative field.

Our Superyacht Owner's Representatives Diploma and Certificate programs are developed by industry experts, and trusted by employers worldwide. Recognised globally through our partnership with the University of Portsmouth – a leader in maritime education.

## WHO IS THE COURSE SUITABLE FOR?

This course is perfect for captains, senior crew, yacht managers, charter brokers, sale and purchase brokers, technical superintendents, project managers and others who already have a deep understanding of superyachts and who wish to understand how to operate in the world of an Owners' Representative.

## COURSE SYLLABUS

1. History of the Superyacht Industry and Where we are Today
2. The Role, Function and Requirements of a Superyacht Owners Representative
3. Budgets and Accounting
4. Crew Management
5. Essential Law and the superyacht regulatory environment
6. Travel and logistics
7. Ownership structures
8. Emergency preparation and response
9. Project Management
10. Charter
11. Destination Management
12. Managing Expectations

# Diploma in Superyacht Project Management – Refit & Newbuilding



**10 modules.** Course director: Nick Dean

**START DATE**

**01/10/25**

**REGISTRATION END DATE**

**30/04/26**

## WHAT YOU WILL LEARN

Our innovative 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.

## 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

- 1.** An Introduction to Superyacht Project Management – Refit and Newbuilding
- 2.** Accountancy and Payments
- 3.** Project Management
- 4.** Project Completion and Acceptance
- 5.** Change Orders
- 6.** Build Process and Building the Yacht
- 7.** Refit Process and Refitting the Yacht
- 8.** Managing Expectations
- 9.** Contacts
- 10.** Documentation

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# Diploma for Superyacht Pursers

**10 modules.** Course director: Ian Biles



**START DATE**

01/10/25

**REGISTRATION END DATE**

30/04/26

## WHAT YOU WILL LEARN

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.

## 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

1. History of the Superyacht Industry and Where We Are Today
2. The Role of the Purser
3. Yacht Operations
4. Crew Management
5. Accounting and Budgeting
6. The Regulatory Environment
7. Port Clearance
8. Charter Operations
9. Destination Management
10. Travel and Logistics



# 4507

students have enrolled on MTA's industry-endorsed distance learning courses, building their knowledge and advancing their maritime careers.



# Diploma in Superyacht Surveying

**11 modules.** Course director: Ian Biles



**START DATE**

01/04/26

**REGISTRATION END DATE**

30/09/26

## WHAT YOU WILL LEARN

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.

## 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

1. An Introduction to the Superyacht Industry and Superyacht Surveying
2. Regulatory Framework for Superyachts
3. Surveying the Main Engines and Auxiliaries
4. Surveying the Onboard Systems
5. Superyacht Toys
6. Surveying the Interior
7. Surveying the Safety Equipment and Systems
8. Superyacht Sea Trials
9. Specific Areas
10. Surveying the Hull and Superstructure
11. Superyacht Finishing



**CLICK HERE TO ENROL**



# Diploma in Tanker Operations

**9 modules.** Course director: Ian Bryant



**START DATE**

01/10/25

**REGISTRATION END DATE**

30/04/26

## WHAT YOU WILL LEARN

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.

## 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

1. Tanker Operations Introduction
2. Tanker Design and Construction
3. Tanker Stability, Gauging Systems and Operating Systems
4. Cargo Operational Checks and Procedures
5. Cargo Management Systems and Safety Control Systems
6. Tanker Fire Safety and Maintenance Systems
7. Shuttle Tankers / FSU / MCV Operations
8. Tanker Law
9. International Codes for Tankers and Safety Procedures



**CLICK HERE TO ENROL**



# Diploma in Technical Ship Management

**8 modules.** Course director: Ian Biles



**START DATE**

01/04/26

**REGISTRATION END DATE**

30/09/26

## WHAT YOU WILL LEARN

This Diploma is based on the Det Norske Veritas (DNV) competency standard. 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.

## 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

1. The Shipping Industry and the Role of the Superintendent
2. Quality Assurance – Safety and Security
3. Essential Commercial and Shipping Law
4. Maintenance and Docking
5. Finance Considerations
6. The Ship Life Cycle
7. Project Management and Reporting
8. Emergency Preparation and Response

## SPECIALIST MODULES (1 to be selected)

- The Marine Superintendent
- The Technical Superintendent

# Diploma in UHNW Asset Management on Superyachts

**12 modules.** Course director: Pandora Mather-Lees



**START DATE**

**01/04/26**

**REGISTRATION END DATE**

**30/09/26**

## WHAT YOU WILL LEARN

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.

