



SSI Training & Dealer Standards

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How to Use SSI's Training & Dealer Standards

The following provides an explanation of the content and structure of the SSI Training & Dealer Standards.

SSI Training Standards 2006

The document is separated into two sections:

Standards for training which include information on all of the SSI courses and ratings; and Standards for SSIDealers, which include information on the various dealerships available with SSI.

It is important that the entire document is read in order to obtain full understanding of the SSI Education System.

General Guides:

Statements that appear in italics are simply recommendations by SSI. Those statements are not SSI Standards.

Revised and effective dates:

SSI Training Standards have a *Revised Date* and an *Effective Date*.

Please review the new, revised edition of the SSI Training Standards against the previous edition, so you will be aware of any changes to SSI Standards.

You may implement the revised Training Standards immediately or any time prior to the Effective Date. Please call SSI Headquarters with any questions.

Revised Date. The date the Training Standards were published. The Revised Date is listed at the top of the Contents page.

Effective Date. The date the Training Standards become effective and supersede the previous edition or printing of the Standards. The Effective Date is listed in several places in the document: on the front page, at the end of the Contents page, at the top of each page.

The *Effective Date* on the top of each page may reflect a revised page and the Effective Date of that page, and thus differ from the Effective Date of the Standards document.

First Aid and CPR Training Requirements:

Many SSICourses list first aid and CPR training as a prerequisite to begin training, or to receive certification. It is recommended to find out from your Regional Center what first aid and CPR agencies and programs they approve before beginning a first aid and CPR course.

Contextual Definitions:

The following terms are defined as they apply to the Training and Dealer Standards.

Active Status. An individual who has been certified as a dive leader, maintains professional liability insurance (if required) and is current (renewed) active status with a training agency. If insured through another insurance carrier other than SSI's, the dive leader must list SSI as an additional insured and provide proof of insurance to SSI Headquarters.

Certified Assistant. An active SSI Dive Leader, an active Instructor or Assistant Instructor from another certification agency.

Excursion Dive. An excursion dive is a dive without formal performance requirements made prior to completion of all open water training dives.

Initiating Instructor. In the case of a Referral, the Instructor who conducts pool and academic training and issues the referral form.

Licensed Medical Practitioner. A Physician, Licensed Nurse Practitioner or a Physicians Assistant.

Prerequisites. Conditions required to be met before candidates or students are eligible to enroll in a particular SSI course.

Referral Instructor. In the case of a Referral, the Instructor who conducts open water training dives.

Requirements for Certification. Conditions required to be met during a particular SSI course before candidates or students are eligible for certification.

***SSI Dive Control Specialist (DiveCon).** An individual who has met the requirements of both Dive Master and Assistant Instructor and is certified by SSI.

SSI Dive Leader. An SSI Dive Leader may be an SSI Dive Control Specialist or SSI Instructor.

***SSI Instructor.** An individual who has met the requirements for instructor certification and is affiliated with an SSI Dealer.

SSI Dealer. An SSI Authorized facility that has been approved as an SSI Dealer and maintains an annual renewal with SSI. An SSI Dealer may be a Diver Training facility, an Instructor Training facility, a Platinum facility, Referral location, Charter Boat facility, Educational facility, or a combination of several of these. Please refer to Dealer Standards for further explanation of each type of facility.

SSI Instructor Training Facility (ITF). Meets all Dealer requirements and maintains general liability insurance.

SSI Platinum Facility. Meets all Dealer and ITF requirements plus is able to offer first aid and CPR training.

Total Diving System (TDS). The Total Diving System consists of the Snorkeling System, the Exposure System (where applicable), the Air Delivery System, the Information System, the Total DiveLog System, the Buoyancy Control System and the Specialty Training and Accessory System.

** These are courses offered by SSI. Please see the appropriate Standards for detailed information*

Training Standards

General Training Standards

1. Included within the Standards are guidelines. These guidelines are set off in italics and use words such as “may” or “should.” The guidelines are not requirements. They do provide additional guidance that may be used whenever student needs and ability, environmental conditions, diving activities or equipment availability make it possible to enhance the enjoyment and safety of the diving activities.
2. The SSI Training Standards, the SSI Instructor Manual and other SSI printed materials form the basis of the SSI Teaching System and are to be used for SSI diving courses. Whenever there is a disparity between any of these materials, the SSI Training Standards take precedence. *If in doubt, contact SSI Headquarters for guidance or interpretation.*
3. SSI diver certifications are issued only through active SSI Dealers for training conducted by active SSI Instructors or Referral Instructors in compliance with these Standards.
4. SSI Dealers are required to issue the appropriate SSI Diver Certifications or referrals to all successful students in all levels of scuba training. All certification registration forms must be sent to SSI within 10 (ten) days of completion of the last training session.

5. An active SSI Instructor or Referral Instructor is to be present and in control of all SSI training activities. Whenever possible, Instructors should use Certified Assistants.
6. SSI Instructors may exceed Standards, may provide more complete coverage of the materials, may provide additional pool or open water diving time. *As newer, easier, safer and more efficient techniques and equipment become available, Instructors should use these. If in doubt, contact SSI Headquarters for guidance.*
7. Waivers to SSI Standards are to be requested in writing, from SSI Headquarters, well in advance of the needed deviation. The request is to explain why the waiver is needed and what is to be done to ensure student safety and enjoyment. Each waiver will be given an expiration date.
8. All scuba diving students in courses for certification are to have and use SSI Materials and SSI log books for all SSI Courses as applicable. The Instructor and student are both to initial/sign the training record log page when completed. This may be done after each dive or at the completion of the day's training. *Log books may also be used for snorkel diving, including pool training, or for scuba diving that does **not** lead to certification, such as Try Scuba experiences or underwater tours.*
9. Records used for monitoring and evaluating each student's progress, skills and knowledge shall be maintained and retained for seven years by SSI Dealers.
10. SSI's HQ is to be notified immediately if a Dealer or Dive Leader becomes aware of any act, error, omission or accident, or if a claim or suit is brought.
11. Dealers and Dive Leaders are to ensure that each student has the required skills and knowledge to safely and enjoyably dive at the particular level of training before certification is issued. *There are no required minimum course hours for SSI diving courses. Each course does have a recommended range of hours. Actual time needed*

will vary depending on the number of students, the age and skills of the students, environmental conditions and course logistics.

12. The maximum number of open water training dives per day is listed in the individual course Standards.
13. The maximum allowed student-to-Instructor ratio for open water training is provided in each course standard. *The student-to-Instructor ratio for classroom and pool activities is set by the individual Instructor, based on the ability of the Instructor to deal effectively with student needs. Whenever possible, additional Instructors or Certified Assistants should be used during the training. If open water diving conditions dictate decreasing the student-to-Instructor or ratio below the maximum allowed, then active Certified Assistants may be used, or the Instructor may conduct open water training with only part of the class on each dive.*
14. How close the Instructor-to-student control is to be (proximity of students to the Instructor during open water dives) is specified in each of the course standards. *Instructors may retain closer control of students than the course standards require, but Instructors should not lose sight of their obligation to train divers who can take responsibility for themselves, and dive independently of an Instructor.*
15. Open water is any body of water other than a swimming pool. Open water sites are to be realistic of local diving conditions.
16. Open water training dives that are made to meet the minimum number of dives for certification are to be: a minimum of 15 minutes, an entry and exit from the water and the putting on and taking off of scuba equipment. Minimum depth for a dive is listed in each course standard. *If used, protective suits do not necessarily need to be removed between dives.*

17. Instructors have an obligation to cancel or modify open water training dives when environmental conditions, student's physical or mental condition or equipment difficulties make it advisable. *This is a value judgment that can only be made by the Instructor at the time and place of the open water training dive. If a student does not successfully complete all skills during a dive, they may complete those skills during a dive later that same day or at another time.*

18. A boat or other surface float is required to be available at the site of training dives. *The boat or surface float may be in the water when this will increase the safety or enjoyment of the students. The float is not required to be in the water if it is not common practice to use a float for local diving or if the float would create difficulties during the dive. Floats may be anchored at one central location or towed during the diving activities.*

19. Each Instructor conducting open water training is to have a written emergency plan for diving accidents. The written plan can be provided by SSI or another source. Emergency equipment that is to be available in the vicinity of the dive site includes a first aid kit, oxygen unit and communications equipment. *This equipment may be provided by the Instructor or Dealer, a local public safety agency, or by other means.*

20. Instructors are not to force students to do skills during open water dives. If a student verbally or by behavior indicates a desire not to do a skill, then the SSI Instructor is not to force the student. *The Instructor may come back to the incomplete skill later in the dive or on a later dive. If the skill is required for certification and has not been completed by the end of the course, the student may come to the next course or the student may be provided private instruction.*

21. Instructors are not to harass students at any time. When students have reached the level of training that they are ready to deal with underwater problems, then realistic problems are to be presented. The students are then to solve these problems as they would in real life diving situations.

22. Instructors and Dive Control Specialists are to inform students that if they become excessively cold or tired, are under undue stress, are low on air, injured, not feeling well, or have recently been sick, they are not to dive, or are not to continue the dive, as is appropriate.
23. Instructors and Dive Control Specialists are not to require or encourage students to dive if they have motion sickness or if they are ill from some other cause. Nausea in a diver should be handled carefully. Canceling or modifying a dive may be the best decision.
24. During all scuba training each student is to be equipped with a complete Total Diving System. During all open water scuba training, each Instructor is to be equipped with at least: all student equipment plus a depth gauge, an emergency signaling device, a knife, a compass and a timing device. *Protective suits and weight systems are recommended for both Instructors and students whenever possible. Students should be encouraged to purchase and use their own equipment. This becomes increasingly important during the more advanced levels of training.*
25. Each student is to complete a medical history form prior to any water activity. If the medical history form or the appearance/ behavior of the student indicates any condition contrary to participation in scuba diving activities, the student is to be required to secure medical approval by a licensed medical practitioner based on a diving medical examination prior to any water activity. The medical history forms of minors are to be reviewed and signed by a parent or guardian prior to any water activity. **In New Zealand a diver's medical is required not more than 12 months old at commencement of any open water training**
26. Each student is to complete an SSI Waiver & Release of Liability Assumption of Risk & Indemnity Agreement and a Statement of Understanding prior to any water training. The forms of minors are to be reviewed and signed by a parent or guardian.

