



## Face-to-Face Course Information

**MAR10413 Certificate I in Maritime Operations**

**(Coxswain Grade2 Near Coastal)**



NATIONALLY RECOGNISED  
TRAINING

Unit Code	Unit of Competency
MARC005	Operate inboard and outboard motors
MARF001	Apply basic survival skills in the event of vessel abandonment
MARF002	Follow procedures to minimise and fight fires on board a vessel
MARF004	Meet work health and safety requirements
MARI001	Comply with regulations to ensure safe operation of a vessel up to 12 metres
MARJ001	Follow environmental work practices
MARK001	Handle a vessel up to 12 metres
MARN002	Apply seamanship skills aboard a vessel up to 12 metres

## **MAR10413 - Certificate I in Maritime Operations (Coxswain Grade 2 Near Coastal)**

### **Description**

This qualification is suitable for people who work as a Coxswain Grade 2 Near Coastal in the maritime industry and:

command a commercial marine vessel:

- up to 12 metres in length
- with propulsion power that is unlimited for an outboard engine or up to 100 kW for an inboard engine
- that is not carrying passengers

operate this vessel

- in sheltered waters or
- as a tender or auxiliary vessel within 3 nautical miles (nm) of a parent vessel within the exclusive economic zone (EEZ) or
- within 3 nm from point of departure, shore base or aquaculture lease.

### **Licensing/Regulatory Information**

This level of qualification is currently cited as meeting some of the requirements for certification as a Coxswain Grade 2 Near Coastal as defined by the National Standard for Commercial Vessels (NSCV) Part D.

Certification will require achievement of the MAR10413 Certificate I in Maritime Operations (Coxswain Grade 2 Near Coastal), qualifying sea service and completed Australian Maritime Safety Authority (AMSA) approved task book or qualifying sea service, and AMSA final assessment; people seeking certification should check with AMSA.

### **Course Outcome:**

MAR10413 Certificate I in Maritime Operations (Coxswain Grade 2 Near Coastal)

### **Careers & Pathways**

In Queensland, the industry has identified vocational outcomes and/or areas of local demand in transport, construction, shipping and tourism sectors along the east coast.

#### **Employment Pathway:**

Operate a commercial vessel under 12m within 5nm of the coastline with a propulsion power of <100kW for inboard engines and unlimited for outboard engines.

#### **Higher qualification Pathways:**

- MAR20313 Certificate II in Maritime Operations (Coxswain Grade 1 Near Coastal)
- MAR30913 Certificate III in Maritime Operations (Master up to 24 metres Near Coastal)
- MAR20413 Certificate II in Maritime Operations (Marine Engine Driver Grade 3 Near Coastal)
- MAR40613 Certificate IV in Maritime Operations (Master up to 35 metres Near Coastal) (pre-qualifications required)

### **Entry Requirements**

No Specific entry requirements are stated for this course, however a general command of spoken and written English, as well as the ability to write a simple report is required.

In addition, as a safety consideration, QMTS requires all students to be physically fit to carry out all the roles and responsibilities of coxswain on a commercial vessel under 12m within 5nm of the coastline with a propulsion power of <100kW for inboard engines and unlimited for outboard engines as described under the National Standards for Commercial Vessels - Part D. Students **must** be able to swim (any stroke) a minimum of 50 metres fully clothed.

## **Admission Requirements**

### **Language, Literacy, and Numeracy**

It is a requirement of this course that all enrolling students undertake a language, numeracy and literacy assessment.

### **Age restrictions**

QMTS will accept enrolments from students before their 16<sup>th</sup> birthday provided they meet all other Admission Requirements

Note: applicants must be 16 years of age or above to be issued by AMSA with a Certificate of Competence under the National Standards for Commercial Vessels - Part D - Certificates of Competency (Refer AMSA Guidance Notice).

### **Technology**

As some of the resources are contained in a dedicated learner portal, a student must have access to a computer (with Microsoft Office software).

Free Wi-Fi is available during training blocks.

While students will receive training in the use of the QMTS student portal they should have basic computer skills to complete the course without disadvantage.

## **Enrolment Documentation**

When enrolling into a QMTS course it is a requirement that all enrolment documentation is received before enrolment confirmation can occur. The required Documents are listed below;

- Pre-Enrolment Interview Form
- Personal Details Form must include the student's Unique Student Identifier (USI) (required before enrolment can be completed)
- Enrolment and Student Acknowledgement Form

**Please also note that Students will need to provide QMTS with their Unique Student Identifier (USI) before enrolment can be completed.**

## **Method of Delivery**

The units of the MAR10413 Certificate I in Maritime Operations (Coxswain Grade 2 Near Coastal) are delivered in a **10-day** face-to-face program. Students have 12 months (if required) to complete all theory and practical components of their program and 240 hours to complete the Workplace Task Book. Students who have sea service time in excess of 60 days will not be required to complete a Workplace Task Book.