## WHO IS THE COURSE SUITABLE FOR?

Designed for individuals aiming to work in asset management on superyachts, seeking to expand their knowledge and take on greater responsibility in the field, and professionals working alongside UHNW Asset Management who require a solid understanding of its operations. While prior industry knowledge is beneficial, it is not essential.

## COURSE SYLLABUS

- 1.** An Introduction to Art and its Relevance in Today's World
- 2.** Historiography, Iconography and Further Art Terms and Concepts
- 3.** The Importance of Art in Society
- 4.** The Art Market
- 5.** Logistics
- 6.** Environmental Management for Art
- 7.** Materials and Media
- 8.** Framing
- 9.** Art Insurance
- 10.** Copyright and Intellectual Property (IP) Protection
- 11.** Fakes, Forgeries and Forensics
- 12.** Export Risks

# Diploma in Yacht & Boat Building

**10 modules.** Course director: Ian Biles



**START DATE**

**01/10/25**

**REGISTRATION END DATE**

**30/04/26**

## WHAT YOU WILL LEARN

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.

## 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

1. Deciding on a Boat to Build
2. Managing the Build Process
3. Documentation and Training
4. Constructing in Steel/Aluminium
5. Mechanical Systems
6. Basics of Yacht/Boat Building
7. Constructing a Wooden Boat
8. Building in Glass-Reinforced Plastic (GRP)
9. Fitting Out
10. Finishing the Vessel

# Diploma in Yacht & Small Craft Surveying



**12 modules.** Course director: Richard Cray

**START DATE**

**01/10/25**

**REGISTRATION END DATE**

**30/04/26**

## WHAT YOU WILL LEARN

This Diploma is the most advanced distance learning course of its type in the world, helping 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.

## WHO IS THE COURSE SUITABLE FOR?

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

## COURSE SYLLABUS

- 1.** An Introduction to the Yacht and Small Craft Industry and the Role of the Yacht and Small Craft Surveyor
- 2.** The Essential Basics of Carrying Out a Yacht Survey
- 3.** Report Writing for Marine Surveyors
- 4.** Running a Successful Yacht and Small Craft Surveying Business
- 5.** Essential Law
- 6.** Surveying GRP Yachts
- 7.** Surveying Steel and Aluminium Yachts
- 8.** Surveying Wooden Boats
- 9.** Surveying Yacht Engines and Systems
- 10.** Surveying Rigs and Sails
- 11.** Valuation Surveys
- 12.** Sea Trial

