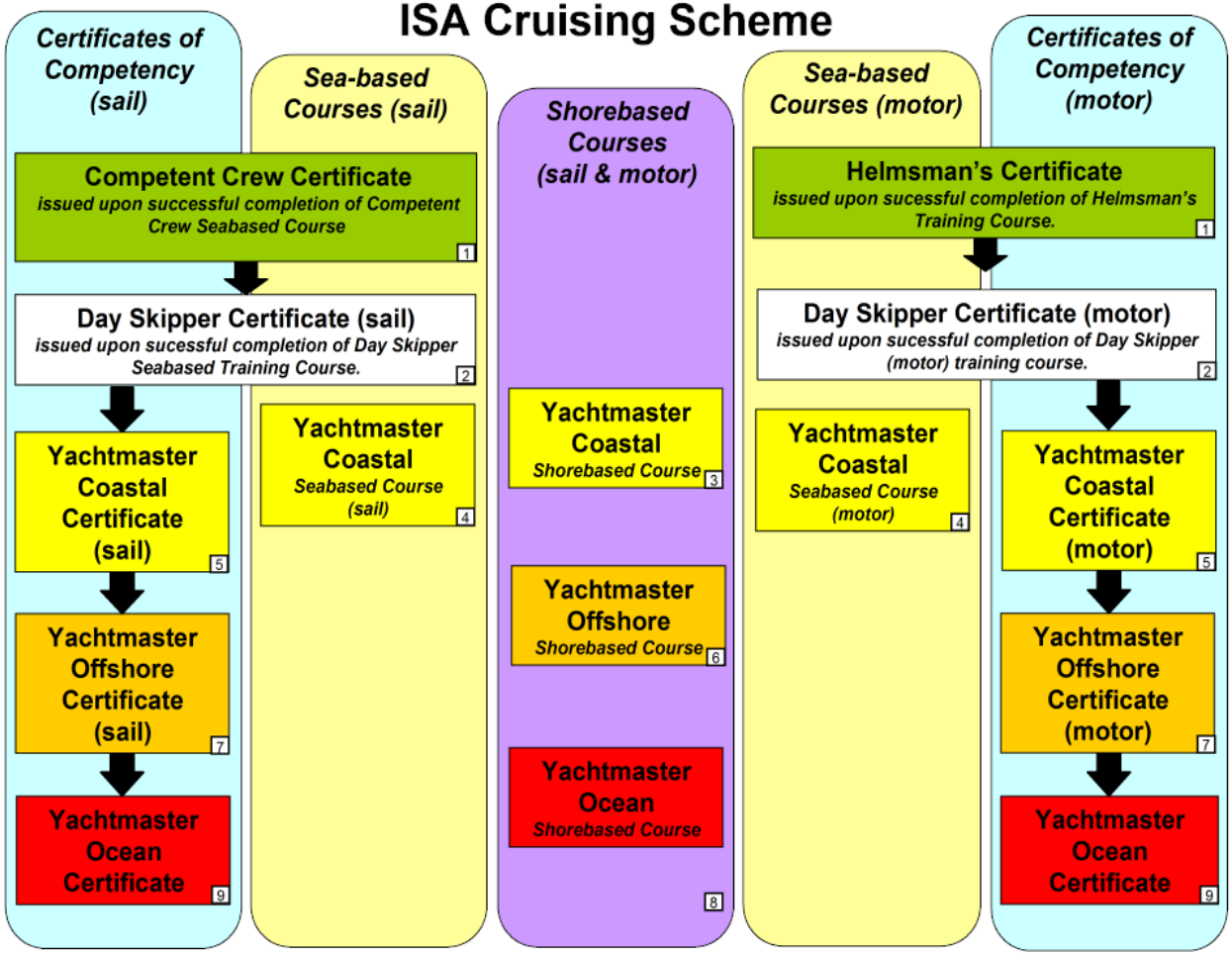
ISA National Cruising Scheme

Guidelines for candidates wishing to undertake assessment for;

- **ISA Yachtmaster Coastal (sail)**
- **ISA Yachtmaster Coastal (motor)**
- **ISA Yachtmaster Offshore (sail)**
- **ISA Yachtmaster Offshore (motor)**
- **ISA Yachtmaster Ocean (sail)**
- **ISA Yachtmaster Ocean (motor)**

