

EDUCATIONAL OBJECTIVES

- To prepare men and women to operate and maintain vessels for safe, efficient, and pleasurable voyaging.
- To prepare men and women with the skills to effectively act as a crewperson.
- To provide a training foundation for students with limited "sea time" to enable them to obtain a Merchant Mariner Document.

Students in this program may also choose to transition into Mariner Training

COURSE DESCRIPTION

STCW Basic Training - 40 hrs.

Personal Safety & Social Responsibilities - 4 hrs

Individual shipboard responsibilities, teamwork, communications, health and hygiene, safety equipment, oil pollution and waste regulations, and handling shipboard emergencies.

Personal Survival Techniques - 12 hrs

Designed to teach students the principles of survival at sea.

First Aid - 8 hrs

Prepares student in emergency treatment of injuries that can occur in a Maritime or Industrial environment.

Basic Marine Firefighting - 16 hrs

Students learn the theory & application of shipboard firefighting. Please note that Firefighting is held at Port Canaveral Maritime Academy.

Maritime Security Awareness - 4 hrs.

Provides knowledge for crew members working at port facilities & on vessels Includes the meaning & requirements of the different security levels; emergency procedures & contingency plans; recognition & detection of weapons, dangerous substances and devices. Also covers Non-discriminatory recognition of the characteristics & behavioral patterns of persons likely to threaten security; and the techniques used to circumvent security measures.

Able Seaman "AB"- 40hrs.

The AB course covers the necessary United States Coast Guard "USCG" Deck General, Navigation General and Deck Safety Rules of the Road. The course also includes hands on training, tying various knots, splices, bends and hitches with students being required to demonstrate their ability to complete a number of them within several 15- minute increments.

Preparation and USCG testing is included and the certification is advantageous for those students seeking to explore work opportunities in the Commercial segment of Maritime Industry.

Basic Engines - 6 hrs.

Provides a practical understanding of the operation and routine maintenance of basic mechanical systems aboard vessels, with emphasis on diesel and gasoline inboard engines. The subject matter is presented in the classroom and demonstrated in Chapman School's engine shop facility and on our vessels.

Boat Maintenance-2 hrs.

Practical "hands-on" instruction in basic boat repair and prevention. Topics include varnishing and painting techniques, fiberglass care and repair.

Navigation & Position Determination - 10 hrs.

Piloting - 10 hrs.

Using nautical charts and the marine compass, students are shown various methods to accurately establish a vessel's position and to project later positions via dead reckoning. Additional elements cover the effects of currents and tides through use of publications and tide tables.

Marine Radio Operators Permit "MROP" - 4 hrs.

Course confers the authority to operate licensed radio stations in the aviation, marine and international fixed Public radio Services. Course includes 1 hour Federal Communications Commission exam.

Watchkeeping - 6 hrs.

Comprehensive study of Nautical Rules of the Road designed to prepare students for the safe & competent operation of vessels on inland & international waters.

Seamanship - 23 hrs.

Seamanship Principles - 4 hrs.

A study of basic nautical terminology and legal requirements and maritime law.

Marlinspike Seamanship - 7 hrs.

A "hands-on" study of bends, hitches, splices, blocks and tackle, the care and inspection of wire rope as well as other shipboard "arts of the sea."

Aids to Navigation - 2 hrs.

Identification and understanding of the use of Aids to Navigation on waterways.

Deckhand /Mate Training Schedule 2025 /2026						
Class #	08-25	10-25	01-26	03-26	08-26	10-26
Starts	08/04	10/20	01/12	03/30	08/03	10/12
Ends	09/05	11/21	02/13	05/01	09/04	11/13
Holidays						

Seamanship - (cont.)

Vessel Maneuvering / Handling/ Docking/Anchoring - 2 hrs.

The theory of operation of both sail and power driven vessels.

Boating Laws & Regulations - 2 hrs.

Review of Boating Laws and Regulations as pertain to vessels.

Emergency Procedures - 2 hrs.

The application of vessel emergency procedures to vessel operations.

Towing Theory - 1 hr.

Practical applications and techniques in towing and anchoring.