# Diploma in Yacht & Small Craft Surveying

continued

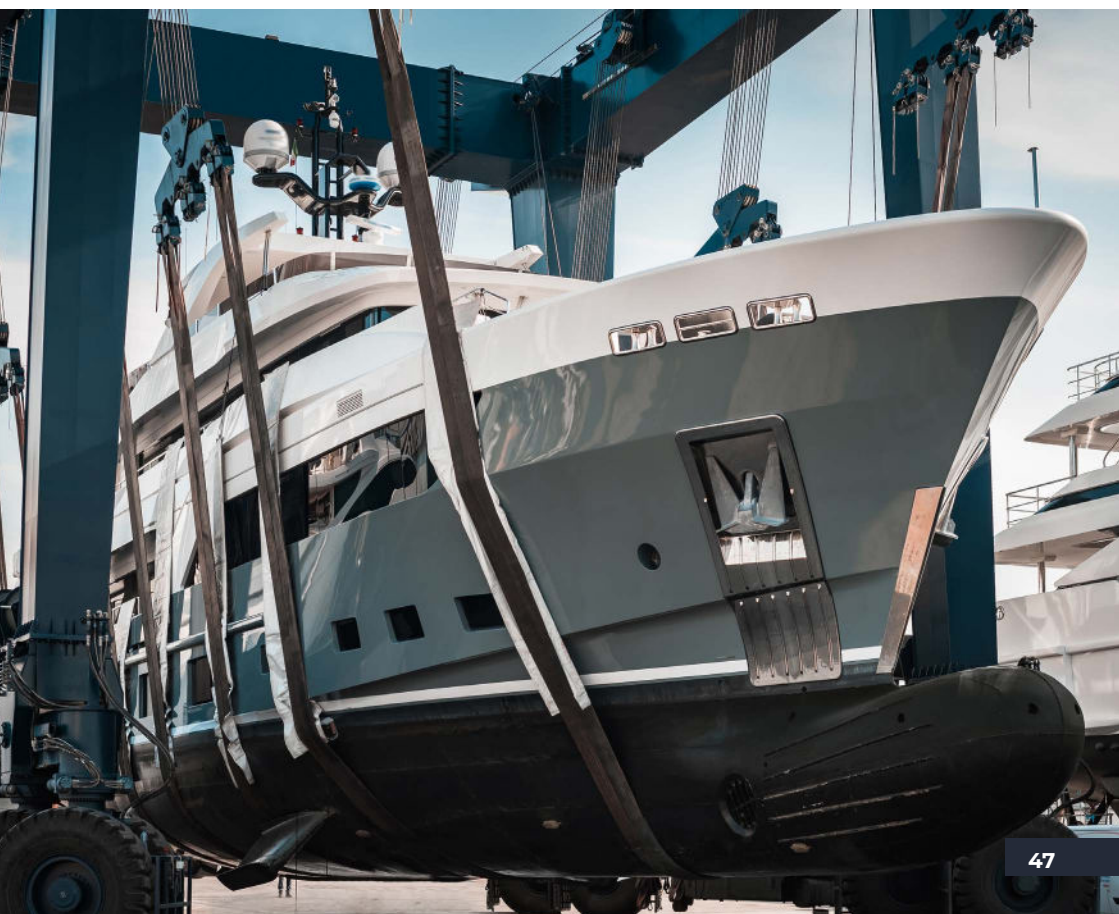
## COURSE STRUCTURE

**Level 1** – Diploma or Certificate

**Level 2** – 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 3** – 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.



# Diploma in Yacht Brokerage

**12 modules.** Course director: Toby Maclaurin



**START DATE**

**01/10/25**

**REGISTRATION END DATE**

**30/04/26**

## WHAT YOU WILL LEARN

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.

## 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

- 1.** An Introduction to the Yacht Brokerage Industry
- 2.** Types of Vessels and Technical Descriptions
- 3.** Registration, Title, Rules and Regulations
- 4.** Boat Brokers and the Law
- 5.** Business Management
- 6.** The Surveyor in Practice
- 7.** Sea Trials
- 8.** Valuation
- 9.** Insurance
- 10.** Finance
- 11.** Charter Yacht Brokerage
- 12.** Yacht Sales

# Diploma in Maritime Studies

10-12 modules, bespoke course

Choose your start date from:

START DATE 01/10/25

REGISTRATION END DATE 30/04/26

START DATE 01/04/26

REGISTRATION END DATE 30/09/26

## 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 29 Diplomas comprising over 313 modules.

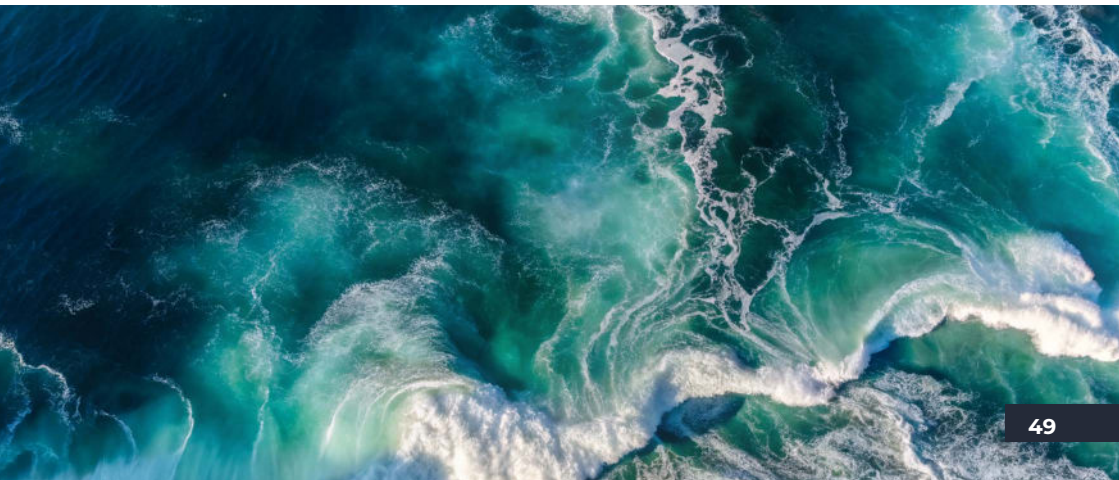
### DIPLOMA – £3,195

This includes the module materials as PDFs, assignment and examination marking. Upon successful completion, a digital PDF certificate and course badge will be issued.

