



**Application to attend:  
RYA First Aid Instructor Course**

Please attach a passport photo of yourself with your name written on the reverse.

Please check the eligibility requirements for this course on [www.rya.org.uk/go/instructors](http://www.rya.org.uk/go/instructors) before completing this application form.

Booking conditions are shown overleaf.

Course code	Course date
Name	Tel (day)
Address (Joining Instructions will be sent to this address)	Tel (eve)
	Tel (mobile)
	Email
Postcode	Date of birth
Occupation	RYA membership number
Special dietary requirements	

Required qualifications (see over)	
Type of First Aid Certificate	Issue date
SRC Certificate	Issue date
RYA Practical Instructor Certificate	Issue date
Type:	

Other relevant qualifications if held	
Other First Aid qualifications:	Issue dates
Type:	
Type:	
RYA Sea Survival Certificate	Issue date
AED Training Course	Date

Relevant seagoing / teaching experience
Experience:
Number of seasons:
Main cruising areas:
Mileage:
Types of boat used (outdrive/shaft):
At which RYA training centre do you usually teach?
Would you like to be listed as available for work? YES / NO
<b>Health declaration</b>

Do you have any medical conditions or physical or mental impairments that may affect your ability to take part in the course or may affect your ability to properly discharge your duty of care as an instructor? If so please provide details.

*(Please note that you may be required to submit to a medical examination as part of the instructor assessment or at any time following qualification, if requested by the RYA).*

**Emergency contact**

Name	Relationship to applicant
Tel (day)	Tel (eve)
Tel (mobile)	

**Data Protection Act 1998.** The above information including the questions as to your health and ability will be used by us to process your application for the course and for attending to your needs whilst you are on your courses. The data will not be shared with any third party for marketing or commercial purposes without first obtaining your explicit consent.

Signed:

Date:

Please return this form to: Helen Byrne, Course Bookings Administrator, RYA Training, RYA House, Ensign Way, Hamble, Hampshire SO31 4YA, or email to [helen.byrne@rya.org.uk](mailto:helen.byrne@rya.org.uk).

Please continue to **Booking conditions** page.

## **Booking conditions**

Before applying, satisfy yourself as to your suitability and eligibility to attend this course in terms of qualifications, experience and age. If in any doubt, contact the RYA.

Membership of the RYA (or the national governing body for your boating activity in your country of residence) is required in order to qualify as an RYA instructor, and for existing instructors to update.

Course applicants must read and agree to abide by the RYA Instructor Code of Conduct. Failing to abide by the Code, or otherwise engaging in behaviour that falls below the standard expected or risks bringing the RYA into disrepute, may result in the withdrawal of RYA instructor qualifications, endorsement or appointments.

The course trainer can exclude a candidate from a session or from the course if they refuse to follow the reasonable directions of the course trainer, misconduct themselves or cause damage or annoyance to other persons.

**Payment:** Full payment is required to secure a booking. **We do not accept provisional bookings.**

**Cancellation by the applicant:** If more than 5 weeks' notice is given, 25% of the full course fee will be retained by the RYA as a cancellation fee and the balance will be reimbursed to you. If notice is given less than 5 weeks before the start of the course, we will make every effort to fill your place in which case we will retain 25% of the full course fee as a cancellation fee and the balance will be reimbursed to you. If the space remains unsold you remain liable for the full amount. The course fee cannot be refunded for any reason once the course has started.

**Cancellation by the RYA:** The full course fee, including any deposit will be returned. The RYA will not be liable under any circumstances for any cost or loss incurred as a result of its failure to conduct a particular course. The RYA reserves the right to cancel any course in the event of bad weather, equipment failure or otherwise.

**Acceptance of booking conditions:** By submitting an application for this course you are confirming that you have read and accept these booking conditions.

