Section 5B: AUSI Scuba Teaching Guidelines

LEVEL II SCUBA INSTRUCTOR – August 2009

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COURSE PLANNING

The AUSI Level II Scuba Instructor course is designed to upgrade AUSI Level I Scuba Instructors by providing further training in the following key areas of scuba instruction:

1. Classroom Teaching,
2. Practical Skills Teaching,
3. Student Dive Leadership, and
4. Diving Theory Knowledge.

Training involves:

1. Review of the AUSI Scuba Instructor Course Notes, and
2. Candidate presentations.

Successful candidates will be able to:

1. Conduct introductory scuba programs,
2. Train and certify AUSI Level I & II Scuba Divers,
3. Assist higher level AUSI Scuba Instructors,
4. Train and certify AUSI Snorkel Swimming Instructors (if endorsed,
5. Act as a Snorkel Guide (if endorsed), and
6. Train and certify AUSI Snorkel Divers to an appropriate level (if endorsed).

Note: The AUSI Level I Scuba Instructor training course and the AUSI Level II Scuba Instructor update course can be combined into a single course. If combined into a single course then the final assessment, conducted by an independent AUSI Level VIII Scuba Instructor or higher, must be conducted at the conclusion of the course as per the AUSI Level I Scuba Instructor Teaching Guidelines, where teaching topics must be chosen from the topic lists in the relevant section of these Teaching Guidelines. In this case the pass mark for the AUSI Scuba Instructor Diving Theory Knowledge Exam must meet the criteria outlined in the AUSI Level II Scuba Instructor Teaching Guidelines.

Instructor

The course can only be conducted by an AUSI Level VII Scuba Instructor or higher.

Ratios

1. Theory 12:1,
2. Presentations 6:1, and
3. Ocean 4:1.

Prerequisites

Before participating on the course each candidate must:

1. Be a certified AUSI Level I Scuba Instructor or approved equivalent,
2. Possess the minimum diving equipment as listed below,
3. Hold a current scuba medical *(see AUSI Definitions),*
4. Hold a current work place first aid certificate,
5. Hold a current CPR certificate,
6. Hold a current oxygen provider certificate, and
7. Have in the previous six months, observed a minimum of two complete AUSI Level I & II Scuba Diver (Open Water) courses one of which should have been since being certified as an AUSI Level I Scuba Instructor.

Note: If the course is a combined AUSI Level I Scuba Instructor training course and AUSI Level II Scuba Instructor update course then refer to the prerequisites for the AUSI Level I Scuba Instructor course apply.

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Materials

During the course the following must be used where relevant:

1. **AUSI Open Water Scuba Manual** or AUSI Level I & II Scuba Diver Course Notes,
2. **AUSI Instructor Course Notes,**
3. **AUSI Scuba Instructor Workbook,**
4. **AUSI Instructor Manual**
5. *AUSI Medical History Form* or approved equivalent
6. A*USI Instructor Training Program Application Form,*
7. *AUSI Level II Scuba Instructor Training Record,*
8. *AUSI Classroom Lesson Planner,*
9. *AUSI Assessment Forms, and*
10. *AUSI Professional Annual Renewal Form*.

Candidates must have their own copies of Items 1, 2, 3, 4 & 5.
Items 1, 2, 3 & 4: Can be purchased from AUSI Head Office.
In lieu of Items 1 & 2: AUSI Level I & II Scuba Course Notes and AUSI Scuba Instructor Course Notes ie AUSI Scuba Learning Modules 1, 2, 3, 4, 23, 24, 25, 26, 27, 28, 29 & 30 can be downloaded from www.ausi.com.au.
Item 3 & 4: Can be downloaded by registered instructors from www.ausi.com.au
Items 5, 6, 7, 8, 9 & 10: Can be photocopied from the Course Materials section of the AUSI Instructor Manual or registered instructors can download an AUSI Scuba Instructor Trainer Pack from www.ausi.com.au.

Equipment

Each instructor and candidate shall use the equipment listed below during all practical training and ocean diving throughout the course:

1. Mask, snorkel and fins,
2. Approved air cylinder and valve (Australian Standard AS 2030.1 or equivalent),
3. Buoyancy control device with scuba feed inflator designed to maintain the head above water surface when inflated (separate back pack, if appropriate),
4. Regulator with a balanced first stage,
5. Alternate air source,
6. Depth and cylinder pressure gauges, timing device and compass,
7. Adequate exposure protection with appropriate quick release weight system, and
8. Compass and knife.

Note: Equipment list is as required by Australian Standard AS 4005.1-2000.