### CERTIFICATE – £2,295

This includes the module materials as PDFs and assignment marking. Upon successful completion, a digital PDF certificate and course badge will be issued.

If you have any questions regarding creating your bespoke course, please get in touch via email on [courses@maritimetrainingacademy.com](mailto:courses@maritimetrainingacademy.com) or call **+44 (0) 1252 739779**







# Short Course Overview

- Our online short courses are designed for flexible, self-paced learning.
- Most short courses consist of 1 module and a multiple-choice assessment, which must be completed within 6 months.
  - *The Introduction to the Superyacht Industry course includes four modules.*
- Each module features a combination of text, charts, and a 10–20 multiple-choice assessment to support your learning.
- To pass, students must achieve a minimum score of 70%.
- Upon successful completion, you will receive a digital PDF certificate and course badge.
- Enrolment is open year-round, so you can begin your learning journey whenever it suits you.



# Short Course in Alternative Marine Fuels

**1 module.** Course author: Ian Bryant



## WHAT YOU WILL LEARN

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.

## 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.

## 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

# Short Course in Cargo Surveying

**1 module.** Course author: Niall M Bennett



## WHAT YOU WILL LEARN

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.

## WHO IS THE COURSE SUITABLE FOR?

This 1 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.

## 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

# Short Course in Childcare Onboard a Superyacht

**1 module.** Course author: Ella Peters



## WHAT YOU WILL LEARN

This course ensures that every guest – children and infants included – receives an incredible onboard experience. Covering guest expectations, safety protocols, activity planning, best practices and more, this confidence-boosting course provides the tools needed to create seamless, engaging, and safe experiences for young guests.

## WHO IS THE COURSE SUITABLE FOR?

This course is designed for chief steward/esses and pursers focussing on guest experience, seamless charter management and safety. It is an essential course for industry-leading crew, who want to champion exceptional, safe experiences for families. Suitable for those with or without prior childcare experience.

## COURSE SYLLABUS

- Guest experience
- Destinations and logistics
- Service and culinary considerations
- Housekeeping
- Activities and celebrations
- Safety
- Crew responsibilities
- Onboard childcare

# Short Course in Conducting an Inclining Test

**1 module.** Course author: William Wyatt



## WHAT YOU WILL LEARN

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.

## 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.

## COURSE SYLLABUS

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

# Short Course in History of Marine Art

**1 module.** Course author: Edina Eszenyi



## WHAT YOU WILL LEARN

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

## 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.

## COURSE SYLLABUS

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

# Short Course in Introduction to the ISM Code

**1 module.** Course author: Ian Biles



## WHAT YOU WILL LEARN

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

## 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



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

**1 module.** Course author: John McPartland



## WHAT YOU WILL LEARN

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.

## 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.

## 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

# Short Course in Introduction to Port State Inspections

**1 module.** Course author: Ian Biles



## WHAT YOU WILL LEARN

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.

## 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.

## 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 State Control
- Appendix 5 – Master's Checklist Prior to a PSC Inspection
- Appendix 6 – The Paris MoU New Inspection Regime



# Short Course in Introduction Ship Surveying



**1 module.** Course author: Ian Biles



## WHAT YOU WILL LEARN

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.

## 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.

## 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

# Short Course in Introduction to the Superyacht Industry

**4 modules.** Course author: Ian Biles



## WHAT YOU WILL LEARN

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.

## 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.

## COURSE SYLLABUS

1. Introduction to the World of Superyachts
2. Life On Board
3. Safety and Training
4. Finding a Job

# Short Course in Managing Marine Insurance Claims

**1 module.** Course author: Andrew Mackenzie



## WHAT YOU WILL LEARN

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.

## 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.

## COURSE SYLLABUS

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

# Short Course in Maritime Emergency Preparation & Response

**1 module.** Course author: Ian Biles



## WHAT YOU WILL LEARN

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

## WHO IS THE COURSE SUITABLE FOR?

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

## 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

# Short Course in Marine Incident Investigation

**1 module.** Course author: Ian Biles



## WHAT YOU WILL LEARN

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

## 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.

## 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



## WHAT YOU WILL LEARN

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.