27. Children under the age of 12 involved with any water activity are required to watch the SSI Risk Awareness for Children Video with their parent(s)/guardian(s) prior to any water work. Parent(s)/guardian(s) are required to sign the SSI Parental Statement of Understanding and Liability Waiver and Release prior to any water work.
28. An active SSI Instructor or Referral Instructor is to directly supervise all self-aid or emergency skills done under water in open water, for certification, using scuba. *Examples of these skills are: all ascents done under simulated emergency conditions, air sharing, mask clearing, and regulator clearing. Under the indirect supervision of an Instructor, all pool skills, open water snorkel diving skills, open water scuba skills done on the surface, and underwater tours may be conducted by Dive Control Specialists or other Certified Assistants.*
29. Any ascent training done during open water scuba dives that simulates any emergency condition is to be done from depths of 40 feet (12 meters) or less. *Examples are emergency ascents, air sharing ascents and emergency swimming ascents. Normal swimming ascents or normal controlled ascents are **not** included among these simulated emergency ascents.*
30. Pool classes may be conducted in confined open water that approximates the safety and comfort of a pool.
31. All students must be registered with SSI HQ within 7 days of completing their training. Student Registration Forms, computer discs or e-mail must be dispatched to SSI the first working day after completion of a students, training or at least every week if more than one course per week is conducted

Certificate of Competency

Dive Leaders in New Zealand are required to hold a certificate of competency as specified by the Occupational Health and Safety , before commencing any in water employment. (occupational diving as defined by OSH)This is not a SSI

Standard but an OSH requirement A dive leader can still maintain active status with SSI without a Certificate of competency. For more information please contact OSH in Hamilton Tell (07) 838 1381 or Fax (07) 838 0054

Entry level courses:

Orientation to Snorkeling

1. *The knowledge factors to be covered in the orientation to snorkeling for Non-divers, are those provided in the SSI Snorkeling Instructor Outline.*
2. The intent of the orientation to snorkeling is to provide non-divers with an opportunity to snorkel in a safe and enjoyable manner under controlled conditions; the intent is not to teach snorkeling.
3. In-water snorkeling time is required during the orientation to snorkeling. *The orientation to snorkel dives may be done in a swimming pool, the open water or both. There is no requirement for a specific number of dives or hours in the water.*
4. *The recommended hours for orientation to snorkeling are 1 to 4. Time beyond this recommendation would be better done as training toward certification.*
5. The participant-to-Snorkeling Instructor ratio for open water snorkeling activities is 8 to 1 for orientation to snorkeling or 10 to 2 with a Certified Assistant or 12 to 3 with two Certified Assistants. The Snorkeling Instructor is to decrease this ratio whenever conditions require.
6. During open water orientation to snorkeling dives, participants are to remain under the indirect supervision and in the general vicinity of the Snorkeling Instructor.
7. For the open water orientation to snorkeling dive, some form of flotation is to be in the water and available for use by the participants, such as a surface float or boat; a

BC or vest worn by each diver; or some part of a wet suit worn without a weight belt.
These methods of providing flotation may be used in combination or separately.

8. *The Snorkeling Instructor should keep all presentations as simple as possible so the "nice to know" does not get in the way of the "must know" information.*

Snorkel Diving Course Standards

1. The knowledge factors and skills to be covered during the Snorkel Diving Course are those provided in the SSI Snorkel Instructor Outline.
2. In-water training is required for the snorkel diving course. This training may be in a swimming pool, open water, or both. *The Snorkel Diving course does not require open water training, but whenever possible open water dives are recommended.*
3. *For snorkel diving and all academic or pool training, the number of classes, hours, sessions or dives per day is set by the individual Snorkeling Instructor, based on student needs, student ability, and water conditions.*
4. *The recommended course hours for snorkel diving are 4 to 12.*
5. The student-to-Snorkeling Instructor ratio for open water training activities of the Snorkel Diving course is 8 to 1. The ratio may increase to 10 to 2 with a Certified Assistant or 12 to 3 with two Certified Assistants. The Snorkeling Instructor is to decrease this ratio whenever conditions require.
6. During open water snorkel dives, students are to remain under the indirect supervision and in the general vicinity of the Snorkeling Instructor.
7. There is no minimum age for snorkeling.

Snorkeling Instructor

1. The content of the Snorkeling Instructor course is listed in the Snorkeling Instructor Outline. This course should entitle non-diving persons with adequate prerequisites to teach snorkeling lessons theoretically and practically.
2. Prerequisites for the Snorkeling Instructor program are:
 - At least 18 years old
 - Provide basic snorkeling equipment adequate for a Snorkeling Instructor Level
 - Purchase Snorkeling Instructor materials
3. Requirements for Snorkeling Instructor Certification are:
 - Complete the Snorkeling Instructor training
 - Professional liability insurance with SSI (Scuba Schools International) listed as additional insured (where applicable)
 - Provide proof of current CPR/First Aid
 - Provide proof of current Stress & Rescue (just surface rescue exercises and oral or written test)
 - Snorkel 800 yards in less than 15 minutes without the aid of their arms with mask, snorkel and fins.
 - Demonstrate instructor quality skills in the water
 - Demonstrate instructor level rescue and self aid skills in the water
4. The recommended course duration for Snorkeling Instructor courses is 10–15 hours.
5. Active Snorkeling Instructors are required to maintain current professional liability insurance (if require in the local area) and current SSI snorkel training materials.
6. Snorkeling Instructor who are active may:
 - Conduct the Snorkeling Program and Specialties/Club Events in the classroom, pool and in the open water

Snorkeling Club

- Be a retail, recreational or educational facility, or resort.
- Provide a professional image and fun Club atmosphere
- Have an active status Snorkeling Instructor on staff to conduct Snorkeling events
- Have no ethics or Standards violations pending or any verified ethics or Standards violations in the past 12 months with Scuba Schools International or any other training organization
- Conduct an operation with a commitment to high quality
- Have an active Club Monitor on staff
- Monitor and oversee Snorkeling Instructors using the Snorkeling Monitors Assessment Procedures, or a Snorkeling Headquarter s approved alternative program
- Use official SSI Snorkeling training materials when teaching Snorkeling Courses

Definition of Terms

Snorkeling Club Event: Land-based activities designed to encourage participation in the Snorkeling Club and expose the guests to various fields including but not limited to the underwater world.

Snorkeling Specialty: In-water activities designed to encourage participation in the Snorkeling Club and enhance snorkeling experience (i.e: a biology seminar).

Try Scuba (Pool Only) Standards

1. An active Dive Control Specialist or higher may conduct the Try Scuba program in the pool.
2. Try Scuba is conducted in the pool environment only.
3. The dive leader should deal only with the participant's immediate concerns, such as equalizing pressure and breathing, not with the mechanics or diving science.

4. The intent of the Try Scuba is to provide non-divers with an opportunity to try scuba in an enjoyable manner; the intent is not to teach diving.
5. The knowledge factors and skills to be covered in the Try Scuba program are those provided in the Try Scuba/Try Scuba Diving and the Passport Diver Program Teaching Outline.
6. *The recommended hours for Try Scuba are 1 to 2 hours.*
7. There is no minimum age or upper age limit for Try Scuba.
8. The participant to instructor ratio for pool training is 6 to 1.
9. For students under the age of 12 the participant to instructor ratio is 4 to 1 for pool training.

Try Scuba Diving (Pool/Confined Water and Open Water) Standards

1. An active Open Water Instructor or higher may conduct the Try Scuba Diving program.
2. Try Scuba Diving is conducted in the pool or confined water and the open water environment.
3. The instructor should deal only with the participant's immediate concerns, such as equalizing pressure and breathing, not with the mechanics or diving science.
4. The intent of the Try Scuba Diving is to provide non-divers with an opportunity to try scuba in an enjoyable manner under controlled conditions; the intent is not to teach diving.

5. The instructor should keep all presentations as simple as possible so the “nice to know” does not get in the way of the ‘must know’ information. The instructor should also clearly emphasize the importance of training and certification to each participant making a Try Scuba Dive.
6. *The recommended hours for Try Scuba Diving are 2 to 8 hours.*
7. A minimum of one open water dive is required for the Try Scuba Diving program.
8. The minimum age for Try Scuba Diving is 10 years of age. There is no upper age limit.
9. The participant to instructor ratio for open water dives is 4 to 1. If the group is comprised of more than 2 individuals under the age of 12, then the ratio is decreased to 2 to 1. The instructor is to decrease these ratios whenever conditions require.
10. During open water dives the participants are to remain under the direct supervision of the instructor so that physical contact can be made at anytime.
11. The maximum depth of the dives for participants 10 and 11 years of age is 20 feet (6 metres). the maximum depth of the dives for individuals over the age of 12 is 40 feet (12 metres).
12. The instructor may not engage in any activities other than supervision during the open water dives for Try Scuba Diving. If other activities, such as video or photography are conducted, then a separate Dive Leader is to be used for the video or photography activities.
13. Try Scuba Diving Participants are required to have the same equipment that is required of student divers in other SSI Courses. See General Training Standards, item.

Open Water Diver Course Standards — Including Provisions for Junior Open Water Diver

1. The knowledge factors and skills to be covered in the Open Water course, including the Junior Open Water Diver, are those provided in the SSI Open Water Instructor Manual and the SSI Open Water Diver materials.
2. The minimum age for participation in the Open Water Diver course is 10 years old. Minimum age for certification as an Open Water Diver is 15 years old. The Junior Open Water Diver course is the same as the Open Water Diver course with the exception that the student must be at least 10, but no more than 14 years of age. The Junior Open Water Diver certification is restricted so the diver may only dive with a certified adult diver. *See number 16 for 10 and 11 year old requirements. When an Junior Open Water Diver becomes 15 years old, it is recommended that the Junior upgrade to Open Water Diver by having an oral or written knowledge review and a skills dive with a Dive Leader to ensure that the Junior Diver is ready for the Open Water Diver certification. It is recommended that Junior Open Water Diver take the course with an adult family member.*
3. Students in the Open Water course are to demonstrate effective watermanship and comfort in the water with a watermanship evaluation that includes a 200-meter surface distance swim or a 300-meter surface distance swim using a mask, snorkel and fins and a 10-minute survival swim/float without the use of mask, snorkel, fins or other swimming aids.
4. *The recommended course hours for the Open Water Diver course are 16 to 32. For all academic or pool training, the number of classes, hours, sessions or pool/confined water dives per day is set by the individual Instructor, based on student needs, student ability, and water conditions.*

5. Each Open Water Diver student is to view the SSI Risk Awareness Video part 1 prior to any water training and the SSI Risk Awareness Video part 2 prior to any open water training.
6. The Open Water Diver course requires a minimum of four open water scuba dives. No more than three open water scuba dives may be conducted per day for entry level training. The three scuba dives may be any combination of training and excursion dives. Whenever practical, a snorkel dive and additional open water scuba dives are recommended. *Snorkel skills are required but may be combined with open water scuba dives. If a student does not successfully complete all skills during a dive they may complete those skills during a dive later that same day or at another time.*
7. All four open water scuba training dives must be conducted at depths between 15 and 60 feet (5 and 18 meters). During the first open water scuba dive, it is recommended not to exceed 40 feet (12 meters). The maximum depth for 10 and 11 year old during open water scuba training dives is 40 feet (12 meters).
8. All four open water scuba training dives must be conducted during daylight hours in water which allows direct vertical access to the surface. Training dives may not be conducted in wrecks, caverns, caves or under ice.
9. The maximum number of students for open-water training is 8 to 1. The ratio may increase to 10 to 2 with a Certified Assistant or 12 to 3 with two Certified Assistants. The Dive Leader is to decrease this ratio whenever conditions require. Although additional assistants may be used, no additional students may be added to the responsibility of the individual certified Instructor.
10. The maximum number of students for open-water training when 10 or 11 year old students are participating is 4 to 1. Although additional assistants may be used, no additional students may be added to the responsibility of the individual certified Instructor.