When training involves the use of a boat the boat must comply with the requirements of the relevant regulatory authority, must be attended at all times by a competent attendant and the following shall be available:

1. Safety equipment as required by the relevant regulatory authority,
2. Highly visible float with mermaid line,
3. Descent/ascent line incorporating a safety stop facility,
4. Notebook and pen,
5. Datum marker eg GPS or shot line, and
6. Spare fully charged scuba unit.

During all diving operations, the following emergency first aid equipment shall be readily available along with a competent operator:

1. Appropriate first aid kit with supplies suitable for treating diving injuries, and
2. An oxygen resuscitator capable of delivering 100% oxygen with an adequate supply of oxygen taking into account location and access to medical facilities.

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Suggested Course Timetable

The timetable below is a suggested timetable for a six-day full time course.

FULL TIME (6 DAY) COURSE

Day 1	08:00	**Introduction**
	10:00	**Review** (Scuba Learning Modules – 24, 25 & 26)
	12:00	Lunch
	13:00	Practical Skills Teaching (Minimum 2 per candidate)
	15:00	Classroom Presentations (2 per candidate)
	17:00	**Review** (Scuba Learning Module – 23)
	18:00	Dinner
	19:00	Spare
Day 2	08:00	Student Dive Leadership (Group Exercise)
	10:00	Classroom Presentations (Minimum 2 per candidate)
	12:00	Lunch
	13:00	Practical Skills Teaching (Minimum 2 per candidate)
	15:00	Classroom Presentations (Minimum 2 per candidate)
	17:00	**Review** (Scuba Learning Module – 27)
	18:00	Dinner
	19:00	Spare
Day 3	08:00	Student Dive Leadership (Group Exercise)
	10:00	Classroom Presentations (Minimum 2 per candidate)
	12:00	Lunch
	13:00	Practical Skills Teaching (Minimum 2 per candidate)
	15:00	Classroom Presentations (Minimum 2 per candidate)
	17:00	**Review** (Scuba Learning Module – 28)
	18:00	Dinner
	19:00	Spare
Day 4	08:00	Student Dive Leadership (One per candidate)
	10:00	Classroom Presentations (2 per candidate)
	12:00	Lunch
	13:00	Practical Skills Teaching (Minimum 2 per candidate)
	15:00	Classroom Presentations (Minimum 2 per candidate)
	17:00	**Review** (Scuba Learning Module – 29)
	18:00	Dinner
	19:00	Spare
Day 5	08:00	Student Dive Leadership (One per candidate)
	10:00	Classroom Presentations (Minimum 2 per candidate)
	12:00	Lunch
	13:00	Practical Skills Teaching (Minimum 2 per candidate)
	15:00	Classroom Presentations (Minimum 2 per candidate)
	17:00	**Review** (Scuba Learning Module – 30)
	18:00	Dinner
	19:00	Spare
Day 6	08:00	Student Dive Leadership (One per candidate)
	10:00	**Dive School Administration** (A review of the AUSI Instructor Manual)
	12:00	Lunch
	13:00	**Diving Knowledge** (Closed Book Written Examination)
	16:00	**Results & Debrief**
Day 7	08:00	Spare
	10:00	Spare
	12:00	Lunch
	13:00	Spare
	15:00	Spare

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INSTRUCTOR DEVELOPMENT

Introduction

The following materials are required for the introductory session:

1. **AUSI Scuba Instructor Course Notes**,
2. *AUSI Medical History Form or approved equivalent,* and
3. *AUSI Level II Scuba Instructor Training Record.*

During the introductory session, which must be done before any practical sessions are conducted, the AUSI Scuba Instructor Trainer is required to do the following:

1. Have each candidate complete the *AUSI Medical History Form* or approved equivalent and check carefully,
2. Sight and record evidence that each candidate has met all course prerequisites,
3. Have each candidate fill-in and sign the prerequisite section of the *AUSI Level II Scuba Instructor Training Record* and counter sign,
4. Explain the AUSI Pathway and where the current course fits in,
5. Explain the responsibilities of an AUSI Level II Scuba Instructor,
6. Explain the structure of the AUSI Level II Scuba Instructor Update Course,
7. Explain assessment procedures,
8. Discuss the course timetable,
9. Discuss the course equipment requirements,
10. Explain the requirements for certification, and
11. Explain the requirements for registration and annual renewal.

The recommended text books for those students wishing to do further reading are:

1. **Recreational Scuba Diving** – Sinclair & Kenley,
2. **Oxygen First Aid** - J. Lippmann,
3. **The DAN Emergency Handbook** - J. Lippmann & S. Bugg,
4. **The Sport Diving Medical** - Parker
5. **Scuba Safety In Australia** - Wilks, Knight & Lippmann, and
6. **Diving Medicine for Scuba Divers** - Edmonds, McKenzie & Thomas.