Sail Theory - 3 hrs.

Sail theory and practical application.

Underway Boat Handling Exercises - 49 hrs.

Vessel Maneuvering, Handling & Practical Assessments - 47 hrs.

Vessel theory & operation of power & sail boats. Instruction in all basic aspects of boat handling & safety procedures. This practical training, includes dockside procedures, underway maneuvering, anchoring, & man overboard drills.

Covers the correct procedure to adopt when standing watch, helm responsibilities and observation techniques. Also includes the theory and operation of marine electronic equipment such as VHF and SSB radios, GPS, Radar and Chart Plotters.

Provides a hands- on approach to learning and maintaining various electrical and mechanical systems aboard various types of vessels; Including identification, developing inspection and maintenance procedures for equipment such as engines, generators, water makers, air conditioners, AC/DC systems, fresh and hot water systems, waste systems, galley equipment, steering and control systems, stability and other systems found throughout a vessel.

Knowledge of skills will be signed off by qualified instructors through practical demonstration of skills by students as listed in log books and assessment sheets.

Simulator Practical Exercises - 2 hrs.

Simulated exercises incorporating "real world" vessel conditions, vessel traffic, obstacles and lack of visibility.

ADMISSION

- To qualify for admission, the student must be 18 years of age or older, in overall good health, and must be able to use mathematical skills and the English language in order to fully benefit from the program.
- Students undertaking the Deckhand/ Mate Training Program who progress to a satisfactory standard may elect to upgrade and transition to the Mariner Training Program or to the Professional Mariner Training Program.
- For students wishing to upgrade to the Mariner Training Program an additional tuition cost of \$2,600.00 will apply.

Students must provide their own deck shoes

TUITION & FEES

Tuition Deposit	\$ 500.00
Tuition Balance.	<u>\$5,560.00</u>
Total Tuition	\$6,060.00

- The Chapman School Registration Form and the Port Canaveral Registration Form must be completed and signed (by a parent or guardian if the applicant is younger than 18) and returned to the Chapman School along with the \$500.00 non- refundable Tuition Deposit.
- Tuition Balance is due 30 days prior to the first day of class.
- Tuition does not include housing, board or transportation.
- All costs are payable in United States currency only.
- Visa, MasterCard, Discover and American Express cards accepted.

Curriculum, fees, expenses and other matters described herein are subject to change without notice at the discretion of the Chapman School of Seamanship. Currently enrolled students who have paid in full will not be affected by any such changes unless they change the date of enrollment to a future class.

REFUND POLICY

- If the registration is not accepted by the School, all payments made will be refunded promptly.
- If cancellation is requested within three (3) business days after signing the Registration Form, all payments made by the applicant will be refunded in accordance with the Buyer's Right to Cancel.
- If cancellation is requested more than three (3) business days after signing the Registration Form, but before the beginning of classroom instruction, the applicant is obligated for the non-refundable \$500.00 Tuition Deposit.
- Where notice is provided to the School more than fourteen (14) days before the start of class, a student may transfer to another class upon payment of a \$50.00 transfer fee.
- Once classes begin, if the student wishes to withdraw within the first two weeks of the program, he/she is obligated to pay the equivalent of two (2) weeks tuition. Thereafter, the student is obligated for the full tuition.
- If a credit card was used as the original method of payment, a convenience fee of 3.0% of the total amount refunded will apply for all transactions .
- Applicable refunds are returned within 30 days.

STUDENT HOUSING

Campus housing consists of dormitory apartments. Each apartment contains a bedroom, convertible living room/ bedroom, bath, kitchenette and covered porch. All apartments are air conditioned, fully furnished and equipped with refrigerator, counter top range and cooking utensils. Housing fee includes utilities. The maximum number of students per apartment is usually two.

Housing Fee (Shared Rate)	<u>\$1,750.00</u>
Total Housing Fees . . .	\$1,750.00

Single housing, if available, is at a premium rate. Campus housing must be booked in advance to ensure availability. *Sorry, no pets.*

The School is not responsible for the loss of any personal property.

