PLEASE WRITE YOUR NAME ON THE BACK OF YOUR PASSPORT PHOTO AND CLIP ON HERE



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INTERNATIONAL CERTIFICATE OF COMPETENCE RENEWAL

FAST TRACK SERVICE REQUIRED (See charges in section 5)

According to our records your International Certificate of Competence (ICC) is due for renewal. In order to renew your ICC you must still be eligible for the RYA to issue the certificate to you.

****IMPORTANT - Following changes to the eligibility criteria, proof of eligibility is now required from <u>every</u> applicant.

The requirements are detailed on the renewal form overleaf in section 1. ****

If you chose to renew your ICC, your new certificate, valid for a further 5 years, will be issued with the same categories validated as your existing certificate. The only exception to this is for certificates issued prior to 1st April 1999, where the inland category will not be re-validated unless we have proof that the holder has passed the CEVNI test. Should you require any further categories validated you will need to pass the appropriate ICC assessment or provide the documentary evidence of competence detailed in the table below.

	CATEGORIES ICC MAY BE VALIDATED FOR						
EVIDENCE OF COMPETENCE	POWER				COASTAL WATERS	INLAND WATERS (CEVNI test required)*	
Applicants can present a UK certificate as detailed in this table (Please send photocopies, not original certificates)		10m LOA and over	PWC	SAIL			
RYA National Powerboat Certificate (Inland) Level 2 or higher	✓		✓			√ *	
RYA National Powerboat Certificate (Coastal) Level 2 or higher	\		✓		✓	√ *	
Advanced Powerboat RYA/MCA Certificate of Competence	\	√	✓		√	√ *	
RYA Inland Waterways Helmsman Certificate	√	✓				√ *	
RYA Helmsman's Course Completion Certificate	✓	✓				√ *	
RYA Day Skipper / Coastal Skipper Practical Course Completion Certificate (Power)	\	✓			✓	√ *	
RYA Day Skipper / Coastal Skipper Practical Course Completion Certificate (Sail)	✓			✓	✓	√ *	
Coastal Skipper / Yachtmaster® Coastal or higher RYA/MCA Certificate of Competence (Power)	✓	✓			✓	√ *	
Coastal Skipper / Yachtmaster® Coastal or higher RYA/MCA Certificate of Competence (Sail)	\			>	✓	√ *	
MCA Deck Officer Certificate of Competence [Any Grade]	\	✓			✓	√ *	
RN, Army or RAF Bridge Watchkeeping Certificate	✓	✓			✓	√ *	
MCA or Local Authority Boatman's Licence	✓	✓			✓	√ *	
MCA Boatmaster Certificate	✓	✓				√ *	
RYA Dinghy Instructor and National Powerboat Certificate Level 2 or higher	√			√	√	√ *	
RYA Personal Watercraft Proficiency Certificate			✓		√		

* Certificates will only be validated for inland waters if the applicant has passed the CEVNI Test. This is a multiple choice test, which can be taken on-line or at most RYA practical Training Centres. For details of the how and where you can take the test see: http://www.rya.org.uk/infoadvice/boatingabroad/icc/Pages/cevnitest.aspx

PLEASE NOTE: Where proof of competence is required under the Merchant Shipping Regulations i.e. UK pleasure vessels exceeding both 80 GT and 24m in length and for any vessel which is used for commercial purposes, the ICC is insufficient and it must be supported by the requisite certificate of competence.

If you wish to renew your ICC then please complete and return the form on the reverse of this letter and send it together with your old certificate (if possible), a passport-sized photograph (ensuring you print your name on the back of the photo), proof of eligibility and the fee as applicable to your membership status.

Please allow 21 days for your new certificate to be issued. Fast Track Service - for a small additional charge we can guarantee a 2 working day turnaround from the date we receive the application. If you require this service, please clearly mark your application with "FAST TRACK" and include the applicable additional fee (as detailed on the form).