11. An active SSI Instructor or Referral Instructor is to directly supervise, visually observe and evaluate all required underwater scuba skills for certification. *The only exception is in open water scuba dive number four, when navigation training is being conducted; the Instructor may choose to conduct these skills under indirect supervision.*
12. Following satisfactory performance of the skills evaluation during the second or subsequent open water scuba training dives, an active Instructor has the option to delegate responsibility for direct supervision to a Certified Assistant for the purpose of escorting students during underwater tours, with indirect supervision by the Instructor.
13. The maximum number of students per Certified Assistant for the escorting of students is two (2).
14. If the entire Open Water course is conducted in open water (no pool is used), then the number of open water dives is to be increased to a minimum of 1 snorkel dive and 6 open water scuba dives, for a total of 7 open water dives.
15. Following satisfactory completion of the four required open water scuba dives, the students, for the purpose of expanding experience, may participate in additional dives under indirect supervision of the instructor and assistants.
16. Once certified, 10 and 11 year old Junior Open Water Divers must dive with a certified parent or guardian or active dive leader to a maximum depth of 40 feet (12 meters).

SSI New Zealand's Clarifications:

17. Emergency ascent training is required in all open water training. The emergency swimming ascent (ESA) is to be taught in the pool to all students, either horizontally or diagonally to simulate a realistic ESA.

18. *Buoyant ascent training is neither required nor recommended for open water diver training.*
19. No emergency ascent training except air sharing ascent is required in the open water component of the course. *Emergency swimming ascent **may be** conducted horizontally (along the bottom) if deemed necessary and safe to do so.*
20. Alternate air sharing is to be taught by the donation of the primary air source as the preferred and most practical approach to an out of air situation. Donation of the secondary air source may be taught as an additional technique – the most suitable in a controlled situation.
For hygiene reasons it is recommended that while practising above water the primary air source exchange is simulated.

Student Diver Referral Standards

1. The knowledge factors and skills to be covered in an Student Diver Referral are those provided in the Universal Referral Program manual.
2. The intent of the Student Diver Referral Standards is to provide an effective and enjoyable way for students in an SSI Open Water course to complete their open water dives with an SSI Instructor or Referral Instructor other than the SSI Instructor providing the academic and pool training. *It is recommended that Students be provided with complete contact information in order to arrange for their open water training sessions. SSI Headquarters has a complete, current listing of all SSI Dealers for use during this referral process.*
3. The Initiating SSI Instructor is to complete, and then review with the student, the student's SSI DiveLog and SSI Diver Training Record. All academic and pool entries are to be made with appropriate Instructor and student initials and signatures. If part of the open water training has been completed, this is to be recorded in a like manner.
4. The Initiating Instructor is to complete a Universal Referral Form.

5. The Universal Referral Form is valid for 30 days from the date the Form was signed by the Initiating Instructor. If open water training is requested after the Form has expired, the Dealer/Instructor will need to conduct a Scuba Skills Update (see Scuba Skills Update Standards) to determine if the student is proficient in the academic and water skills required to proceed with the open water training dives, or if a complete course of retraining is required.

6. The student is eligible for referral training for six months from the date of completion of the academics and pool. A Universal Referral Form may be issued at anytime during the period of eligibility. If an open water referral is requested more than six months but less than twelve months after the completion of the academics and pool training, the Dealer/Instructor will need to conduct a Scuba Skills Update (see Scuba Skills Update Standards) to determine if the student is proficient in the academic and water skills required to proceed with the open water training dives, or if a complete course of retraining is required. If an open water referral is requested more than twelve months since the student has completed their academic and pool training they must attend a complete course.

7. Each student being referred to another Dealer or a Referral Location for completion of the open water dives is to provide the following paperwork:
 - Universal Referral Form with the appropriate parts completed by the Initiating Instructor who conducted the academics and pool training.
 - Copy of the completed current medical history questionnaire, and a copy of a medical signed by a physician, if required.
 - Completed academic and pool log pages in student's DiveLog.

8. The Referral Instructor is to complete a Waiver and Release of Liability Assumption of Risk and Indemnity Agreement for each student.

9. Upon completion of the open water dives, the Referral Instructor is to complete and sign the Universal Referral Form, and complete the Open Water Training page in the student's DiveLog.
10. The student is to take the original Universal Referral Form back to the Initiating Dealer to have the certification card issued. *The certification may be issued by the Referral Dealer if this has been prearranged between participating Dealers.*
11. A copy of the Universal Referral Form is to be retained by the facility conducting the open water dives.
12. The Student is to complete a Universal Referral Feedback Card and send it to SSI Headquarters.

Scuba Skills Update Standards

1. The knowledge factors and skills to be covered in the Scuba Skills Update course, including the Junior Open Water Diver, are those provided in the SSI Scuba Skills Teaching Outline and the SSI Scuba Skills Update diver materials.
2. The intent of the Scuba Skills Update program is to provide:
 - Certified divers a safe and enjoyable way to update their skills.
 - A way to increase diving activity.
 - A way to increase divers' in-water comfort level.
 - A refresher for inactive divers.
 - Resorts with an easy way to update divers.
3. Any certified diver regardless of agency is eligible for the Scuba Skills Update.
4. Water work is required, but this may be done in pool, open water or both.

5. The participant-to-Dive Leader ratio for open water diving activities is 8 to 1. The ratio may increase to 10 to 2 with a Certified Assistant or 12 to 3 with two Certified Assistants. The Dive Leader is to decrease this ratio whenever conditions require. For 10 and 11 year old ratios, refer to the Open Water Diver standard #10, page 7.
6. A review of diving knowledge is required prior to in-water work. This may be done with the use of audio/visuals, lecture/discussion, written tests or a combination of these.

Experienced Diver and Junior Diver Testing Standards

1. The intent of the Experienced Diver Testing Standards is to provide an effective and enjoyable way for experienced divers to become qualified as SSI Open Water Divers.

These divers may have:

- *Certificates from other diver training organizations.*
- *Training in military, commercial or scientific diving.*
- *Partial training from another active Instructor.*
- *Been diving for years with little or no training and no certification.*

2. To be eligible for the Experienced Diver Test, divers are to:
 - Be at least twelve years old.
 - Provide a signed statement listing all training and experience in snorkel and scuba diving.
 - If not certified by another recreational training agency they must provide proof they have a total of prior experience and training of at least 50 hours. If this requirement is not met the diver should take a complete Open Water course.
3. Divers certified by another training organization and requesting an equivalent SSI rating are to provide proof of certification and proof of at least 4 logged dives in the last 12 months.

— OR —

Provide proof of certification and complete a Scuba Skills Update.

4. All General Training Standards apply to the Experienced Diver Test. These Standards are to be reviewed before conducting the Experienced Diver Test to be sure that all requirements are met.
5. The Experienced Diver Test consists of:
 - Oral and written knowledge examinations on diving safety prior to open water scuba diving.
 - At least one open water snorkel dive. This may be combined with the scuba dives.
 - At least two open water scuba dives if they cannot provide proof of completing at least 4 scuba dives in the past 12 months.
 - Satisfactory performance of open water skills required for Open Water Diver Certification.
6. When the knowledge examinations, open water dives and open water skills are satisfactorily completed and the General Training Standards have been met, then Open Water Diver **or** Junior Open Water Diver Certification may be issued. *The Experienced Diver Test may be done separately or may be integrated into an ongoing Open Water course.*

Specialty Course Standards Including Provisions for Junior Specialty Courses

All Standards apply to both adults and juniors unless otherwise specified.

1. The knowledge factors and skills to be covered in the Specialty Diving courses are those provided in the SSI Specialty Instructor Manuals and Specialty Diver materials.
2. The Specialty Diving courses are designed to introduce and familiarize students with the various diving activities and provide limited experience in those areas. The specialty courses are not intended to be comprehensive. The specialty courses that are available include:

SSI Training Standards 2006

- Boat Diving*
- Computer Diving*
- Deep Diving
- Diver Stress & Rescue*
- Dry Suit Diving*
- Enriched Air Nitrox*
- Equipment Techniques*
- Night/Limited Visibility Diving*
- Navigation*
- Search & Recovery*
- Underwater Photography*
- Waves, Tides & Currents*
- Wreck Diving

* These specialties are available to Junior Divers. All specialties are available to adults.

Any single specialty or any combination of these specialties may be taught for certification. *In order to enhance the enjoyment and learning during specialty dives, other underwater activities may be combined with the specialty dives, such as underwater photography, underwater environmental studies, light salvage and underwater work.*

3. Adult: The minimum age for issuing certification in a Specialty Diving course is 15 years old.

Junior: The minimum age for issuing certification in Junior Specialty Diving courses is 12 years old. After certification, Junior Specialty Divers are required to dive with an adult. *It is recommended that children of Junior Scuba Diver age take the course with an adult family member.*

4. *The recommended course hours for each Specialty Diving course are 6 to 12.*

5. Divers taking Specialty Diving courses are to have an Open Water Diver or Junior Open Water Diver certification or the equivalent from another certification agency (see number 14 for the exception for open water training dives).
6. The maximum number of open water scuba dives for specialty training is three (3) per day. If the student does not successfully complete a dive, that student may take that dive later in the same day, or on another day. *For all academic or pool training, the number of classes, hours, sessions or pool/confined water dives per day is set by the individual Instructor, based on student needs, student ability, and water conditions.*
7. Adult: The student-to-Instructor ratio for open water training activities during the Specialty Diving courses is 8 to 1. The ratio may increase to 10 to 2 with a Certified Assistant or 12 to 3 with two Certified Assistants. The SSI Dive Leader is to decrease this ratio whenever conditions require.
Junior: The student-to-Instructor ratio for Junior Specialty Diving courses is 6 to 1, or 8 to 2 when using a Certified Assistant. The Instructor is to decrease the student-to-SSI-Instructor ratio when conditions dictate.
Combined Class of Adults and Juniors: If the number of Junior Specialty students in a combined class is greater than three, then the Junior ratio is to be used.
8. As the purpose of this training is to develop independence on the part of the diver, the diver need not remain with the Instructor unless specific exercises require it. However, the diver is required to stay with the assigned buddy.
9. Adult: The depth of open water scuba diving is not to exceed 130 feet (39 meters). The open water scuba dives of Specialty Diving courses are to expose students to depths of at least 20 feet (6 meters).
Junior: The maximum depth of open water training dives is not to exceed 60 feet (18 meters). The open water scuba dives of the Junior Specialty Diving course are to expose students to depths of at least 20 feet (6 meters).