Housing Refund

- Student Housing fees are due 30 days prior to the start of class.
- If a student cannot attend the class in which registered, housing fees are refundable.
- Once a student moves into the facilities, no fees will be refunded.
- In the event any student does damage to the accommodations, he or she will be responsible for the replacement cost & labor required to repair the damaged School property.
- If a credit card was used as the original method of payment, a convenience fee of 3.0% of the total amount refunded will apply for all transactions.

Please note that 2 days of the program will be conducted in Port Canaveral, FL. Students must make their own housing arrangements for this period.

ATTENDANCE

Attendance Requirements

For the 88 hour portion of the program covering ; USCG STCW Basic Training; USCG Maritime Security Awareness; USCG Able Seaman and the FCC Marine Radio Operator Permit, 100% attendance is required.

Students must attend at least 85 hours (89%) of the final 96 hour portion of the program. These requirements are strictly enforced whether the absence is excused or unexcused.

Class Schedule

Classes meet daily, Monday through Friday from 8:00 am to 5:00 pm for all 5 weeks of the program.

Unexcused Absences

More than fourteen (14) hours or two (2) full class days of any unexcused absences in any (3) three week period is considered excessive and may result in dismissal from the School.

Tardiness

Lateness for any part of an hour will be counted as a full hour of absence.

Leaves

Any student who takes extensive leave beyond allowed attendance policy limits due to any special circumstances such as prolonged illness, family emergency etc., will be permitted to re-enter the program at the phase of training that is identical to the one he/she left.

Earlier phases of training may be repeated at no additional cost as determined by the School.

If a student has been terminated for attendance reasons and can provide evidence to assure that the cause of poor attendance has been eliminated, the student may be re-admitted on a probationary basis for a three (3) week period. Seven hours or one full class day of any unexcused absence during this time will cause termination.

Student Responsibilities

Students are required to observe proper standards of personal conduct. Justification for dismissal from the School would include any action that interferes with the ability of fellow students to study, the overall safety of the campus facilities or the smooth running of Chapman School.

Proper dress, including shoes, shirt and pants or shorts must be worn in the classroom and the Administration Building. Work clothes are recommended for shop and boat maintenance lab work. To safe guard against infection from minor scrapes or punctures, we suggest obtaining a current tetanus booster.

GRADING POLICY

Tests & Examination

Examinations will be scheduled throughout the program at the end of each course. Instructors may average quizzes or other grades with the examination to determine each grade. The grades that are turned in to the office may be reviewed by the student upon request.

Final Grade

The final course grade will be based on the average of all course grades. Each course grade will be weighted based on the number of hours in each course. To qualify for graduation, the final average must be 70% or higher.

Student Progress

All student records will be kept on file for the viewing by the student and authorized parties.

A standard system of weighted percentages is used for recording student progress. To remain in good standing, a student must maintain an average of 70% or better. If the grades on record at any time period appear to place a student in academic jeopardy, a progress report will be issued and a student/administration conference will be held. The student will be given a period of time during which he/she must pass course work that will bring the average up to satisfactory.

If grades are not brought up to passing, the student may be terminated for unsatisfactory progress. Re-entry will be at the discretion of the School's administration.

CERTIFICATIONS

Successfully passing the exams in compliance with United States Coast Guard (USCG), Federal Communications Commission (FCC) & National Association of State Boating Law Administrators (NASBLA) standards will qualify the graduate for the following:

1. - STCW VI/1 Basic Training
 - STCW VI/6 Maritime Security Awareness
 - Able Seaman "AB"
 - FCC Marine Radio Operators Permit
 - NASBLA Safe Boating Certification
2. Sea Time for all boat handling components of the program. Sea Time will be accredited as deck department sea service associated with bridge watch keeping duties under the supervision of the Master or qualified officer.

GRADUATION

Requirements for Graduation

The Chapman School awards a certificate indicating satisfactory completion of Deckhand/ Mate Training. All attendance requirements must be met and any financial obligations to the School satisfied. A final average grade of 70% or higher is required.

NOTES:

The School does not discriminate on the basis of age, sex, religion, race or ethnic group in the administration of its policies and programs.



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