If you have any concerns or queries please contact the Certification Department: Direct Line: 0844 556 9520 or 023 8060 4158 E-mail: certification@rya.org.uk

CHECK LIST	
☐ ICC renewal form completed in full	☐ Fast track service requested if required
☐ Evidence of eligibility enclosed (section 1 – required from EVERY applicant)	☐ Payment enclosed
☐ Evidence of competence enclosed for any additional categories	☐ Old certificate enclosed (if possible)
☐ Passport sized photograph with name on reverse attached	☐ Declaration signed (section 3)

RENEWAL OF INTERNATIONAL CERTIFICATE FOR OPERATOR OF PLEASURE CRAFT FOR A FURTHER 5 YEARS											
Surr	ame:		RYA	Ref No:							
Cert	ficate No:			iry Date:							
1	ELIGIBILITY: This certificate is available to a person who has reached the age of 16; is physically and mentally fit										
Please tick the relevant box	☐ British resident	Enclose evidence of residency (copy of a utility bill, bank statement licence or recognised national identity card showing your address). authenticated evidence of residency may be required.			g your address). Further						
	British national			Enclose a copy of the p national identity card	photo page of your passport	or a recognised					
	National of the USA or Canada			Enclose a copy of the photo page of your passport or a recognised national identity card							
	☐ National of a country which is not a member of UNE			Enclose a copy of the photo page of your passport or							
The l	INECE countries are: Albania, Andorra, Armenia,	Austria, Azerl	paijan, Belarus, Belgiu	a recognised national in m, Bosnia and Herzego	vina, Bulgaria, Canada, Croa	itia, Cyprus, Czech					
Republic, Denmark, Estonia, Finland, France, Georgia, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Kazakhstan, Kyrgyzstan, Latvia, Liechtenstein, Lithuania, Luxembourg, Macedonia, Malta, Moldova, Monaco, Montenegro, Netherlands, Norway, Poland, Portugal, Romania, Russian Federation, San Marino, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Tajikistan, Turkey, Turkmenistan, Ukraine, United Kingdom, United States of America, Uzbekistan											
NAM			ADDI	RESS:							
	OF BIRTH: ITRY OF BIRTH:										
	DNALITY:										
	PHONE NUMBER: Evening										
	Daytime		Posto	code							
	Mobile		Coun	try							
EMAI	L:										
	CC CATEGORIES FOR	wer up to	10m length ove	rall 🔲 Sa	ail	☐ Coastal					
	VHICH YOU ARE	•	ength overall ar		ersonal Watercraft	☐ Inland waters					
3 DECLARATION & SIGNATURE OF APPLICANT: I confirm that I satisfy the eligibility criteria above											
F	CHARGES: The ICC which is valid for 5 years from the date of issue is issued free to RYA Members, a fee is payable by non-members. Please allow 21 days for the certificate to be issued. Regrettably we are unable to respond to requests to check the progress of your ICC application within the first 14 days of this period. If you require your ICC sooner a Fast Track service, which guarantees a 2 working day turnaround from the date we receive										
	Cost of fast track issue if required £25.	.00	£15.00			£10.00					
	PAYMENT: Please tick the relevant box (p	olease note.	applications canno	t be upgraded to Fa	st Track once thev are re	ceived by the RYA)					
5	I do not wish to be a member of the RYA I enclose £43 for the issue of the certificate I enclose £68 for the issue of the certificate	I am a current RYA Member (ICC is free of charge) enclose £43 for the issue of the certificate enclose £68 for the issue of the certificate I am a current RYA Member (ICC is free of charge) My membership number is		per ris	I am applying for RYA m (ICC will be free of char I have completed a me	ge if joining) mbership form mbership form					
	using the Fast Track service		mbership number is _	to now by credit or dob	and also require the Fa						
)	Payment can be made by cheque, postal order or credit/debit card. If you would like to pay by credit or debit card please enter your card details at section 7. If you are applying for RYA membership at the same time as your ICC, payment can be made by direct debit. Please ensure you have completed the direct debit section of the membership application form. Please note, we can only accept direct debits on banks from within the United Kingdom.										
6	CREDIT CARD DETAILS: Your credit card of Please debit my Visa/MasterCard/Switch/Maestro ICC Fee £43 Membership Fee £17 Card Number Card Start Date Cardholder's Name	o (delete as ap e £25	pplicable) - Please tick Fast Track Fee Membership Fe	the boxes that apply a	nd enter the total amount to t Track Fee £10 T (mbership Fee £71 £ No. CVV No.						