10. Dive Leaders must accompany students during training dives whenever the depth exceeds 60 feet. *On deep dive training it is recommended that the Instructor decrease the student-to-Dive Leader ratio.*
11. Night diving is included in both the curriculum and diving activities of several SSI courses. If it is not reasonable or safe to conduct a night dive, even though the curriculum calls for such a dive, then another dive combining both enjoyable underwater activities and a skills review is to be done in the place of the night dive.
12. When the Instructor teaching a specialty course does not know the skill level of each student or believes the students would benefit from a skills review, then the first one or two dives are to be done as a review, with the subsequent dives covering the skills of the specialty.
13. If specialized equipment is used or environmental conditions require specialized equipment be used in the Open Water Diver course, those open water dives may be counted towards specialty training provided that all academic and pool/confined water requirements are completed.
14. Each specialty course, in order to qualify towards Specialty, Advanced or Master Diver Ratings, is to include at least two open water dives. Photography, Equipment and Nitrox may be taught as non-diving specialties. Non-diving specialties may not count towards Specialty Diver, Advanced Open Water Diver, or Master Diver ratings.

— OR —

When specialty courses are combined (such as a boat dive at night using underwater navigation), the dive activities, including the skills review, may be combined so the total minimum number of required dives is:

Number of Specialties Combined	Total Number of Dives Required
2	3

3	5
4	6
5	7
6	8

15. Each student receiving Stress and Rescue Diver certification must have current training in first aid and CPR and provide proof of.

Specialty Diver Rating Standards — Including Provisions for Junior Specialty Diver Rating

All Standards apply to both adults and juniors unless otherwise specified.

1. The knowledge factors and skills to be covered in the Specialty Diver rating are those provided in the SSI Specialty Instructor Manuals and Specialty Diver materials.
2. In order to receive a Specialty Diver rating or Junior Specialty Diver rating students are to successfully complete any two Specialty courses that involve at least 4 open water scuba dives and log a total of at least 12 open water dives for certification.
3. Adult: The minimum age for issuing a Specialty Diver Rating is 15 years old.
Junior: The minimum age for issuing a Junior Specialty Diver Rating is 12 years old.
4. All Specialty Diving Course Standards, including provisions for Junior Specialty Divers, apply to the SSI Specialty Diver Rating and Junior Specialty Diver Rating Standards.
5. When a Junior with the Specialty Diver Rating becomes 15 years of age, *it is highly recommended that a Junior upgrade to the Specialty Diver Rating by completing a Scuba Skills Update.*

Advanced Open Water Diver Rating Standards — Including Provisions for Junior Advanced Open Water Diver Rating

All Standards apply to both adults and juniors unless otherwise specified.

1. The knowledge factors and skills to be covered in the Advanced Open Water Diver rating are those provided in the SSI Specialty Instructor Manuals and Specialty Diver materials.
2. In order to receive an Advanced Open Water Diver rating or Junior Advanced Open Water Diver rating, students are to successfully complete any four Specialty courses that involve at least 6 open water scuba dives and log a total of at least 24 open water dives for certification.
3. Adult: The minimum age for issuing an Advanced Open Water Diver certification is 15 years old.
Junior: The minimum age for issuing a Junior Advanced Open Water Diver certification is 12 years old.
4. All Specialty Diving Course Standards, including provisions for Junior Specialty Divers, apply to the SSI Advanced Open Water and Junior Advanced Open Water Standards.
5. When the Junior Advanced Open Water Diver becomes 15 years of age, *it is highly recommended that a Junior upgrade to Advanced Open Water Diver by completing a Scuba Skills Update.*

Experienced Advanced Open Water Diver and Junior Advanced Open Water Diver Rating Standards

1. The intent of the Experienced Advanced Open Water Diver Testing Standards is to provide a safe, effective and enjoyable way for experienced divers to become qualified as Advanced Open Water Divers. The Divers may have:
 - Certifications from other recognized diver training organizations.
 - Training in military, commercial or scientific diving.
 - Partial training from another active Instructor.
 - Been diving for years with little or no advanced training and no advanced certification.

2. To be eligible for the Experienced Advanced Open Water Diver Test, divers are to:
 - Be certified as an Open Water Diver or equivalent.
 - Be at least 12 years old.
 - Have a minimum of 24 logged dives.
 - Provide a signed statement listing all training and experience in a minimum of four different specialty areas. If this requirement is not met, the diver should complete all requirements for the SSI Advanced Open Water Diver rating.

3. Divers certified by another training organization and requesting an equivalent SSI rating are to provide proof of certification and proof of at least 4 logged dives in the last 12 months.
— OR —
Provide proof of certification and complete a Scuba Skills Update.

4. All General Training Standards apply to the Experienced Advanced Open Water Diver Test. The Instructor is to review these Standards before conducting the Experienced Advanced Open Water Diver Test to be sure that all requirements are met.

5. The Experienced Advanced Open Water Diver Test consists of:

- Oral or written examinations on diving safety pertaining to the four specialty areas in which the diver is experienced. This is to be done before open water scuba dives are conducted.
 - At least two open water scuba dives if they cannot provide proof of completing at least 4 scuba dives in the past 12 months. These dive would combine the skills of the four different specialties in which the diver is experienced in.
6. When the knowledge examinations, open water dives and open water skills are satisfactorily completed and the General Training Standards have been met, the Advanced Open Water Diver or Junior Advanced Open Water Diver certification may be issued. The Experienced Advanced Open Water Diver Test may be done separately or may be integrated into ongoing Advanced Open Water Diver training.

Master Diver Rating and Junior Master Diver Rating Standards:

All Standards apply to both adults and juniors unless otherwise specified.

1. The knowledge factors and skills to be covered in the Master Diver rating are those provided in the SSI Specialty Instructor Manuals and Specialty Diver materials.
2. In order to receive a Master Diver rating or Junior Master Diver rating, students are to successfully complete any four Specialty courses and a Diver Stress and Rescue course that involves at least 7 open water scuba dives and log a total of at least 50 open water dives for certification.
3. Adult: The minimum age for issuing a Master Diver rating is 15 years old.
Junior: The minimum age for issuing a Junior Master Diver rating is 12 years old.
4. All Specialty Diving Course Standards, including provisions for Junior Specialty Divers, apply to the Master Diver Rating and Junior Master Diver Rating Standards.

5. When the Junior Master Diver becomes 15 years of age, *it is highly recommended that a Junior upgrade to the Master Diver Rating by completing a Scuba Skills Update.*

Diver recognition:

Century Diver Rating Standards

1. To qualify for CENTURY DIVER, the diver is to provide proof of certification and 100 logged dives.
2. No additional training beyond the entry level is needed for a person to apply for the Century Diver certification.

Gold 500 Diver Rating Standards

1. To qualify for GOLD500 DIVER, the diver is to provide proof of certification and 500 logged dives.
2. No additional training beyond the entry level is needed for a person to apply for the Gold 500 Diver certification.

Platinum 1000 Diver Rating Standards

1. To qualify for PLATINUM1000 DIVER, the diver is to provide proof of certification and 1000 logged dives.
2. No additional training beyond the entry level is needed for a person to apply for the Platinum 1000 Diver certification.

Platinum Pro 5000 Diver Rating Standards

1. To qualify for PLATINUM PRO5000 DIVER, the diver is to:
 - Provide proof of 5000 logged dives.

- Provide a letter of recommendation from two existing Platinum Pro Divers.
- Have minimum 10 years diving experience.

— OR —

- Provide Proof of logging 2500 dives.
- Have 10 or more years of professional experience in the scuba diving field.
- Have made a significant contribution to the diving industry.
- Provide a letter of recommendation from two existing Platinum Pro Divers.

2. No additional training beyond the entry level is needed for a person to apply for the Platinum Pro 5000 Diver rating.

Divecon and Instructor training:

Certificate of Competency

*Dive Leaders in New Zealand are required to hold a certificate of competency as specified by the Occupational Health and Safety , before commencing any in water employment. (occupational diving as defined by OSH)This is not a SSI Standard but an OSH requirement A dive leader can still maintain active status with SSI without a Certificate of competency. For more information please contact OSH in Hamilton
Tell (07) 838 1381 or Fax (07) 838 0054*

Dive Control Specialist Course Standards

1. The knowledge factors and skills to be covered in the Dive Control Specialist course are provided in the SSI Dive Control Specialist Instructor Manual, and the SSI Dive Control Specialist materials.
2. Prerequisites for the Dive Control Specialist course are:
 - Be at least 18 years old.
 - Logged at least 40 open water dives.
 - Provide own scuba equipment of leadership quality.
 - Have a current medical exam for diving signed by a licensed medical practitioner.
 - Be certified at least at the Advanced Open Water level.

SSI Training Standards 2006

- Have logged experience in Navigation, Night Diving, Deep Diving and Search and Recovery.
 - Complete a Diver Stress and Rescue course or equivalent.
3. Requirements for Dive Control Specialist certification are:
 - Provide proof of current training in CPR.
 - Provide proof of current training in first aid.
 - Serve apprenticeship time and do practice teaching as listed in the course curriculum.
 - Complete a watermanship evaluation.
 - Logged a total of at least 60 open water dives.
 4. *The recommended course hours for the Dive Control Specialist course are 80, which are to include a minimum of 40 hours under the direction and supervision of an active Dive Control Specialist Instructor.*
 5. The student-to-SSI-Instructor ratio for open water training activities is 8 to 1. The ratio may increase to 10 to 2 with a Certified Assistant or 12 to 3 with two Certified Assistants. The Dive Leader is to decrease this ratio whenever conditions require.
 6. The depth of open water scuba diving is not to exceed 130 feet (39 meters). Open water scuba dives are to expose students to depths of at least 30 feet (9 meters).
 7. The watermanship evaluation is to include a 400m swim without swimming aids in no specified time and a 10 minute survival float or 800m snorkel in snorkel gear within 17 minutes and a 10-minute survival float.
 8. After certification, Dive Control Specialists who are active may:
 - Conduct the Scuba Skills Update program for certified divers.
 - Lead dives for graduates of the Passport Diver Program.
 - Teach snorkel diving.