## 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.

## 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
- Wooden Masts
- Rigs
- Composite Standing Rigging
- Stainless Steel, Brass and Galvanised Rig Fittings
- Wire Standing Rigging
- Rod Standing Rigging
- Aluminium and Titanium Mast Fittings

# Short Course in Surveying Yacht & Small Craft Engines

**1 module.** Course author: Gary Webster



## WHAT YOU WILL LEARN

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.

## WHO IS THE COURSE SUITABLE FOR?

This 1 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.

## COURSE SYLLABUS

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



# Short Course in Surveying Yacht & Small Craft Systems

**1 module.** Course author: Gary Webster



## WHAT YOU WILL LEARN

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.

## 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.

## 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

# Course Directors

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**JONATHAN BECKETT**

Chief Executive at Burgess

Jonathan is Chief Executive of Burgess and one of the industry's most accomplished and respected yacht brokers, having overseen the sale of many of the world's most iconic yachts. Working from 1981 with founder Nigel Burgess, and later established the company's London office.

He has served on the Board of the Mediterranean Yacht Brokers Association (MYBA), a founding member and former President of the Large Yacht Brokers' Association (LYBRA) and in 2016, he received the Leadership Award from the International Superyacht Society.



**IAN BILES**

Managing Director at Maritime Services International

Master Mariner, BEng (Hons), MA, CEng, CMarEng, DipMarSur, RYA Yachtmaster (Ocean), Eur Ing, FNI, MRINA, MIMarEST, MRIN, MSNAME, MIIMS, MSCMS, MHCMM, AMS (SAMS), MEWI

Ian has led MSI to become one of the world's leading surveying companies. He holds a range of qualifications, including Master Mariner, RYA Yachtmaster Ocean, a degree in Naval Architecture (BEng Ship Science), and a Master's in Business Management (MA Business Management).

In practice, Ian has worked on the construction of Moss Rosenberg gas tankers at Mitsui (Northwest Sandpiper) and Mitsubishi (Northwest Stormpetrel) shipyards in Japan. He was also part of a multidisciplinary team responsible for the life extension of the Technigaz Methania.

# Course Directors

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**IAN BRYANT**

With a career spanning over 40 years, Ian has progressed through all operational ranks to Chief Engineer on a range of vessels, including cable-laying ships, offshore drilling rigs, and self-propelled jack-up units. Since 2002, he has run an independent offshore consultancy, delivering training, procedural systems, and competency services to leading offshore drilling and renewable energy companies.

His work has included developing operations manuals for both oil and gas and offshore renewable assets, as well as conducting Failure Mode Effect Critical Analyses (FMECAs) for major industry clients.



**RICHARD CRAY**

BEng (Hons), CEng, MRINA, MIIMS, DipMarSur – Marine Surveyor

Richard's passion for the sea began in childhood, sailing with his father. He studied engineering at university, which shaped his systematic approach to problem-solving. After a successful career as a senior manager in the finance industry, he retrained as a yacht surveyor – fulfilling a lifelong ambition rooted in his love of boats.

A self-described “boat nerd,” Richard has owned and sailed a variety of vessels, from modern racing yachts to small bilge keelers. Alongside his wife, he has taken extended breaks to cruise the world aboard their Sadler 34.

His surveying and valuation experience spans everything from modest sailing and motorboats to some of the world's most iconic superyachts. Richard believes that core surveying principles apply across all vessel types. His global work as a Marine Surveyor has given him deep insight into marinas and boatyards – from small family-run operations to major international shipyards. He emphasizes best practices and risk awareness as essential to creating safe, efficient working environments.

# Course Directors

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**NICK DEAN**

Managing Partner, OCEAN Independence

With over 42 years in the yachting industry, Nick has built extensive expertise in sales and purchase, charter, management, and new build supervision. In 2005, he co-founded OCEAN Independence as Joint Managing Partner and is a founding member of the Large Yacht Brokers Association (LYBRA).



**GEOFFREY FAWCETT**

BEng(Hons), CEng, CMarEng, CPEng (Aust), FIEAust, FIMarEST, M. Prof. Eng. Leadership, LLM, FRINA, MSNAME.