Effective from 1st January 2003

ISA Cruising Scheme



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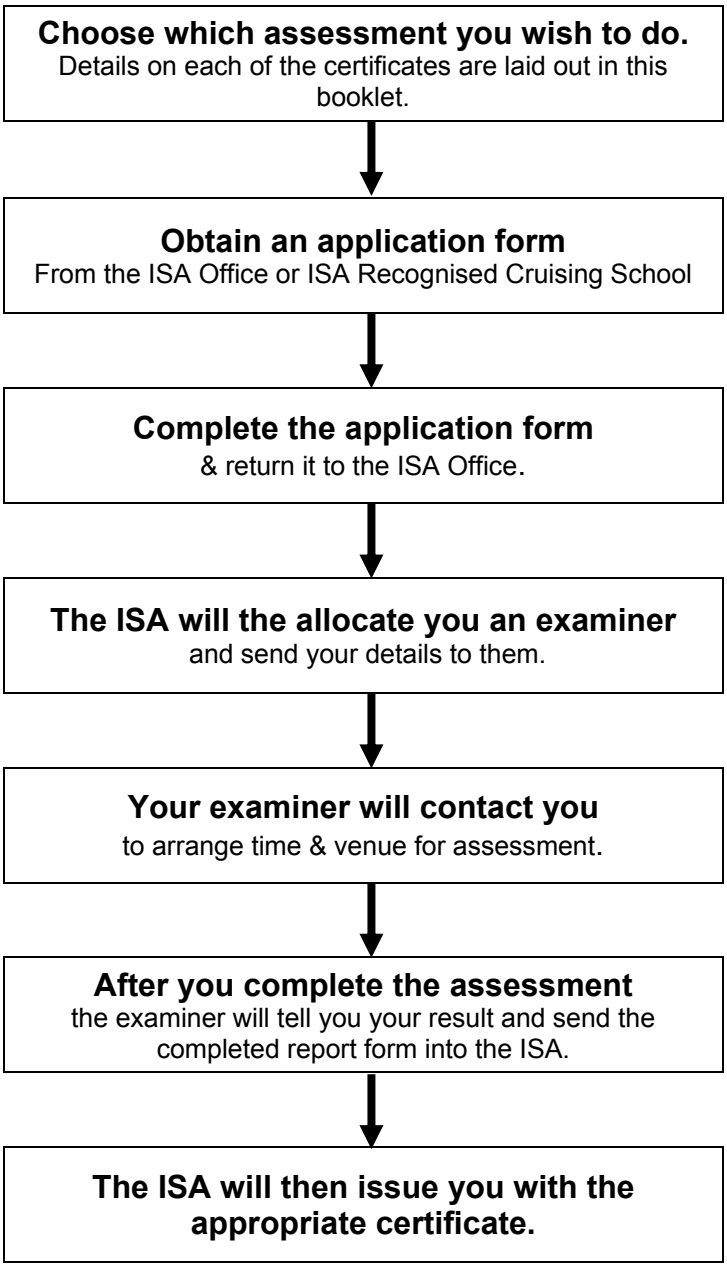
How to set up an assessment



ISA Yachtmaster Coastal Certificate (sail).

The Coastal Skipper Certificate certifies a recreational sailors ability to skipper a sailing yacht under sail and auxiliary motor on coastal passages during daylight and at night.

The assessment is a practical assessment run at sea in a cruising boat.

Prerequisite requirements
1) The following logged in a sailing yacht within 10 years of the exam.

- 800 miles in tidal waters
- 25 days at sea, 3 days as skipper
- 12 night hours.

Where a candidate holds a course completion certificate from a shorebased course in either the ISA Coastal Skipper or Yachtmaster Offshore then the logged requirements are as follows

- 600 miles .
- 20 days at sea, 3 days as skipper
- 12 night hours.

Mileage completed during ISA certified Coastal Skipper sea based courses may be included in the logged requirements

2) Restricted Certificate of Competency in Radiotelephony (VHF only), SRC Module 1

3) The candidate must be at least 16 years of age at the time of assessment.

Duration of assessment

One candidate	6 – 10 hours.
More than one candidate	4 – 8 hours per candidate.

Boat required
The boat used for assessments would normally be a sailing yacht with an auxiliary engine that is at least 7 meters in overall length and which is suitable for cruising. The yacht must be equipped to category B as defined in the ISA Yacht Safety Equipment list.

ISA Yachtmaster Coastal Certificate (motor).

The Coastal Skipper Certificate certifies a recreational sailors ability to skipper a motor yacht on coastal passages during daylight and at night.

The assessment is a practical assessment run at sea in a cruising boat.

Prerequisite requirements

1) The following logged in a cruising motor yacht within 10 years of the exam.
   - 800 miles in tidal waters
   - 25 days at sea, 3 days as skipper.
   - 12 night hours.