- Issue Snorkel Diver certifications.
- Give underwater tours to certified scuba divers.
- Assist certified SSI Instructors with academic, pool, and open water training.
- Teach the Open Water Diver academic and pool under the direct supervision of an active SSI Instructor.
- Act as dive masters for certified scuba divers.
- Take students, no more than two at a time, on underwater tours after the students have successfully completed the required skills with an Instructor. This is to be done no sooner than after the completion of skill training in open water scuba dive two and is to be under the indirect supervision of an SSI Instructor.
- Assist students, both in and out of the water, under the indirect supervision of an active SSI Instructor.
- Meet the criteria to act as a Certified Assistant.
- Attend an SSI Instructor Training Course.
- Conduct the Try Scuba (Pool Only)
- Conduct limited Specialty training and issue certification. (Contact SSI Headquarters for a list of Specialty programs Dive Control Specialists are authorized to teach.)

Dive Control Specialists are required to work through an active SSI Dealer and, when necessary, with an active SSI Instructor.

9. Dive Control Specialists may not:

- Teach Open Water Diver open water scuba diving without the direct control of an active SSI Instructor.
- Conduct student open water skill evaluations or practice exercises involving any self aid or emergency skills that are done underwater using scuba equipment.
- Issue Open Water Diver scuba certification.

Dive Control Specialist Crossover Course Standards

1. The Dive Control Specialist Crossover Standards provide an effective way for trained diving leaders to qualify as SSI Dive Control Specialists.

2. The knowledge factors and skills to be covered in the course are provided in the Dive Control Specialist Crossover Outline, Dive Control Specialist Instructor Manual and Dive Control Specialist materials.
3. Prerequisites for the Dive Control Specialist Crossover course are:
 - Be an active diving leader with a scuba training organization and have had no ethics action taken or currently pending with any other scuba training organization.
 - OR —
 - If the candidate has not been active with a scuba training organization, the candidate is required to provide proof of non-renewal, which states that no ethics actions have been taken or are pending.

In addition, the candidate is to:

- Have a current medical examination for scuba diving signed by a licensed medical practitioner.
 - Provide own scuba equipment of leadership quality.
 - Complete a watermanship evaluation.
 - Have logged at least 60 open water scuba dives.
 - Be certified at least at the Assistant Instructor or Dive Master level.
 - Have logged experience in Navigation, Night Diving, Deep Diving and Search and Recovery.
 - Have completed a Stress and Rescue Diver course or the equivalent.
4. Requirements for a Dive Control Specialist certification via crossover are:
 - Provide proof of current training in CPR.
 - Provide proof of current training in first aid.
 - Be affiliated with a current SSI Dealer.

5. All General Training Standards apply to the Dive Control Specialist Crossover course. These Standards should be reviewed before conducting the course to verify all requirements are met.
6. The recommended course hours for the Dive Control Specialist Crossover course are 10 to 15.
7. Dive Control Specialist Crossover candidates must complete the Dive Control Specialist Study Guide questions and take the final exam.

Instructor Training Course Standards

1. The knowledge factors and skills to be covered in the Instructor Training Course are those provided in the SSI Instructor Training Course Manual and the SSI Instructor Training Course Teaching Guide.
2. Prerequisites for the Instructor Training Course include:
 - Be at least 18 years old.
 - Logged at least 75 open water scuba dives.
 - Be certified as a Dive Control Specialist or equivalent.
 - Complete a Diver Stress and Rescue course or equivalent.
 - Have a current medical exam for diving signed by a licensed medical practitioner.
 - Provide own scuba diving equipment of Instructor type and quality.
3. Requirements for Associate Instructor certification include:
 - Serve apprenticeship time and do practice teaching as listed in course curriculum.
 - Provide proof of current training in CPR.
 - Provide proof of current training in first aid.
 - Complete a watermanship evaluation.
 - Complete the Instructor Training Course.
 - Logged a total of at least 100 or more open water dives.

SSI Training Standards 2006

4. The Associate Instructor is to complete at least 100 hours of training. A minimum of 50 hours is to occur under the direction and supervision of an active Instructor Trainer.
5. After certification, active Associate Instructors may:
 - Teach and issue snorkel diving certification.
 - Give underwater tours to certified scuba divers.
 - Assist active SSI Instructors with academics, pool, and open water training.
 - Teach the academics and pool under the control and direction of an active SSI Dealer and an active SSI Instructor.
 - Lead dives for graduates of the Passport Diver Program.
 - Act as dive masters for certified scuba divers.
 - Conduct Try Scuba (pool only).
 - Teach the SSI Underwater Photography course for already certified divers, if qualified and approved by SSI.
 - Under the indirect supervision of an active SSI Instructor, take students that are in scuba training on underwater tours after the students have successfully completed required skills with an Open Water Instructor.
 - Assist students, both in and out of the water.
 - Conduct the Scuba Skills Update program for certified divers.
 - Conduct underwater skills in open water under the direct supervision of an active SSI Open Water Instructor.
 - Attend an Instructor Evaluation.
 - Act as a Certified Assistant.
6. Associate Instructors are required to maintain current SSI training materials.
7. Associate Instructors may not conduct underwater skill evaluation during the open water training dives unless under the direct supervision of an active SSI Open Water Instructor.

Open Water Instructor Evaluation Standards

1. Prerequisites for the Open Water Instructor Evaluation include:
 - Be at least 18 years old.
 - Log at least 24 dives in the last 12 months.
 - Be certified as an Associate Instructor or the equivalent of another association.
 - Complete a Diver Stress and Rescue course or the equivalent of another association.
 - Have a current medical exam for diving signed by a licensed medical practitioner.
 - Provide own scuba diving equipment of Instructor type and quality.

2. Requirements for Open Water Instructor certification include:
 - Complete an Open Water Instructor Evaluation.
 - Provide proof of current training in CPR.
 - Provide proof of current training in first aid.

3. Open Water Instructors are required to maintain current SSI training materials.

4. After certification, active Open Water Instructors may teach, supervise, or issue certifications for all courses and activities that Associate Instructors are qualified for, plus:
 - Try Scuba (Open Water)
 - Passport Diver Program
 - Junior Open Water Diver courses
 - Open Water Diver courses
 - Scuba Skills Updates
 - Master Diver
 - Century Diver
 - Gold 500 Diver
 - Platinum 1000 Diver
 - Experienced diver tests
 - Universal Referral Program
 - Assist other Instructors with more advanced training

5. Open Water Instructors may not issue certifications other than those listed.

Open Water Instructor Crossover Course Standards

1. The intent of the Instructor Crossover course is to provide an orientation for the Crossover candidate to SSI philosophies, policies, Training Standards, educational systems and the scuba skills required in the SSI Diver Training programs.
2. Prerequisites for the Instructor Crossover course are:
 - Be an active Open Water Instructor or higher with a scuba training organization and have had no ethics action taken or currently pending with any other scuba training organization.
 - OR —
 - If the candidate has not been active with a scuba training organization, the candidate is required to provide proof of non-renewal, which states that no ethics actions have been taken or are pending.

In addition, the Instructor Crossover candidate is to:

- Be at least 18 years of age.
 - Have logged at least 100 dives with at least 24 dives in the last 12 months.
 - Have completed a Diver Stress and Rescue course or the equivalent.
 - Have a current medical exam for diving signed by a licensed medical practitioner.
 - Provide own scuba diving equipment of Instructor type and quality.
3. Requirements for an Instructor certification via crossover are:
 - Complete a Crossover course.
 - Provide proof of current training in CPR.
 - Provide proof of current training in first aid.
 4. *It is recommended that an Instructor doing a Crossover complete a review of all Instructor Training Course materials. At the discretion of the Instructor Trainer*

and/or SSI Headquarters, the Crossover candidate may be required to attend a complete an Instructor Training Course.

5. Active Instructors are required to maintain current SSI training materials.
6. If the Crossover candidate has completed the requirements for SSI Open Water Instructor and has the teaching experience and qualifications to be an SSI Advanced Open Water Instructor, the candidate may attend an Advanced Open Water Instructor course held in conjunction with the Crossover. Upon successful completion of the AOWI course, the Crossover candidate will be certified as an AOWI (see AOWI Standards).
7. If the Crossover candidate has completed the requirements for an SSI Advanced Open Water Instructor, and has the teaching experience and qualifications to be an SSI Dive Control Specialist Instructor, the candidate may attend a Dive Control Specialist Instructor course held in conjunction with the Crossover. Upon successful completion of the DCSI course, the Crossover candidate will be certified as a DCSI (see DCSI Standards).

Stress and Rescue Instructor Course Standards

1. Associate Instructors who have completed a Stress and Rescue Instructor course as part of the Instructor Training Course can be evaluated as a Stress and Rescue Instructor when they complete the Open Water Instructor Evaluation.
2. Open Water or Advanced Open Water Instructors who wish to become Stress and Rescue Instructors are to be approved by an SSI Dealer after they have either co-taught a Diver Stress and Rescue course with a qualified SSI Stress and Rescue Instructor or after they have attended a Stress and Rescue Instructor course conducted by an Instructor Trainer or SSI Headquarters.

3. Instructors must meet the same prerequisites and requirements as the Open Water Instructor to qualify as Stress and Rescue Instructors.
4. Stress and Rescue Instructors are required to maintain current SSI training materials.
5. After certification, active Stress and Rescue Instructors may teach, supervise or issue certifications for all courses and activities that Open Water Instructors are qualified for, plus the Stress and Rescue Diver course.
6. Stress and Rescue Instructors may not issue certifications beyond the Open Water and Stress and Rescue diver level unless they are qualified to do so.