All texts are available from AUSI Head Office.

Theory Sessions

Whilst the AUSI Level II Scuba Instructor course is primarily, an assessment based presentation course, AUSI Scuba Instructor Trainers are to conduct a review the eight theory presentations in the **AUSI Scuba Instructor Course Notes**.

Namely:

AUSI Philosophy	*(AUSI Scuba Learning Module 23)*
Classroom Teaching	*(AUSI Scuba Learning Module 24)*
Practical Skills Teaching	*(AUSI Scuba Learning Module 25)*
Student Dive Leadership	*(AUSI Scuba Learning Module 26)*
Student Assessment & Certification	*(AUSI Scuba Learning Module 27)*
Continuing Education	*(AUSI Scuba Learning Module 28)*
Medical Aspects of Diving	*(AUSI Scuba Learning Module 29)*
Legal Aspects of Diving Instruction	*(AUSI Scuba Learning Module 30)*

Candidates must have their own copy of the **AUSI Instructor Course Notes**.

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Candidate Presentations

The overall aim of candidate presentations is to have the candidate present various aspects of the entire AUSI Level I & II Open Water Course. All presentations are to be assessed and AUSI Scuba Instructor Trainers are to ensure theory knowledge, teaching skills, diving skills and leadership qualities are discussed to enhance candidate knowledge and skill.

Where relevant, the candidate will use the AUSI Level I and Level II Scuba Diver Teaching Guidelines, AUSI Level I and II Scuba Diver Course Notes ie the AUSI Open Water Scuba Diving Manual and AUSI Cue Cards as a guide to each presentation.

There are three teaching areas to be covered:

1. Classroom Teaching,
2. Practical Skills Teaching, and
3. Student Dive Leadership.

Each presentation is to be assessed using the relevant AUSI Assessment Form and assessment forms must be filed in the candidate's course file.

Using the AUSI Assessment Forms

The AUSI Assessment Forms are designed to give a competency-based result ie either a pass or a fail. A performance mark is also given that acts as a guide to the candidate's overall performance.

Performance is rated according to the following criteria:

< 60	unsatisfactory
60-70	poor
71-80	average
81-90	good
> 90	excellent.

For example, FAIL/83 means key elements were missed but the overall performance was good
PASS/67 means key elements were present but the overall performance was poor.

When calculating the performance mark, assessors are to deduct full point value when a point is missed or not made strongly enough eg. if a candidate gives a reason to learn but it was not very good or not very convincing then it is scored as being given but no marks are allocated.

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1. **Classroom Teaching**

During the course, the candidate must present a minimum of 12 "micro-lessons" ie short 10-15 minute complete lessens, of which at least eight must be different core topics.

To pass the classroom teaching section of the course the last five presentations have to be core topics and at least four of the last five presentations must be a "pass" standard.

Core topics are listed below:

AUSI Scuba Learning Module 1:		**AUSI Scuba Learning Module 3:**	
Pressure	Page 4	Using the QED Table	Pages 32 & 33
Effects of Pressure	Page 5	Understanding Water Movement	Pages 36 & 37
Buoyancy	Pages 6 & 7	Scuba Cylinders	Page 47
Gas Spaces	Pages 8 & 9	Regulators	Page 48
Ears & Diving	Pages 10 & 11	**AUSI Scuba Learning Module 4:**	
Lungs & Diving	Pages 12 & 13	Shock	Page 54
AUSI Scuba Learning Module 2:		Severe Bleeding & Envenomation	Page 55
Partial Pressures	Pages 17 & 18	Exposure	Page 56
Hyperventilation	Page 19	Diving First Aid & Oxygen	Pages 58 & 59
Carbo Dioxide	Page 20	Ear Injuries	Pages 60 & 61
Nitrogen Narcosis	Page 22	Potentially Dangerous Marine Animals	Pages 62 & 63
Gas Diffusion	Page24	Diver's First Aid Flow Chart	Page 65
Decompression Illness	Page25		

Micro lessons must be carefully assessed using the *AUSI Classroom Teaching Assessment Form* with the assessing instructor carefully recording what they see and making relevant comments.

Candidates should be encouraged to use the AUSI Classroom Lesson Planner when planning and presenting classroom presentations.

After completion of each presentation the assessing instructor must give the candidate carefully worded feedback on their performance. It is important that feedback be as positive and constructive as possible while at the same time paying attention to the candidate's theory knowledge.