   Where a candidate holds a course completion certificate from a shorebased course in either the ISA Coastal Skipper or Yachtmaster Offshore then the logged requirements are as follows
   - 600 miles in tidal waters
   - 20 days at sea, 3 days as skipper
   - 12 night hours.

   Mileage completed during ISA certified Coastal Skipper courses may be included in the logged requirements

2) Restricted Certificate of Competency in Radiotelephony (VHF only), SRC Module 1

3) The candidate must be at least 16 years of age at the time of assessment.

Duration of assessment

One candidate	6 – 10 hours.
More than one candidate	4 – 8 hours per candidate.

Boat required

The boat used for assessments would normally be a motor yacht that is at least 7 meters in overall length and which is suitable for cruising. The yacht must be equipped to category B as defined in the ISA Yacht Safety Equipment list.

ISA Yachtmaster Offshore Certificate (sail).

The ISA Yachtmaster Offshore Certificate certifies a recreational sailors ability to skipper a sailing yacht under sail and auxiliary motor on coastal and offshore passages during daylight and at night.

The certificate is endorsed for recreational use by the Department of Marine, Communications and Natural Resources.

The assessment is a practical assessment run at sea in a cruising boat.

Prerequisite requirements

1) The following logged in a sailing yacht within 10 years of the exam.
   - 3000 miles.
   - 50 days at sea, of which 6 days must have been as skipper.
   - 30 night hours on watch.
   - 6 varied passages greater than 60 miles in length, on 2 of which you must have been skipper.

   Where a candidate holds a course completion certificate from an ISA Yachtmaster Offshore shorebased course, then the logged requirements are as follows
   - 2500 miles.
   - 50 days at sea, of which 6 days must have been as skipper.
   - 30 night hours on watch.
   - 6 varied passages greater than 60 miles in length, on 2 of which you must have been skipper.

   Mileage completed during ISA certified sea based courses may be included in the logged requirements

2) Restricted Certificate of Competency in Radiotelephony (VHF only), SRC Module 1

3) Approved Sea Survival Course Completion Certificate.

4) Approved First Aid Certificate

5) The candidate must be at least 18 years of age at the time of assessment.

Duration of assessment

One candidate	8 – 12 hours.
More than one candidate	5 – 9 hours per candidate.

ISA Yachtmaster Offshore Certificate (sail).

Boat required
The boat used for assessments would normally be a sailing yacht with auxiliary engine that is at least 7 metres in overall length and which is suitable for cruising. The yacht must be equipped to category B as defined on ISA Yacht Safety Equipment list.

ISA Yachtmaster Offshore Certificate (motor).

The ISA Yachtmaster Offshore Certificate certifies a recreational sailor's ability to skipper a motor yacht on coastal and offshore passages during daylight and at night.

The certificate is endorsed for recreational use by the Department of Marine, Communications and Natural Resources.

The assessment is a practical assessment run at sea in a cruising boat.

Prerequisite requirements

1) The following logged in a motor yacht within 10 years of the exam.
   - 3000 miles.
   - 50 days at sea, of which 6 days must have been as skipper.
   - 30 night hours.
   - 6 varied passages greater than 60 miles in length, on 2 of which you must have been skipper.

   Where a candidate holds a course completion certificate from an ISA Yachtmaster Offshore shorebased course, then the logged requirements are as follows
   - 2500 miles.
   - 50 days at sea, of which 6 days must have been as skipper.
   - 30 night hours.
   - 6 varied passages greater than 60 miles in length, on 2 of which you must have been skipper.

   Mileage completed during ISA certified sea based courses may be included in the logged requirements

2) Restricted Certificate of Competency in Radiotelephony (VHF only), SRC Module 1

3) Approved Sea Survival Course Completion Certificate.

4) Approved First Aid Certificate.

5) The candidate must be at least 18 years of age at the time of assessment.

Duration of assessment

One candidate	8 – 12 hours.
More than one candidate	5 – 9 hours per candidate.

ISA Yachtmaster Offshore Certificate (motor).

Boat required

The boat used for assessments would normally be a motor yacht that is at least 7 metres in overall length and which is suitable for cruising. The yacht must be equipped to category B as defined in the ISA Yacht Safety Equipment List.

ISA Yachtmaster Ocean Certificate

The ISA Yachtmaster Ocean Certificate certifies a recreational sailor's ability to skipper a sail or motor yacht on ocean passages without the use of electronic aids, where the yacht will be out of sight of land for extended periods.

The certificate is endorsed for recreational use by the Department of Marine, Communications and Natural Resources.