Specialty Instructor Course Standards

1. Those Open Water Instructors who have met all the requirements for Open Water Instructor and have experience or training in a minimum of one or more specialty courses may apply for certification as Specialty Instructors.
2. Instructors will only be qualified for those specialties in which they have significant experience or extensive training, or may be approved by an SSI Dealer after they have either co-taught a specialty class with an SSI Instructor who is qualified in that specialty or after they have attended a Specialty Instructor course conducted by an Instructor Trainer or SSI Headquarters.
3. Instructors are required to maintain current SSI training materials.
4. After certification, active Specialty Instructors may teach, supervise, or issue certifications for all courses and activities that Open Water Instructors are qualified for, plus:
 - Junior Specialty Diver courses as qualified.
 - Specialty Diver courses as qualified.

5. Instructors wishing to teach specialties are to register with and be approved by SSI Headquarters for each specialty. Instructors wishing to teach Unique Specialties (specialties other than those listed under Specialty Diving course Standards) are to provide an outline of the specialty, and be approved by SSI Headquarters to teach each unique specialty.

Advanced Open Water Instructor Course Standards

1. Those Open Water Instructors who have met all the requirements for Open Water Instructor and Specialty Instructor and have experience or training in four or more specialty courses may apply for certification as Advanced Open Water Instructors.
2. Instructors will only be qualified for those specialties in which they have significant experience or extensive training, or may be approved by an SSI Dealer after they have either co-taught an advanced diver class with an SSI Instructor who is qualified to teach the advanced diver class or after they have attended an Advanced Instructor course conducted by an Instructor Trainer or SSI Headquarters.
3. Instructors are required to maintain current SSI training materials.
4. After certification, active Advanced Open Water Instructors may teach, supervise, or issue certifications for all courses and activities that Specialty Instructors are qualified for, plus:
 - Junior Advanced Open Water Diver courses
 - Advanced Open Water Diver courses

Referral Instructor Course Standards

1. The knowledge factors to be covered in the Referral Instructor course are provided in the Universal Referral Program manual and the Try Scuba and Passport Diver Program Teaching Outline.

2. Instructors who are active with any recognized scuba training agency and affiliated with an SSI Dealer or a Referral Location may register as a Referral Instructor upon completion of the Referral Instructor program.
3. Prerequisites for the Referral Instructor course are:
 - Be recommended by a qualified Referral Location or active SSI Dealer.
 - Be at least 18 years old.
 - Have experience as an active Open Water Instructor or higher with a scuba training organization.
 - Have no ethics action taken or pending with any other scuba training agency.
4. Requirements for Referral Instructor certification are:
 - Complete a Referral Instructor course.
 - Be affiliated with an SSI Authorized Dealer or a Referral Location.
5. After registration, active Referral Instructors may:
 - Conduct the Universal Referral Program
6. Referral Instructors may not:
 - Teach academic or pool sessions for the SSI Open Water Diver course.
 - Issue SSI Open Water Diver certifications.
 - Purchase SSI Open Water Diver educational materials.

Dive Control Specialist Instructor and Dive Control Specialist Instructor Crossover Standards

1. Prerequisites for the Dive Control Specialist Instructor course are:
 - Be at least 18 years old.
 - Have logged at least 24 dives in the last 12 months.
 - Be at least an Advanced Open Water Instructor or the equivalent.
 - Be in an active teaching status.
 - Complete a Diver Stress and Rescue course or the equivalent.

SSI Training Standards 2006

- Have a current medical exam for diving signed by a licensed medical practitioner.
 - Provide own scuba diving equipment of Instructor type and quality.
2. Requirements for Dive Control Specialist Instructor certification are:
 - Attend a Dive Control Specialist Instructor course through an SSI Instructor Training Facility or SSI Headquarters.
 - Have issued a minimum of 30 SSI certifications at various levels. For crossover instructors, certifications from other recognized agencies will apply to this requirement.
 - Provide proof of current training in CPR.
 - Provide proof of current training in first aid.
 3. Instructors are required to maintain current SSI training materials.
 4. Dive Control Specialist Instructors who are active may, after certification, teach, supervise or issue certification for all courses and activities that Advanced Open Water Instructors are qualified for, plus:
 - Dive Control Specialist courses.

Instructor Trainer Course Standards

1. Prerequisites for Instructor Trainer course include:
 - Be at least 21 years old.
 - Log at least 200 open water scuba dives with at least 24 in the last 12 months.
 - Have certified at least 150 divers at several levels of certification with the following as minimums. (For Crossover Instructors, at least 75 must be SSI.)
 - Open Water Divers — 100
 - Advanced Open Water Divers — 20
 - Specialty Divers — 15
 - Diver Stress and Rescue Divers — 10
 - Dive Control Specialists — 5

SSI Training Standards 2006

- Be certified as a Dive Control Specialist Instructor or equivalent for at least one year.
 - Be an active Instructor.
 - Have been an Instructor for at least two years.
 - Have a current medical exam for diving signed by a licensed medical practitioner.
 - Have no ethics or Standards violation pending or any verified ethics or Standards violations in the past 12 months with SSI or any other training organization.
 - Submit two (2) letters of recommendation from active Trainers or Certifiers.
 - Provide own scuba diving equipment of Instructor type and quality.
 - Co-teach a complete Instructor Training Course with a current Instructor Trainer within the last 24 months using the current SSI Teaching System.
2. Requirements for Instructor Trainer certification include:
- Attend an Instructor Trainer Course.
 - Provide proof of current training in CPR.
 - Provide proof of current training in first aid.
 - Be affiliated with an active SSI Instructor Training Facility.
3. Instructor Trainers who are active may, after certification, teach or supervise all courses and activities that Dive Control Specialist Instructors are qualified for, plus:
- Instructor Training Course.
 - Stress and Rescue Instructor course.
 - Advanced Open Water Instructor course in specialties for which they are qualified.
 - Dive Control Specialist Instructor course.
 - Assist Certifiers or Evaluators with Open Water Instructor Evaluations.
 - Conduct Instructor Crossover courses
4. Instructor Trainers may not conduct evaluations of Associate Instructors or issue Open Water Instructor certifications.

5. Instructor Trainers may not delegate minimum required Instructor-level training to anyone who is not an Instructor Trainer or above.
6. Instructor Trainers are required to complete an update and teach one complete Instructor Training Course every two years in order to stay active.
7. Instructor Trainers are required to maintain current Instructor Training materials and must use the SSI Total Teaching System at all levels.

Instructor Trainer Crossover Course Standards

1. The intent of the Instructor Trainer Crossover course is to provide an orientation for a qualified candidate to SSI philosophies, policies, Training Standards, educational systems and the scuba skills required in the SSI and Instructor Training programs.
2. All Standards, prerequisites and requirements for the Instructor Trainer apply to the Instructor Trainer Crossover candidate with the following exception:

Candidates are not required to have certified SSI divers. However, Crossover candidates are still required to have teaching experience at several levels of SSI certification including team teaching an Instructor Training Course. Upon completion of the teaching requirement, Instructor Trainer certification will be issued.

Instructor Certifier Course Standards

1. Prerequisites for the Instructor Certifier course include:
 - Log at least 300 open water scuba dives, with at least 24 in the last 12 months.
 - Be at least 21 years old.
 - Have certified at least 200 divers at several levels of certification with the following as minimums. (For Crossover Instructors, at least 150 must be SSI.)
 - Open Water Divers — 75

SSI Training Standards 2006

- Advanced Open Water Divers — 44
 - Specialty Divers — 40
 - Diver Stress and Rescue Divers — 25
 - Dive Control Specialists — 10
 - In addition, after becoming an Instructor Trainer you must have taught at least 6 Associate Instructors within the last 24 months.
 - Be qualified as an Instructor Trainer or equivalent.
 - Have a current medical exam for diving signed by a licensed medical practitioner.
 - Have no ethics or Standards violations pending or any verified ethics or Standards violations in the past 12 months with SSI or any other training organization.
 - Be an active Instructor.
 - Have been an Instructor for at least 3 years.
 - Provide letters of recommendation from two current Instructors, one current Certifier, and a current SSI Dealer, as part of the application procedure.
2. Requirements for Instructor Certifier certification include:
- Provide proof of current training in CPR.
 - Provide proof of current training in first aid.
 - Attend an Instructor Certifier course at SSI Headquarters.
 - Must be affiliated with an active SSI Platinum Training Facility.
 - Exemplify the SSI philosophy.
3. Instructor Certifiers who are active may, after certification, teach or supervise or conduct:
- All courses and activities that Instructor Trainers may do.
 - Open Water Instructor Evaluations.
4. Certifiers are required to complete an update every two years and conduct one complete Instructor Training Course and Evaluation every two years in order to stay active.

5. Instructor Certifiers are required to maintain current training materials. Instructor Certifiers must also use the SSI Total Teaching System at all levels and issue only SSI Certifications except in the referral process, technical training or specialty training sanctioned by SSI, but for which SSI does not have course materials available when operating under the auspices of a current Platinum Facility.
6. Instructor Certifiers are to offer React Right First Aid and CPR training (or equivalent courses approved by SSI Headquarters) to all Instructor candidates

Master Instructor Rating Standards

To qualify for Master Instructor the Instructor must submit a written application and meet one of the following options.

Option 1

- Be currently certified as an Advanced Open Water Instructor
- Have at least 4 years of SSI Teaching experience
- Have conducted at least 100 SSI classes at any level
- Have logged at least 400 dives

—OR—

Option 2

- Be currently certified as an Advanced Open Water Instructor
- Have at least 3 years of SSI Teaching experience
- Have certified at least 300 SSI divers at any level
- Have logged at least 300 dives

—OR—

Option 3

- Be currently certified as a Dive Control Specialist Instructor
- Have at least 2 years of SSI Teaching experience
- Have certified at least 200 SSI divers at any level
- Have logged at least 200 dives

Instructor Recognition:

Century Instructor Rating Standards

To qualify for CENTURYINSTRUCTOR, the SSI Instructor is to provide proof of 100 Experience Points, as outlined in the SSI Instructor DiveLog.

No additional training beyond the Associate Instructor level is needed for a person to apply for the Century Instructor rating.

Gold 500 Instructor Rating Standards

To qualify for GOLD500 Instructor, the SSI Instructor is to provide proof of 500 Experience Points, as outlined in the SSI Instructor DiveLog.

No additional training beyond the Associate Instructor level is needed for a person to apply for the Gold 500 Instructor rating.

Platinum 1000 Instructor Rating Standards

To qualify for PLATINUM1000 INSTRUCTOR, the SSI Instructor is to provide proof of 1000 Experience Points, as outlined in the SSI Instructor DiveLog.

No additional training beyond the Associate Instructor level is needed for a person to apply for the Platinum 1000 Instructor rating.

