



# International Training

## UNIQUE SPECIALTY/OPS COURSE APPLICATION AND GUIDELINES

### Method of Payment

☐ AMEX ☐ MasterCard ☐ Visa ☐ Check ☐ Money Order    Make Checks Payable to International Training

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Instructor Name: \_\_\_\_\_ Member #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ E-mail address: \_\_\_\_\_

### Request for a Unique Specialty Instructor Upgrade:

Instructors may apply for approval of their own unique specialty or ops course by submitting a draft out- line to the SDI/TDI/ERDI Headquarters Training Department or their Regional Representative. The following criteria applies:

#### Instructor Requirements:

- ☐ Be in active teaching status with the agency the specialty is being created for – i.e.; SDI, TDI or ERDI
- ☐ Provide a detailed resume of experience and proof of a minimum 25 dives in the unique specialty activity being applied for
- ☐ Submit a draft outline, using the format in the attached guideline, for approval by headquarters
- ☐ Provide reasons why the unique outline should be accepted – i.e.; geographical, cultural, market opportunity, etc.
- ☐ Complete the Course Details section below.
- ☐ Pay application fee – contact RO or WorldHQ

#### Course Details:

Course Name: \_\_\_\_\_

Course Agency: \_\_\_\_\_

Reason(s) for creating unique specialty/ops course: \_\_\_\_\_

Instructor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Draft outlines should be submitted in 'electronic' format, using Microsoft Word®. E-mail to training@tdisdi.com or mail to International Training (attn Training Dept), 1321 SE Decker Ave., Stuart, FL 34994. Members outside of the Americas should submit outlines to their Regional Representative



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### **Draft outlines are subject to a review process as follows:**

1. Receipt, review, and edit by Training Department staff
2. Return to originator for correction, extra information, etc.
3. Final review and approval or rejection by Training Department as applicable

The approval process for a unique outline may take several weeks, depending on Training Department commitments and/or the amount of reviews/edits required for the particular submission. Approval is not guaranteed at any point during the review process. Any outline approved for use becomes property of, and copyrighted by International Training and may be used by other instructors on the authority of the Training Department.

The following guide should be used to create the draft outline. Grey boxes denote required elements, all of which must be included. Text shown in italics is included as a guide and may be deleted from the draft by the author. (*An 'electronic' version of the guide is available in the members' area of [www.tdisdi.com](http://www.tdisdi.com), in which grey boxes denoting required elements may be completed.*)



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### NAME of SPECIALTY (specify SDI, TDI or ERDI)

#### Introduction

Include an overview of the specialty and the intended purpose

#### Who May Teach

An active Instructor that has been certified to teach this specialty (insert SDI, TDI or ERDI as applicable)

#### Student to Instructor Ratio

##### Academic

1. Unlimited, so long as adequate facility, supplies, and time are provided to ensure comprehensive and complete training of the subject matter

##### Confined Water (swimming pool-like conditions)

1. A maximum of students per instructor
2. Instructors have the option of adding more students with the assistance of an active assistant instructor or Divemaster\*
3. The total number of students an instructor may have in the water is with the assistance of active assistant instructors or Divemasters\*

##### Open Water (ocean, lake, quarry, spring, river, or estuary)

1. A maximum of students per instructor; it is the instructor's discretion to reduce this number as conditions dictate
2. The instructor has the option of adding more students with the assistance of an active assistant \*
3. The total number of students an instructor may have in the water is with the assistance of active assistants \* An active assistant is defined as: \*
4. *\*Delete if not applicable*

#### Student Prerequisites

1. Detail the minimum certification required to enroll
2. Detail the minimum age required to enroll (including age with parental consent if applicable)
3. Detail the minimum number of logged dives required to enroll

#### Course Structure and Duration

1. Confined or open water execution dives are required with complete brief and debrief by the instructor
2. Detail the minimum number of classroom hours if applicable
3. Detail any restrictions on the dives, ie max depth, etc if applicable



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### Administrative Requirements

#### Administrative Tasks:

1. Collect the course fees from all the students
2. Ensure that the students have the required equipment
3. Communicate the schedule to the students
4. Have the students complete the applicable:
  - A. Liability Release and Express Assumption of Risk Form
  - B. Medical Statement Form

#### Upon successful completion of this specialty the instructor must:

Issue the appropriate certification by submitting the Diver Registration Form to International Training Head- quarters, the appropriate regional office or registering the students online through member's area of [www.tdisdi.com](http://www.tdisdi.com) (insert SDI, TDI or ERDI as applicable)

### Required Equipment and Materials

*Detail the minimum equipment requirements and materials for the course*

### Approved Outline

**Instructors may use any additional text or materials that they feel help present these topics. The following topics must be covered:**

*Detail all main subject areas to be covered, including sub-topics as applicable*

### Required Skill Performance and Graduation Requirements

**Students are required to successfully complete the following:**

*Detail each required dive, by Number – ie Dive 1, Dive 2, etc and list all required skills. FOR*

*EXAMPLE: Open Water Dive 1*

- A. Test and check all equipment, i.e. depth gauges, bottom timers/watches and computers
- B. Familiarization with area
- C. Descend to planned depth and do not exceed any pre-planned limits
- D. Dive according to plan at a depth limited to 30 metres / 100 feet for first dive.
- E. Ascend to safety stop

*Detail any academic requirements for graduation*