The delivery of this qualification will be in a face-to-face classroom environment and includes:

- Face-to-face theory training and workshops
- Comprehensive practical training
- An AMSA Workplace Task Book completed in a real workplace under the supervision of a suitably qualified person and authenticated by QMTS may be required before a qualification can be issued.

## Course Fees

**Full Fee: \$3090.00**

- Please note course costs are inclusive of the AMSA Final Practical and Assessment application process
- A reduction in the course cost will apply for students who have successfully completed MARSS00008 - Shipboard Safety Skill Set.

## Assessment Procedures

Complete Assessment for the qualification is delivered through:

- Assignments (completed each evening after training at home)
- Assessments (quizzes completed at the end of each week during assessment and study time)
- Practical Tasks (assessed throughout the program)

## Classroom Location

**QMTS Training Centres** are located at the **Hervey Bay Boat Club** in Urangan, **The Royal Yacht Club of Victoria** in Williamstown (TBC) and **Sunreef Diving**, The Wharf, Mooloolaba.

## Recognition Processes

Learners are able to have their competency from prior learning and work experience recognised in this qualification through the following arrangements:

### **Recognition of Prior Learning (RPL)**

RPL is recognition of prior learning or skills obtained from previous study or work/life experience.

Learners, who through prior learning or experience believe they have gained competence in any of the skill areas, may be granted RPL upon substantiation of that claim. QMTS offers RPL on enrolment and the trainer will work with the student to define the potential for a successful application process.

A range of assessment methods are available to the assessor to determine the RPL application, including interview, oral or written questioning of knowledge, video or third party and referee reports and work histories.

For more information on the RPL process please refer to the QMTS RPL Policy and RPL information in the Student Handbook.

**NB:** RPL does not give the student a discount in course fees.

### **Credit Transfer**

Students may also apply for a credit transfer upon enrolment.

Learners who have evidence in the form of AQF certification from any other RTO or authenticated VET transcripts issued by the Registrar or from an AQF authorised issuing authority for units of competency relevant to this qualification will be given credit upon enrolment.

More information about QMTS Fees, RPL and credit transfers please refer to the student handbook.

For any further information in relation to payments, refunds or QMTS policy and procedures, please phone QMTS on 0498 489 405.

## **Other Information**

You will need your own laptop or iPad to access course resources (wireless internet is available in all classrooms at no cost). In addition, students will be required to possess Navigational instruments for chart work, including a Chart Plotter, Parallel Ruler, Bow Divider, Calculator, 2B pencils, Eraser, Compass and Protractor.

### **The following texts are recommended as optional reading**

- Australian Boating Manual by Cpt Dick Gandy (Available from the QMTS Bookshop – Cost \$100.00)
- Small Ships Manual I (Available free of charge from QMTS as a pdf file)

### **Some Items may be purchased from the QMTS Book Shop**

#### **Additional costs may be incurred for the following:**

##### 1. Private Practical Assessment Session

Students who require a private practical assessment session outside the sessions provided in the course structure will be required to pay the following additional costs:

- Boat Charter (This will vary depending on the level of certification required) eg 10m Vessel \$100.00 per hour, 14m Vessel \$150 per hour
  - Fuel @ approx. \$42.50 per hour
  - Assessor's Fee (currently \$120 per hour)
  - Any other out of pocket expenses incurred in the running of the assessment
  - Please refer to page 7 of the Student Handbook – Payments and/or QMTS Payment and Refund Policy
2. If you are deemed to be **Not Competent** in a unit (after three theory or three practical assessment attempts or due to disciplinary action) you will have to re-enrol in that unit and pay the unit enrolment fee.

#### **There will be no additional cost for the following:**

1. The re-issue of lost or replacement certificates or statements of attainment.
2. The re-assessment for the first two attempts after the initial assessment of a theory assessment. A student will receive three attempts at a Practical Assessment at no charge except in circumstances as described above where a student is unable to access a scheduled group practical assessment or where a student requires or requests a private practical assessment. In such cases the above Private Practical Assessment Session fees apply. As stated above additional fees will occur if after 3 Theory Assessment attempts or 3 Practical Assessment attempts the student has still not gained a Satisfactory result.
3. Training is available to all students in the use of the QMTS on-line training and assessment systems at no extra cost. A link to the Getting Started help page will be included in your enrolment confirmation email as well as in your resources on your Student Portal.

## **Complaints and Appeals**

Should you at any time wish to lodge a complaint, you can do so by contacting your trainer or the Director of QMTS on Ph: 0498 489 405. Please refer to the QMTS website or Student Handbook for further information on our Complaints and Appeals Process.