Geoffrey began his career in 1970 as an engineer cadet on various commercial vessels and came ashore in 1989 to work as a third-party pressure vessel inspector in South Africa for three years. He gained his Class 1 Motor Ship Certificate of Competency in Glasgow in 1980.

In 1992, he joined a classification society, where he worked as a surveyor and later principal surveyor for 20 years. During this time, he earned a BEng (Hons) in Naval Architecture and Ocean Engineering from the University of Glasgow in 2002, and an LLM via distance learning from London Metropolitan University in 2011.

In 2020, Geoffrey was awarded a Master of Professional Engineering Leadership with high distinction from Griffith University, Queensland.

# Course Directors

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**DR JONATHAN HADLEY-PIGGIN**

BSc (Hons), MA, DProf, Dip Law, MNI, MRIN, ACI Arb, Solicitor

Jonathan is a solicitor and Partner in the marine and shipping department at Keystone Law, a commercial law firm in London. He began his career at sea with BP Shipping, having trained at Warsash Nautical College and earned a Class III Certificate of Competency (Deck Officer), serving during the Iran/Iraq war.

After gaining a commission in the Royal Navy, he studied Maritime Law and Economics at Cardiff University and went on to serve in various surface ships before specialising in navigation on nuclear submarines. He later transitioned to law, qualifying at Stephenson Harwood in London, where he focused on salvage and collision cases.



**CHRIS HOYLE**

Chris is a Southampton Unrestricted First-Class Pilot, guiding some of the world's largest vessels through the UK's busiest waters. He currently serves as Vice Chairman of the United Kingdom Maritime Pilots' Association (UKMPA) and collaborates with Lloyd's Register Foundation and the Royal College of Art on pilotage design initiatives.

A former editor of The Pilot magazine (2021–2024), Chris is committed to raising stakeholder awareness and engagement within the marine pilotage industry. His extensive experience and collaborative approach make him a valuable Course Director and a strong support for students.

# Course Directors

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## **TOBY MACLAURIN**

Director of Sales and Marketing at Ocean Independence

Toby is Director of Sales at Ocean Independence, as well as a Group Board Member and Shareholder of the leading superyacht company. His role is diverse, focusing on daily business support and troubleshooting for over 50 sales and charter brokers across 13 international offices.

He has served on the council of ABYA (Association of British Yacht Agents) and was elected to the governing board of MYBA (The Worldwide Yachting Association) in 2008. He went on to serve four years as MYBA President, followed by four years as Chairman of its commercial arm, All Yachting SAS, which operates [yachtfolio.com](https://yachtfolio.com) and the MYBA Charter Show.



## **PANDORA MATHER-LEES**

Director of Pandora Art Services

Pandora is an art historian with over 20 years of experience across galleries, museums, auction houses, logistics, education, and professional art organisations.

While working as Head of Commercial Development at Hedley's Private Client Logistics, she identified significant risks in moving art from yachts worldwide, inspiring her to create a course to educate the superyacht industry on art-related matters. Since 2017, Pandora has trained the stewardess community and superyacht crews through workshops, courses, and lectures, gaining deep insight into the challenges faced by those responsible for valuable art collections onboard.

# Course Directors

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**ASHLEY RENNIE**

Operations Director Maritime Services Group

With over 25 years in the superyacht industry, including 20 years as a Captain and holding a Master 3000 since 2001, Ashley brings extensive practical knowledge and leadership to maritime education.

His global career has encompassed vessel operations, maintenance, refits, safety management, and compliance with regulations such as Flag State, International Safety Management (ISM) Code, International Ship and Port Facility Security (ISPS) Code and working with classification societies, such as Lloyd's Register (LR).

Known for mentoring crew throughout his career, Ashley is passionate about guiding and preparing the next generation of maritime professionals.



**RUSSELL STOCKIL**

With 30 years in the industry – 12 at sea and 18 ashore – Russell brings extensive experience in yacht operations and a deep understanding of industry challenges. A qualified Captain, Marine Surveyor, and member of the Nautical Institute, he has conducted over 200 onboard audits and technical inspections on yachts ranging from 35 to 135 metres, often equipped with bespoke systems. His experience includes project management and oversight of major refits for high-profile clients. Russell is skilled at identifying the right questions to ask and interpreting responses within the broader operational context and best interests of the yacht.



