

## 10. Course Director and Instructor Trainer Crossover

### 10.1 Introduction

The SDI Course Director and Instructor Trainer Crossover course familiarizes and trains candidates that hold an equivalent rating from other recognized agencies in the training philosophy and methods used by International Training, certifying them as SDI Course Directors or Instructor Trainers. This course is intended as an evaluation and familiarization of International Training's standards, materials, services, and philosophy, to potential crossover candidates. It is not intended to teach the basic principles of how to train instructors.

### 10.2 Qualifications of Graduates

Upon successful completion of this course, Course Director graduates may:

1. Conduct the IDC portion of an SDI Open Water Scuba Diver Instructor (OWSDI) course
2. Conduct the SDI Non-Diving Specialty Instructor course
3. Certify SDI Instructors, Assistant Instructors, and Non-diving Specialty Instructors to teach SDI specialties they hold instructor ratings for\*
4. Conduct administrative professional crossovers
5. Attend an Instructor Trainer Workshop (ITW)

**Note:** Course Directors cannot conduct the IEC portion of an SDI Open Water Scuba Diver Instructor course

Upon successful completion of this course, Instructor Trainer graduates may:

1. Conduct all the qualifications of Course Director graduates
2. Conduct the IEC portion of an SDI Open Water Scuba Diver Instructor course independently
3. Teach and evaluate instructor-level courses for all approved levels
4. Staff Instructor Trainer Workshops
5. Conduct administrative crossover programs and crossover evaluations for SDI Professionals
6. Conduct the SDI Course Director program (when prerequisites are met)

\*Certain specialty instructor ratings are subject to minimum student numbers being met before IT status is granted

## 10.3 Who May Teach

1. **Course Director Crossover:** Any active SDI Course Director IT approved by SDI Headquarters Training Department
2. **IT Crossover:** Any active Instructor Trainer Evaluator approved by SDI Headquarters Training Department

## 10.4 Student to Instructor Ratio

Candidate to IT ratio is unlimited so long as adequate facility, supplies, and time are provided to ensure comprehensive and complete training of subject matter

## 10.5 Student Prerequisites

1. All applicants subject to approval from SDI Headquarters Training Department. Eligibility for the crossover will be determined by agency crossing over from.
2. Active Instructor Trainer or Course Director equivalent\* with a recognized scuba training agency with no quality assurance issues for the past 12 months
3. Provide proof of current CPR, first aid, and oxygen provider, where local law permits
4. Provide a current medical examination for scuba diving signed by a licensed physician
5. Have issued a minimum of 35 SDI certifications at various levels. Suggested levels as defined below:
  - 25 Open Water Scuba Diver
  - 5 Rescue Diver
  - 5 Specialty Diver

*\*Equivalent ratings are determined and must be approved by the SDI Headquarters Training Department.*

## 10.6 Course Structure and Duration

### Course Structure:

1. Course Director ITs and Instructor Trainer Evaluators may structure courses according to the number of candidates participating

### Duration:

1. The Course Director or Instructor Trainer Candidate must complete a minimum of 25 hours under the direction and supervision of an SDI Headquarters approved Course Director IT or Instructor Trainer Evaluator, over a minimum of two and a half days. This time is set for a 4:1 ratio. Some candidates may require additional time, determined by Headquarters Training Department and at the discretion of the ITE.

## 10.7 Administrative Requirements

### Administrative Tasks:

1. Submit a fully completed SDI Instructor Trainer/Course Director Application and all required supporting documentation to SDI Headquarters Training Department for approval *prior to commencement of training*
2. All course fees must be paid in full two weeks prior to the start of the course
3. Candidates must have the proper equipment for confined/pool training and open water
4. Communicate the schedule and course content to the candidate(s)
5. Have the students:
  - a. Complete the *SDI Liability Release and Express Assumption of Risk Form*
  - b. Submit the *SDI Medical Statement Form* signed by a licensed physician
6. Verify candidates' equivalent credentials
7. Candidates must complete the following online learning courses prior to the start of the crossover:
  - a. *SDI Open Water Scuba Diver Instructor* eLearning Course
  - b. *SDI Open Water Scuba Diver* eLearning Course
  - c. *Professional Familiarization (Crossover)* eLearning Course

**Upon completion of the program, the Course Director IT or Instructor Trainer Evaluator must:**

1. Issue the appropriate SDI certification by submitting the following to SDI Headquarters:
  - a. Instructor Trainer Workshop/Course Director Program Evaluation Checklist & Registration Form
  - b. Instructor Trainer & Course Director Pre-Course Exams
  - c. Course Director or Instructor Trainer Final Exam
  - d. One (1) academic presentation evaluations by candidate
  - e. One (1) confined water presentation evaluations by candidate