The assessment is a shorebased assessment where the candidate submits details of their qualifying passage to the examiner. In addition to this the examiner may require an interview with the candidate. Where a candidate does not hold a course completion certificate from an ISA Yachtmaster Ocean shorebased course, then they will be required to sit an invigilated shorebased exam.

Prerequisite requirements
1) ISA Yachtmaster Offshore Certificate.

2) The following logged by the candidate in a sail or motor yacht
- An offshore passage;
  - That was not less that 600 miles non-stop by the most direct navigational route.
  - Where the yacht remained more that 75 miles offshore for at least 200 miles.
  - Where the yacht was at sea for at least 96 hours.
  - Where the candidate shows they were fully involved in the planning and execution of the passage including the required celestial navigation techniques.

3) ISA Yachtmaster Ocean shorebased course completion certificate.
Where a candidate does not hold a course completion certificate from an ISA Yachtmaster Ocean shorebased course they will be required to sit an invigilated shorebased exam.

Duration of assessment
N/A

Boat required
None

Authorisation of Exams

All assessments must be authorised by the Irish Sailing Association.

All candidates must apply to the ISA. They will then be put in touch with an examiner to make the detailed arrangements for the assessment.

Payment of Exam Fee

The exam fee is payable by the candidate to the ISA when booking an examination. A current schedule of fees and expenses is detailed at the back of these guidelines

All expenses will be paid to the examiner by the ISA. Examiners may not accept any payment from candidates for expenses incurred in connection with an exam.

Candidate's Eligibility to take an Exam

Before the start of an assessment the examiner will verify the candidate's claim to have the specified sea experience and necessary original documentation. Where a candidate is unable to provide the relevant details the examiner may postpone or cancel the assessment.

All candidates must complete and sign the application form, which includes a statement of qualifying experience and a health declaration.

General Standards

The examiner is there by invitation of the candidates as an observer only and is not responsible for the safety of the candidates, yacht, crew or their actions.

If at any time the Examiner asks you to perform a task which you feel is unsafe or for which you are not competent, you should tell the examiner who will not require you to complete it. However, failure to complete tasks appropriate to the standards required may affect the outcome of the assessment.

Furthermore:

- Alcohol must not be consumed before or during assessments including any stopovers.

- Appropriate Personal Flotation Devices must be worn while on deck and underway.

Suitability of boats for examinations

The boats used for the assessment would normally be a well found cruising yacht that is at least 7 meters in overall length. The yacht must be equipped to at least category B as defined in the ISA Yacht Safety Equipment list.

If, upon embarkation, the examiner believes that the boat is either unsuitable for the assessment or that it does not carry the appropriate equipment, they have been instructed by the ISA not to proceed with the assessment. Any fees paid may be forfeited.

You should, if possible, be familiar with the boat in which you are being assessed. However the examiner will take into account the fact that you may be handling an unfamiliar boat.

In undertaking the assessment on a boat supplied by you, the ISA assumes that you have adequate third party insurance with regard to the boat being used.

Crew

Sufficient and competent crew must be provided to ensure the normal smooth running of the yacht while at sea. The crew must be suitably equipped and clothed. Normally the examiner will take no part in the running of the yacht.

It is important that you are aware of what role the crew is expected to play. Remember that the examiner has to test the candidate and any attempt by the crew to prompt the skipper is liable to lose rather than gain points for the candidate. The examiner will be looking at the candidate's ability to lead, motivate and communicate with the crew

Provisioning

It is the responsibility of the candidate/s to ensure that the yacht is suitably provisioned for the period of the assessment. This should include hot drinks and at least one hot meal for all those on board.

Documentation

Candidates must ensure that the yacht has all relevant documentation, charts and publications required for passage making and planning within a 24 hour radius from the harbour where you are meeting the examiner.

Candidates must present to the examiner original documentation as detailed laid under the relevant certificate at the beginning of these guidelines.

In addition candidates must present photo identification and proof of age such as passport or driving licence where this is not included in their radio licence.

Weather synopsis

Candidates should bring to the assessment a weather synopsis for the previous 3 days and the next 24 hours.

Simultaneous assessment of Coastal & Offshore candidates.

Simultaneous assessment of Coastal and Offshore candidates is not permitted.

Personal Equipment

Candidates are responsible for providing their own personal safety equipment and are encouraged to bring their own navigation equipment such as plotters, hand bearing compasses and hand held GPS if they wish.