If the audience used for the presentation is a manufactured audience ie not real students, then the audience must be briefed to behave and answer questions as real students would be expected to behave. Unruly behaviour and giving stupid answers is clearly unacceptable and only serves to unnecessarily upset the candidate.

Candidates must present as many different topics as possible and be exposed to as much of the complete AUSI Level II Scuba Diver course as possible. Broad exposure will also help candidates improve their theory knowledge.

If a candidate fails a presentation then it should be repeated at a later stage during the course.

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2. **Practical Skills Teaching**

During the course, the candidate must present a minimum of ten "micro-lessons" ie short 10-15 minute complete lessens, of which at least seven must be different core topics.

To pass the practical skills teaching section of the course the last five presentations have to be core topics and at least four of the last five presentations must be a "pass" standard.

Core topics are listed below:

a. Entry & exit procedures:
    i. Seated Entry, and
    ii. Step Entry,
b. Underwater clearing of water from a regulator by two methods,
c. Regulator retrieval,
d. Descent & ascent procedures,
e. Mask clearing,
f. Use of an alternative air source in an emergency,
g. Deep water descents & ascents,
h. Underwater buoyancy control:
    i. Fin Pivot, and
    ii. Hover,
i. Surface rescue procedures,
j. Recovery of an unconscious diver,
k. Weight belt removal and replacement:
    i. On the surface, and
    ii. At depth.
l. Scuba removal and replacement:
    i. On surface, and
    ii. At depth,
m. Scuba rescue techniques.

Micro lessons must be carefully assessed using the *AUSI Scuba Practical Skills Teaching Assessment Form* with the assessing instructor carefully recording what they see and making relevant comments.

After completion of each presentation the assessing instructor must give the candidate carefully worded feedback on their performance. It is important that feedback be as positive and constructive as possible while at the same time paying attention to the candidate's personal diving skills and safety.

If the audience used for the presentation is a manufactured audience ie not real students then the audience must be briefed to behave and answer questions as real students would be expected to behave. Unruly behaviour and giving stupid answers is clearly unacceptable and only serves to unnecessarily upset the candidate.

In practical presentations the candidate must be given problems to solve including group control. Given problems must resemble situations that would be experienced with real students. Once a problem has been identified and solved and/or the candidate has regained control then the lesson should be allowed to proceed. It is also important not to overload the lesson with too many problems to solve; one or two problems per lesson are quite adequate.

Candidates must present as many different topics as possible and must show an understanding of extension skills and how they apply to each skill, where relevant.

If a candidate fails a presentation then it should be repeated at a later stage during the course.

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3. **Student Dive Leaderships**

During the course, the candidate must be involved in a minimum of eight dive leadership exercises including at least two complete exercises in open water, at least five of the exercises must be a "pass" standard.

To pass the student dive leadership section of the course the last complete open water exercise must be a "pass" standard.

Student dive leadership exercises are to be chosen from the following list:

a. General brief, equipment organisation & arrival,
b. Dive brief,
c. Gear up, entry & surface control,
d. Final Brief, descent, underwater swimming & ascent, and
e. Surface control, exit & dive end.

The aim of the student dive leadership exercises is to primarily prepare the AUSI Level II Scuba Instructor candidate for the role of conducting open water scuba dives. The AUSI Level II Scuba Instructor candidate needs to also understand all key elements of dive leadership.

The dive leadership exercise should be conducted with one of the candidates acting as the instructor and at least two mock students that should include the other candidates and an AUSI Scuba Instructor Trainer or assistant who must be a minimum of an AUSI Level II Scuba Instructor.

During the first session or two use a pool or easy access dive site to allow as many repetitions of the dive leadership sequence as possible. Concentrate on developing the sequence and keep student problems to a minimum.

The dive leadership exercise should be as realistic as possible with the mock students presenting realistic problems that the AUSI Scuba Instructor Trainer or the assistant has briefed them on. There should not be more than two problems to solve per presentation and the candidate should also be given a group control incident to deal with such as potential separation, surface problem such as cramp or distraction. An *AUSI Scuba Student Dive Leadership Assessment Form* must be used by the AUSI Scuba Instructor Trainer (or assistant) and should be discussed in detail during the debrief session.

The AUSI Scuba Instructor Trainer must ensure that candidates are not put into potentially dangerous situations when performing as mock students with problems or as the dive leader. Only take the scenario to the point where the lesson can be learnt without endangering safety.
Exercises should be conducted so each candidate performs the in-water section of the dive leadership as the instructor. The underwater phase of the exercise need take no longer than ten minutes, enough time to attempt a separation, have an incident and see that a number of air checks are completed. Keep the depth of the dive shallow, ideally 3 - 6 metres (10-20'), so repetitive dives can be done safely to allow all candidates to lead the in-water section.