**10.8 Training Material****Required materials for the Crossover candidate:**

1. *International Training Standards and Procedures*
2. *SDI Open Water Scuba Diver* Digital Instructor Resource
3. *SDI Open Water Scuba Diver* eLearning Course
4. *SDI Open Water Scuba Diver Instructor* eLearning Course
5. *Professional Familiarization (Crossover)* eLearning Course
6. *SDI Confined Water and Open Water* Slates
7. *SDI Skills Checklist* Slate
8. *Instructor Evaluation* Slates
9. *Instructor Academic Evaluation* Forms
10. *Instructor Trainer* Digital Instructor Resource

**For the Course Director IT or Instructor Trainer Evaluator:**

1. *Instructor Trainer* Digital Instructor Resource
2. *International Training Standard and Procedures*
3. *SDI Open Water Scuba Diver* Digital Instructor Resource
4. *SDI Open Water Scuba Diver* eLearning Course
5. *SDI Confined Water and Open Water* Slates
6. *SDI Skills Checklist* Slate
7. *Instructor Evaluation* Slates
8. *Instructor Academic Evaluation* Forms
9. SDI Course Director or ITW Written Examination – available via HQ Training Department
10. *Instructor Trainer Workshop/Course Director Program Evaluation Checklist & Registration* Form
11. Course Director/Instructor Trainer Pre-Course Study Package as listed in Section 10.11

## 10.9 Required Equipment

Basic open water scuba equipment for dive leaders, as described in section two of this manual

## 10.10 Required Subject Areas

**In addition to topics taken from other SDI Leadership courses at the discretion of the conducting Course Director IT or Instructor Trainer Evaluator, the following topics, in line with information detailed in the current IT manual, are required to be covered and the candidate's comprehension and ability to convey them are required to be evaluated:**

1. Introductions/Workshop Overview
2. Methods of Instruction
3. Being a Professional CD/IT
4. Code of Ethics
5. Instructor Training
6. The SDI/TDI/ERDI Instructor
7. Products and Training Materials
8. Website Overview
9. Courses an SDI Instructor Can Teach
10. Dive Leader Risk Management
11. Scheduling Options
12. Leadership Processing
13. Teaching Rescue Divers
14. Teaching DM and AI Courses
15. Business of Diving
16. Facility Designations
17. Referral Procedures
18. Conducting Administrative Crossovers
19. Teaching Specialty Instructors
20. Non-Diving Specialty Instructor Programs

In addition to the topics above, the following topics must be covered for Instructor Trainer candidates

1. IEC – Evaluation Process
2. Teaching SDI Course Director Courses
3. TDI Instructor Training
4. ERDI Instructor Training
5. Conducting Crossovers/Members Updates

## 10.11 Required Skill Performance and Graduation Requirements

Presentation and evaluation topics are taken from SDI's Instructor Development program and candidates are required to successfully complete the following skills using SDI Training Material:

- Pool / Confined Open Water Session
  - Swim Evaluations:
    - Perform a 10 minute survival-float, without the use of swimming aids
    - 400 metre swim on the surface, non-stop, any stroke, without the use of swimming aids, in less than 10 minutes; swim goggles permitted
    - 800 metre swim with mask, snorkel, and fins non-stop without the use of arms in less than 17 minutes
  - Rescue Scenario:
    - Perform, to demonstration quality, one complete rescue scenario
  - Skill Evaluations: Minimum 5 skills while maintaining neutral buoyancy.
  - Suggested Skills :
    - Mask Remove / Replace
    - Regulator Recovery
    - Neutral Buoyancy
    - Alternate Air Source Ascent
    - Controlled Swim Ascent
  - IT Candidate Confined Water #1 Evaluation of Instructor Level Presentation
  - If class size permits, candidates are to evaluate each other's presentations. If not, ITE to give presentations for candidates to evaluate.
1. Successfully complete the Course Director/Instructor Trainer pre-course study package which includes:
    - a. Written Standards and Procedures Exam
    - b. Online OWSDI course
    - c. Online Professional Familiarization (crossover) course
  2. Evaluate a minimum of:
    - a. One academic presentation
    - b. One confined water presentation
  3. Successfully pass the Course Director/Instructor Trainer written examination with a minimum score of 80 percent, with 100 percent remediation by the conducting Course Director IT or Instructor Trainer Evaluator.