# Course Directors

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**MIKE WALL**

BSc, MSc, FIMarEST, FRINA, CEng, QDR

Mike holds a First Class Marine Engineer's Certificate of Competency, a Class 1 Hong Kong Local Master's Certificate, a BSc in Nautical Studies, and an MSc in Shipping and Maritime Studies. He has over 30 years of experience across various sectors of the shipping industry, including eight years as a maritime lecturer – five of them as Senior Lecturer at Warsash Maritime Academy, UK. In 2011, he was appointed Acting Principal and Consultant for the Asia Maritime Technological College in Thailand, overseeing its development and launch. He continues to serve as a visiting lecturer and conducts regular training seminars for shipping organizations such as Highland Maritime (Bangkok), M.I.C.E. Global (Singapore), NAMSGlobal (USA), and Wallem Shipmanagement. Notably, he led an LNG transfer and auditing course for EGAT in 2019.

Mike has also spent three decades conducting hull, machinery, and cargo surveys across the USA, New Zealand, Fiji, and Southeast Asia – primarily based in Hong Kong. His consultancy work has supported P&I Clubs, shipowners, underwriters, ship managers, and admiralty lawyers. He is also a qualified mediator, registered in both the UK and Hong Kong.

# Terms & Conditions

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## THE COURSE

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

### COURSE DURATION:

**Diploma and Certificate** students will have a maximum of 18 months from the course start date to complete the modules and sit the exam.

**Short Course** students will have up to 6 months to complete their module(s).

## COURSE MATERIAL

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

### Delivery of Diploma and Certificate Modules:

1 module is released each consecutive month, from the start date (April/October). 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.

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 foundational knowledge for the whole course which is designed to be self-contained. However, students are encouraged to deepen their understanding through additional sources.

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

**Access:** Course material is for personal study use only and may not be distributed without MTA's prior written permission.

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:

T: +44 (0)1252 739779

E: [courses@maritimetrainingacademy.com](mailto:courses@maritimetrainingacademy.com)

## EXAMINATION

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

*A 6-month extension is available upon application.*

**Examination Length:** Three-hour written or online examination. All exams are Closed Book.

**Sitting Overseas:** Students must arrange an approved exam venue through the Course Administration Office at least 6 weeks before 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.

**Online Examination:** For a fee of **£125** Diploma students can choose to sit their final examination online instead of at an approved venue.

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

## THE MARKING STRUCTURE

### DIPLOMA AND CERTIFICATE:

**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.

### SHORT COURSES:

**Examination:** Constitutes 100% of the final mark.

**Pass Mark:** A minimum mark of 70% is required.

# Terms & Conditions

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## COURSE FEES

**Diploma Fee: £3,195.** This includes the module materials as PDFs, assignment and examination marking. Upon successful completion, a digital PDF certificate use of post-nominal letters and a course badge will be issued.

**Certificate Fee: £2,295.** This includes the module materials as PDFs and assignment marking. Upon successful completion, a digital PDF certificate and a course badge will be issued.

**Short Course Fee: £295.** Most short courses consist of one module\* and have between 10-20 multiple choice assessment questions. Upon successful completion, a digital PDF certificate and a course badge will be issued.

**Online Examination:** For a fee of **£125** Diploma students can choose to sit their final examination online instead of at an approved venue.

**Certificate Completion Pack:** On successfully completing the course students will receive their Certificate via email. A Certificate Completion Pack can be posted for a fee of **£50**, plus an option to ship via courier for a fee of **£25**

**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 examination results.

**Resit Written Exams:** You are entitled to resit a written examination 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 examination once, subject to payment of an additional fee of **£375** (the **£250** resit fee plus the **£125** 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.

T: +44 (0)1252 739779

E: [courses@maritimetrainingacademy.com](mailto: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 Diploma and Certificate course fees can be split into smaller instalments.

## PAYMENT METHODS

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

**Bank Transfer:** MPI Group bank account, National Westminster Bank, 19 Shaftsbury Avenue, London, W1A 4QQ, UK

Account Number: **06532381**

Sort Code: **56-00-29**

**Credit Card:** Payment can be made securely via the Sagepay link on the invoice or we can arrange for our accounts team to 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.

\*Introduction to the Superyacht Industry consists of four modules each with multiple choice assessment.

## Maritime Training Academy

Tel: +44 (0)1252 739779

Email: [courses@maritimetrainingacademy.com](mailto:courses@maritimetrainingacademy.com)

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