Platinum Pro 5000 Instructor Rating Standards

1. To qualify for PLATINUM PRO5000 INSTRUC-TOR, the SSI Instructor is to:
 - Provide proof of 5000 Experience Points, as outlined in the SSI Instructor DiveLog.
 - Provide a letter of recommendation from two existing Platinum Pro 5000 Instructors.

—OR—

 - Provide Proof of 2500 Experience Points.

SSI Training Standards 2006

- Have 10 or more years of professional experience in the scuba diving field.
 - Have made a significant contribution to the diving industry.
 - Provide a letter of recommendation from two existing Platinum Pro 5000 Instructors.
2. No additional training beyond the Instructor level is needed for a person to apply for the Pro 5000 instructor rating.

Dealer Standards

SSI Dealer Standards:

The intent of the SSI Dealer Standards is to provide an overview of the requirements for SSI Dealerships. The following Authorized Dealerships are available:

- *Diver Training Facility*
- *Instructor Training Facility*
- *Platinum Facility*
- *Referral Location*
- *Educational Facility*
- *Charter Boat Facility*

Authorized Dealer

(Diver Training Facility):

- Have a retail business location in an area zoned for business and maintain an appropriate atmosphere for business.
- Post and maintain established regular retail business hours that are convenient for customers.
- Have a professional image in the following required areas; retail sales, rental department and service & repair department. Maintain a neat, clean and attractive facility with adequate amount of inventory appropriately displayed.
- Use the minimum Total Diving System, as defined in the SSI Standards, for student divers.

SSI Training Standards 2006

- Have a compressed air system that delivers quality-breathing air.
- Have all required governmental licenses and permits and comply with all labor and tax laws.
- Have no ethics or Standards violations pending or any verified ethics or Standards violations in the past 12 months with SSI or any other training organization.
- Institute an instructional program using SSI Instructors and SSI teaching materials, and issue SSI certifications using an active status SSI Instructor on staff to conduct SSI training.
- Use the SSI Open Water Diver Program as the primary Open Water Diver training program and have a representative sample of the other SSI products, programs and services.
- Due to the importance of each student understanding the material; each student must own their own personal SSI Training Manual, SSI Dive Table, SSI DiveLog and view the SSI Training Video or DVD. With a family, each student must own their own SSI Training Manual, SSI Dive Table and SSI DiveLog.
- Purchase the minimum amount of SSI product on a yearly basis as defined in the SSI Dealer Agreement.

- Agree to implement SSI Monitor's Assessment Procedures (MAP) program or an SSI Headquarter's approved alternative program by requiring SSI Instructors to teach programs within the control and direction of the Dealer.
- All SSI accounts are reviewed annually & at SSI's sole discretion renewal may or may not be awarded, as defined in the Authorized Dealer Agreement.

New Authorized Dealer Accepted Applicants

- Agree to purchase an SSI Dealer Orientation Package and complete the orientation program with the SSI area Business Consultant.

Instructor Training Facility:

- Have met or exceeded all requirements for SSI Authorized Dealer (Diver Training Facility).

SSI Training Standards 2006

- Have an active status SSI Instructor Trainer on staff (full or part-time).
- Maintain SSIs primary diver certification agency.
- Conduct at least one SSI Instructor Training Course per year. This may include Crossover or Update programs.
- Train and issue only SSI certifications for leadership levels.
- Have and keep current all required training materials for SSI Instructor programs.
- Have all licenses required by law and provide proof of current licensing.

Platinum Facility:

- Have met or exceeded all requirements for SSI Instructor Training Facility.
- Have an active status SSI Instructor Certifier on staff (full or part-time).
- Advertise and promote SSI as the primary training organization and offer SSI certification as the primary certification. Exceptions include students referred from other certification agencies for Open Water Diver training and specialty certifications not offered by SSI.
- Conduct at least one SSI Instructor Evaluation per year.
- Have and keep current all required materials for SSI Instructor Evaluation programs.
- Offer React Right First Aid and CPR training (or equivalent training approved by SSI Headquarters).

Referral Location:

A Referral Location is limited to conducting the Universal Referral Program. To be a Referral Location, the following requirements are to be met:

- Post and maintain established business hours.
- Have a professional image.
- Use the minimum diving system, as defined in ANSI, RSTC and SSI Standards, for student divers.
- Have or have access to a compressed air system that delivers quality breathing air.
- Have all required licenses and permits and comply with all labor and tax laws.
- Have no ethics or Standards violations pending or any verified ethics or Standards violations in the past 12 months with SSI or any other training organization.
- Conduct operation with a commitment to high quality.
- Have an active status SSI Instructor or a Referral Instructor on staff to conduct training.
- When working with referral students, conduct the UniversalReferral Program as outlined in the Universal Referral Program manual.

- Require Referral Instructors to teach the programs within the control and direction of the Referral Location.
- Avoid issuing Open Water Diver certifications to referral students who complete the Universal Referral Program.
- Maintain current Universal Referral Program materials.
- Inform SSI when Referral Instructors are no longer affiliated with the Location.

Educational Facility:

A limited Dealership, the Educational Facility cannot engage in any type of retail scuba business activities.

To be an Educational Facility, the following additional requirements are to be met:

- Be an accredited college, university or vocational school.
- Have a professional image in your training location.
- Use the minimum diving system, as defined in ANSI, RSTC and SSI Standards, for student divers.
- Have or have access to a compressed air system that delivers quality breathing air.
- Have all required licenses and permits and comply with all labor and tax laws.
- Have no ethics or Standards violations pending or any verified ethics or Standards violations in the past 12 months with SSI or any other training organization.
- Conduct operation with a commitment to high quality.
- Develop and institute an instructional program using SSI Instructors and SSI teaching materials, and issue SSI certifications.
- Have an active status SSI Instructor on staff to conduct SSI training.
- Provide two or more levels of SSI diver certification.
- Require SSI Instructors to teach programs within the control and direction of the Facility.
- Agree to implement SSI Monitor's Assessment Procedures (MAP) program or an SSI Headquarter's approved alternative program.
- May not rent, sell or repair equipment for the general public.

- Use SSI as the primary certification agency.

SSI Resort Partner Standards

- Post and maintain established regular business hours that are convenient for customers.
- Have a professional image in the following areas; retail sales, rental department, service & repair department, compressor and dive boats.
- Use the minimum Total Diving System, as defined in the SSI Standards, for student divers. Total Diving System (TDS) consists of the Snorkeling System, the Exposure System (where applicable), the Air Delivery System, the Information System, the Total DiveLog System, the Buoyancy Control System, and the Specialty Training and Accessory System. (Mask, Snorkel, Fins, Buoyancy Compensator with Power inflator, Weight System, Cylinder, Regulator with submersible pressure gauge and alternate air source, Depth Gauge, Timing Device, SSI Dive Log, Optional Equipment: (Exposure suit, Hood, Gloves, Boots, Compass, Knife).
- Offer properly maintained and documented, up to date equipment for rental and instruction.
- Have or have access to a compressor system that delivers quality-breathing air or enriched air.
- Have all required governmental licenses and permits and comply with all labor and tax laws.
- Have no ethics or Standards violations pending or any verified ethics or Standards violations in the past 12 months with SSI or any other training organization.
- Have an active status SSI Instructor on staff to conduct training.
- Properly, follow SSI Standards when conducting Open Water Diver training dives for SSI referral certifications.
- Require SSI Instructors to teach the programs within the control and direction of the SSI Resort Partner Facility.
- When SSI training is requested use SSI Instructors, SSI teaching materials, and issue SSI certifications using an active status SSI Instructor on staff to conduct the SSI training.

- All SSI accounts are reviewed annually & at SSI's sole discretion renewal may or may not be awarded, as defined in the Authorized Resort Agreement.

Charter Boat Facility:

A limited Dealership, the Charter Boat Facility cannot engage in any type of retail scuba business activities. The Facility is restricted to the instruction of open water referrals, supervision of diving, and related support of SSI Dealers.

To be a Charter Boat Facility, the following additional requirements are to be met:

- Have a professional, orderly and seaworthy dive vessel.
- Use trained crews.
- Meet all USCoast Guard and other government agency requirements, if they apply.
- Have a regular boat inspection and preventative maintenance program.
- Use the minimum diving system, as defined in ANSI, RSTC and SSI Standards, for student divers.
- Have or have access to a compressed air system that delivers quality breathing air.
- Have all required licenses and permits and comply with all labor and tax laws.
- Have no ethics or Standards violations pending or any verified ethics or Standards violations in the past 12 months with SSI or any other training organization.
- Conduct operation with a commitment to high quality.
- Have an active status SSI Instructor on staff to conduct Universal Referral and Passport Diver Program training.
- When working with referral students, conduct the Universal Referral Program as outlined in the Universal Referral Program manual.

- Require SSI Instructors to teach programs within the control and direction of the Dealer.
- May not rent, sell or repair equipment for the general public.

Live Aboard Dive Boat Facility:

A limited Dealership, the Live Aboard Dive Boat Facility cannot engage in any type of retail scuba business activities. The Facility is restricted to the instruction of open water referrals, open water diver training, specialty diver training, supervision of diving and related support of SSI Dealers.

To be a Live Aboard Dive Boat Facility, the following additional requirements are to be met:

- Have a professional, orderly and seaworthy live aboard dive vessel
- Use trained crew
- Meet all US Coast Guard and other government agency requirements if they apply.
- Have a regular boat inspection and preventative maintenance program.
- Use minimum diving system, as defined in ANSI, RSTC and SSI Training standards for students
- Have or have access to a compressed air system that delivers quality breathing air.
- Have all required licenses and permits and comply with all labor and tax laws
- Have no ethics or Standards violations pending or any verified ethics or Standards violations in the past 12 months with SSI or any other training organization.
- Conduct operation with a commitment to high quality.
- Have an active status SSI Instructor on staff to conduct all SSI referral, Open Water Diver and Specialty training programs.
- When working with referral students, conduct the Universal Referral Program as outlined in the Universal Referral Program manual.
- Require SSI Instructors to teach programs within the control and direction of the Dealer.
- May conduct training only while out to sea.
- May not sell rent or repair equipment for the general public.

Appendix

Glossary of Terms

Section 2, RSTC Standards*

Certification

- A Certification Card (“C-Card”) documenting that a student has completed all requirements of an Open Water Diver certification course. This verification is issued by a training organization upon receipt of an instructor’s written confirmation of satisfactory completion of all course requirements by the student, as documented in the student’s log/training record.

