

RYA TRAINING NOTICE

Implementation date: 1 January 2020
Reference: TN 30-19 (revised)



New requirements for RTCs' marketing materials

Applies to: All RYA Recognised Training Centres

The following text will be added to the Recognition Guidance Notes (RGN B14) shortly:

From 1 January 2020, the following will apply and will be checked at the RTC's subsequent annual inspection.

Training centre websites must include the following details for each RYA course they publicise:

- RTC name under which recognition is held
- Classroom and/or operating base location (for which recognition is held)
- Minimum duration of the course plus any additional time for exams
- Maximum student:instructor ratio
- What course material is provided as part of the course
- Centres in non-English speaking countries must state that pre-learning, exams and courses are delivered in English. If RYA Training has approved recognition for delivery in a foreign language, the language in which each course is delivered must be stated. Any course information presented in a language other than English must also be available in English.

The cost of compulsory course material and course completion certificates must be included in any advertised course price. Optional publications or material may be listed as additional costs.

Where additional exam fees exist, marketing materials should be clear whether the course fee includes the exam fee or not.

Summary:

Enhanced requirements for inclusion of course information in training centres' website marketing.

See also:

Recognition Guidance Notes

For guidance on other areas of RYA Training see:

www.rya.org.uk/training-support