Candidate Numbers and Duration of Exam

For planning purposes, the following times should be used as guidelines:

Coastal Skipper:

One candidate	6 - 10 hours
More than one candidate	4 - 8 hours per candidate

Yachtmaster Offshore:

One candidate	8 - 12 hours
More than one candidate	5 - 9 hours per candidate

All exams will include time underway in darkness.

Examiners have been instructed not to conduct full examinations on more than three candidates in any 24 hour period.

Weather limitations

If there is insufficient wind to make a fair assessment of the candidate's sailing ability the examiner and candidate should arrange a mutually convenient date for a re-test. There is no additional fee payable by the candidate or to the examiner.

Adverse weather conditions such as strong winds or poor visibility are an integral part of the exam process. There will be occasions on which, in the opinion of the examiner, it is unsafe to carry out a test, in which case it will be necessary to arrange another date for the assessment.

Barriers to assessments

Examiners have been instructed not to assess;

- A member of their family.
- Participants completing a training course immediately preceding the examination on which the examiner was the Instructor.

Examiners are required to declare to the ISA when a candidate is either a personal friend, someone they have taught or they have previously failed in an examination.

Post assessment debrief

At the end of every assessment the examiner will carry out a de-briefing session with the candidate.

Partial Re-assessment

At the discretion of the examiner, a candidate who fails individual sections of the assessment may be re-tested on those sections by the same examiner within a period of six weeks. In such cases an additional fee, as laid down by the ISA, will be charged.

Appeals

Should a candidate wish to appeal the result of a Yachtmaster assessment then they should do so in writing to the ISA Training Development Officer within 14 working days of their assessment.

The ISA may at its discretion then arrange for the candidate to be re-examined by another examiner. The candidate will be required to pay an additional fee for the re-examination. This fee may be refunded in the case of the appeal being successful.

Specific aspects of practical assessments

The assessment will be set in the context where you, the candidate, are the skipper of the boat. Remember that the examiner is there only to observe and report. The examiner will exercise control over the boat only so far as it is necessary to set up a test.

Candidates must expect to be examined on any aspect of the relevant ISA shorebased or practical syllabus up to the level of the assessment being undertaken. These are available form the ISA.

PREPARATION OF BOAT AND CREW
The aim of this section is to test whether you know what checks should be carried out on the boat and equipment and what points should be included in a briefing to a newly-joined crew.

PASSAGE PLANNING
The test should show that you understand the passage-planning process. The test may be pre-set so that you are asked to arrive for the exam with a passage already planned.

BOAT HANDLING (ENTERING AND LEAVING HARBOUR)
Here the examiner will test your boat handling ability in close quarter manoeuvrin, berthing and un-berthing.

PILOTAGE
Whenever possible you will be required to take the boat into harbours and anchorages with which you are unfamiliar.

BOAT HANDLING (OPEN WATER)
Here the examiner is looking for your ability to handle and control a cruising boat efficiently while on passage. Under sail the examiner will expect you to use the sail controls efficiently for cruising.

MAN OVERBOARD RECOVERY
You will be required to carry out a man overboard recovery exercise. On sailing yachts the examiner will clearly indicate whether the engine can be used.

Specific aspects of practical assessments

NAVIGATION AND CHARTWORK
Here we are looking for you to navigate, as you would do normally. If you choose to do no formal chartwork the examiner must decide whether or not this is safe.
Chartwork will be tested and in order to do so the examiner may impose a scenario which makes chartwork essential for the safe navigation of the boat.

When available, the safe use of electronic aids to navigation will be assessed as will the ability to navigate safely without electronic aids.

DECKWORK AND GENERAL SEAMANSHIP
Here we are looking for two key aspects; decision-making and practical ability to implement decisions.

IRPCS
The candidate will expected to be able to identify any vessel from the appropriate lights, shapes and sound signals. The candidate must be able to assess risk of collision and take the correct action in any situation where risk of collision exists.

METEOROLOGY
Here we will look for knowledge of sources and types of forecasts available and the interpretation of forecasts and visible phenomena.

Schedule of Fees & Expenses

Fees

	1 candidate.	2 or more candidates
	Fee to candidate	Fee to candidate
Coastal Skipper	€235	€155
Yachtmaster Offshore	€310	€215
Yachtmaster Ocean	€210	-
Partial re-examination	50% of fee.	

Expenses

The ISA will charge candidates when Examiners have to travel further than 25 miles to an examination (round trip >50 miles). The mileage to be charged will be decided by ISA in consultation with the examiner.

A subsistence rate may be charged to the candidate for over night accommodation where it is not provided on board the boat. Overnight accommodation when not provided on board is chargeable at €32.00/night

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