Certified Assistant

- An individual currently certified by a training organization to assist an instructor. By the intent of this standard, all activities of a certified assistant in Open Water Diver courses shall be under the supervision of an instructor. Completion of formal training in planning, management and control of diving activities, first aid, cardiopulmonary resuscitation, and diver rescue techniques is required before a certified assistant may assume responsibility for any student or students during open-water training, as defined in this document. The certified assistant shall also have passed a written examination demonstrating certified assistant-level knowledge, as required by the training organization. (See the RSTC Recreational Dive Supervisor and the RSTC Assistant Scuba Instructor certification standards for details.)

Confined Water

- Any body of water that offers conditions similar to those of a swimming pool.

Excursion Dive

- A dive without formal performance requirements made prior to completion of all open water training dives.

Instructor

- An individual who is currently certified and sanctioned by a training organization to teach Open Water Diver scuba diving and to authorize the issuance of Open Water Diver certification. In order to be sanctioned, the Instructor must meet the annual renewal requirements of the sanctioning organization. An instructor shall have completed formal training in lesson preparation, planning and delivery of lecture, pool/confined water skills and open water skills teaching presentations, in addition to completing the training requirements of a certified assistant (see definition). The instructor shall also have passed a written examination demonstrating instructor-level knowledge, as required by the training organization. (See the RSTC Recreational Scuba Instructor certification standard for details).

Minimum Instructional Diving System

- The equipment required to be worn by the students while performing the skills listed in Section 4.9 of the RSTC Open Water Diver Certification Standards. This equipment includes, as a minimum: fins, mask, snorkel, cylinder and valve, buoyancy control device with low pressure inflator, regulator, alternate air source (active scuba/air delivery system), submersible pressure gauge, weight ballast system and exposure suit (if appropriate). Additional desirable (but not required) equipment includes timing device, depth gauge and compass/direction monitor.

Open Water Course

- A course of scuba training, leading to diver certification issued by a training organization. Successful completion of a course that meets the requirements of this standard qualifies an individual to procure air, equipment, and other diving services, and to engage in recreational open water diving without supervision, except as noted in Section 3(1).

Open Water Scuba Training Dive

— Supervised open water scuba training experiences to fulfill certification requirements.

Training dives shall consist of exercises as outlined in Section 4.9 of the RSTC Open Water Diver Certification Standards and as required by the training organization.

Each dive shall include, as minimum:

1. A briefing
2. Preparation to dive
3. An entry
4. At least 15 minutes at depths between 15 and 60 feet (4.5 and 18 meters)
5. An exit
6. A debriefing
7. Logging of the dive in diver's personal log book.

Out-of-Air Emergency Alternatives

— Procedure to allow a diver to ascend to the surface in the event of an out-of-air situation.

Dependent Procedures Include: alternate air source; buddy breathing; redundant air supply (provided by buddy).

Independent Procedures Include: emergency ascent; redundant air supply.

Direct Supervision

— Visual observation and evaluation of student skill performance and student diving activities by a instructor or certified assistant. Direct supervision requires personal observation and evaluation of the performance of the skills required for certification. During underwater skill performance and evaluation, direct supervision requires the student to be accompanied underwater

Indirect Supervision

— The overall control, general observation, evaluation and the direction of the student skill performance and student diving activities. The instructor must be personally present at the training site and be prepared to come to the aid of a student.

* *From the Recreational Scuba Training Council (RSTC) 2000 Instructional Standards Minimum Course Content for Recreational Open Water Diver Certification as approved by: International Diving Educators Association (IDEA), Professional Association of Diving Instructors (PADI), Professional Diving Instructors Corporation (PDIC), Scuba Schools International (SSI), and YMCA Scuba Program.*

Note: A complete copy of the RSTC2000 Open Water Diver Certification Standards are available on-line at www.wrsc.com.

SSI Grievance Resolution

The intent of the Grievance Resolution Committee is to research complaints about SSI Authorized Dealers, Instructors and DiveCons.

There are two types of complaints: verbal and written. It is the policy of the Grievance Resolution Committee, which is comprised of members of the SSI Headquarters staff, to take all complaints seriously, but to research only written complaints.

Verbal

Verbal complaints must be followed up by a written and signed complaint.

Written

When a written, signed complaint or an action request form is received, the Grievance Resolution Committee conducts the following procedures:

1. The Committee reviews the complaint.
2. The complainant is notified that the complaint was received.
3. A copy of the complaint is sent to the Dealer, Instructor or DiveCon by certified mail.
4. The Dealer, Instructor or DiveCon has 30 days from receipt of the complaint to respond in writing.
 - a. If no written response is received by the deadline, the Dealer, Instructor or DiveCon becomes inactive until the matter is resolved. Inactive status is defined as not being allowed to perform all duties outlined in the SSI Training Standards.
 - b. If an incomplete written response is received, the Dealer, Instructor or DiveCon becomes inactive until the remaining documentation is received.
 - c. If a complete written response is received, the Committee will review both complaint and response to determine if SSI Training Standards have been violated.
5. An initial determination is made whether Standards may have been violated.

- a. If it appears reasonable that Standards were not violated, the Committee sends a notice to the complainant and the Dealer, Instructor or DiveCon that the Committee has found no violations and will take no further action.
 - b. If Standards may have been violated, the Committee will research the complaint.
6. The Committee uses several research methods, depending on the nature of the complaint.
 - a. The Committee may request contact information from the Dealer, Instructor or DiveCon for students trained in the past twelve months by the Instructor in question. The students' names will be selected at random from store certification files at SSI Headquarters. A survey is sent to each student to gather information.
 - b. The Committee may contact (via phone) all students who did not respond to the survey or answer all the questions.
 - c. The Committee may request copies of key documents from the Dealer, Instructor or DiveCon.
 - d. The Committee may hire a professional investigator to gather information.
 - e. The Committee may request all Dealer information on the Instructor or DiveCon.
 - f. The Committee may use such other research methods as it deems appropriate.
7. The Committee determines from the research whether a Standards violation occurred.
 - a. If research does not indicate a Standards violation, the Committee informs complainant and Dealer, Instructor or DiveCon that no violations have been found and that the case is closed pending further documentation to the contrary.
 - b. If research does indicate a Standards violation, the Committee determines appropriate action.
8. The Committee confers with legal representatives before taking action.

9. The Committee may require several types of action of the Dealer, Instructor or DiveCon, which is at the sole discretion of SSI Headquarters, depending on the violation.
 - a. If retraining is necessary, the Committee will determine the extent of retraining and the time frame for the completion of the retraining.
 - b. If suspension is necessary, the Committee will determine the length of suspension, the extent of retraining and method of follow-up, and the conditions under which the Dealer, Instructor or DiveCon will be reinstated.
 - c. If termination is necessary, the Authorized Dealership, Instructor or DiveCon membership is revoked. Future reinstatement is at the sole discretion of SSI.
10. The Committee will notify the SSI Dealer, Instructor or DiveCon in writing of the resolution of the complaint.

Dive Control Specialist Update Procedures

For Dive Control Specialists who have not maintained an active teaching status with SSI, the following procedures to update are provided:

From Inactive Status: having paid inactive Dive Control Specialist dues.

- Have current Dive Control Specialist materials.
- Complete updated paperwork.
- Pay the difference between active and inactive Dive Control Specialist dues.
- Have current medical for diving signed by a licensed medical practitioner.
- Resolve any outstanding problems with SSI, SSI Dealer or SSI insurance carrier.
- Have current Dive Control Specialist insurance.
- Affiliated with an active Dealer
- Provide proof of current training in CPR
- Provide proof of current training in first aid

In addition, the Dive Control Specialist is to have a complete review of SSI materials by completing the following:

- An SSI Dive Control Specialist Crossover.

SSI Training Standards 2006

- An SSI Dive Control Specialist Course.
- An SSI Dive Control Specialist Update program.

From Non-renewed Status: Not having paid Dive Control Specialist dues for the current year.

- Submit dues with current Dive Control Specialist renewal form.
- Submit copy of current Dive Control Specialist liability insurance.

From Retired Status: Not having paid Dive Control Specialist dues for more than one year and one day.

- Provide proof of current training in CPR
- Provide proof of current training in first aid
- Have current medical for diving signed by a licensed medical practitioner.
- Be affiliated with an active SSI Dealer.
- Have current Dive Control Specialist materials.
- Complete updated paperwork.
- Pay back dues.
- Resolve any outstanding problems with SSI, SSI Dealer or SSI insurance carrier.
- Have current Dive Control Specialist insurance.

In addition, the Dive Control Specialist is to have a complete review of SSI materials by completing one of the following with a current Dive Control Specialist Instructor:

- An SSI Dive Control Specialist Crossover.
- An SSI Dive Control Specialist Course.
- At the discretion of the Dive Control Specialist Instructor or SSI, the updating Dive Control Specialist may be required to attend and complete an SSI Dive Control Specialist Course.

If the individual has been inactive for more than 10 years, they must complete an entire Dive Control Specialist Course.

Instructor Update Procedures

For Instructors who have not maintained an active teaching status with SSI, the following procedures to update are provided:

From Inactive Status: having paid inactive Instructor dues.

- Have current Instructor teaching materials.
- Complete updated paperwork.
- Pay the difference between active and inactive Instructor dues.
- Have current medical for diving signed by a licensed medical practitioner.
- Resolve any outstanding problems with SSI, SSI Dealer or SSI insurance carrier.
- Have current Instructor insurance.
- Affiliated with an active Dealer
- Provide proof of current training in CPR
- Provide proof of current training in first aid

In addition, the Instructor is to have a complete review of SSI training materials by completing the following:

- Team-teach, with an active SSI Instructor.

Or attend one of the following with a current IT/IC:

- An SSI Instructor Crossover.
- An SSI Instructor Training Course.
- An SSI Instructor Update program.

From Non-renewed Status: Not having paid Instructor dues for the current year.

- Submit dues with current Instructor renewal form.
- Submit copy of current Instructor liability insurance.

From Retired Status: Not having paid Instructor dues for more than one year and one day.

- Provide proof of current training in CPR

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- Provide proof of current training in first aid
- Have current medical for diving signed by a licensed medical practitioner.
- Be affiliated with an active SSI Dealer.
- Have current Instructor teaching materials.
- Complete updated paperwork.
- Pay back dues.
- Resolve any outstanding problems with SSI, SSI Dealer or SSI insurance carrier.
- Have current Instructor insurance.

In addition, the Instructor is to have a complete review of SSI training materials by completing one of the following with a current IT/IC:

- An SSI Instructor Crossover.
- An SSI Instructor Training Course.
- At the discretion of the Trainer and/or SSI, the updating Instructor may be required to attend and complete an SSI Instructor Training Course.

If the individual has been inactive for more than 10 years, they must complete an entire ITC and an evaluation.