Candidates should use available materials eg **AUSI Scuba Dive Leadership Cue Card,** so that the dive leadership includes all required components.

When conducting the exercise as a group exercise then it is suggested that the dive leadership be sectioned according to the above list.

Once in the water have the candidates, in turn, takeover on surface and perform surface control, final brief, descent, dive, ascent, and surface control. Each candidate should be given a quick debrief whilst still in the water at the conclusion of their part in the exercise before the next candidate takes over their turn.

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ASSESSMENT GUIDELINES

To be upgraded to an AUSI Level II Scuba Instructor the candidate must gain a pass in each of the following areas:

1. Diving Theory Knowledge,
2. Classroom Teaching,
3. Practical Skills Training, and
4. Student Dive Leadership.

During the course every presentation made by the AUSI Level II Scuba Instructor candidate is to be assessed using the relevant AUSI Assessment Form.

All assessment forms and examination papers must be kept in the candidate's course file and all results summarised on the *AUSI Level II Scuba Instructor Training Record*.

Note: The AUSI Level I Scuba Instructor training course and the AUSI Level II Scuba Instructor update course can be combined into a single course. If combined into a single course then the final assessment, conducted by an independent AUSI Level VIII Scuba Instructor or higher, must be conducted at the conclusion of the course as per the AUSI Level I Scuba Instructor Teaching Guidelines, where teaching topics must be chosen from the topic lists in the relevant section of these Teaching Guidelines. In this case the pass mark for the AUSI Scuba Instructor Diving Theory Knowledge Exam must meet the criteria outlined in the AUSI Level II Scuba Instructor Teaching Guidelines.

Diving Theory Knowledge

1. A closed book written exam based on current diving general theory is to be conducted at the conclusion of the AUSI Level II Scuba Instructor Course and marked by the independent AUSI Examiner.
2. The minimum mark required for a "pass" is 85% and a mark less than 75% is deemed a "fail". If the candidate scores between 75% and 84% the AUSI Examiner can, at their discretion, conduct an oral examination to clarify areas of the candidate's knowledge. If an oral is conducted another AUSI Level VII Scuba Instructor or higher must act as a witness.
3. In the event of the candidate failing the exam an immediate retest is not allowed. The candidate can retest no earlier than 30 days and no later than 90 days after the original exam.
4. The exam must be placed in the candidate's course file.

Classroom Teaching

To pass the classroom teaching section of the course at least four of the last five presentations must be a "pass" standard.

Practical Skills Teaching

To pass the practical skills teaching section of the course at least four of the last five presentations must be a "pass" standard.

Student Dive Leadership

To pass the student dive leadership section of the course the last complete open water exercise must be a "pass" standard.

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DETERMINING RESULTS

After reviewing all assessment results the AUSI Scuba Instructor Trainer will award one of the following results:

1. Pass,
2. Provisional Pass, or
3. Fail.

Pass

Awarded when the candidate achieves a pass in each of the following:

1. AUSI Scuba Instructor Theory Knowledge Examination,
2. Classroom Teaching Assessment,
3. Practical Skills Teaching Assessment,
4. Student Dive Leadership Assessment,

Note: Items 2, 3, & 4 are regarded as teaching areas.

Provisional Pass

Only awarded if the candidate fails the AUSI Scuba Instructor Theory Knowledge Examination and/or no more than one teaching area.

Retests in provisional areas can only be conducted at least 30 days and no more than 90days after the conclusion of the course and must be conducted by an AUSI Level VII Scuba Instructor or higher.

Fail

Awarded when the candidate fails more than one teaching area.

The candidate must be given at least 30 days and no more than 90 days before undergoing a full re-examination, which is to be conducted by an AUSI Level VII Scuba Instructor. In the interim the candidate must observe at least one full AUSI Level I & II Scuba Diver.
If the candidate does not sit a re-exanimation prior to the 90-day period then they are required to complete another AUSI Level II Scuba Instructor course.

Retests

Theory Knowledge

A retest for theory knowledge must be conducted as outlined on page 9 of these AUSI Teaching Guidelines.

Teaching Areas

Retests for teaching areas must be conducted formally by an AUSI Level VII Scuba Instructor or higher, as per the final assessment criteria set out in the AUSI Level I Scuba Instructor Teaching Guidelines.

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DEBRIEF

The results, in writing, must be given to the candidate at the conclusion of the final examination phase of the course prior to an individual debrief.

The debrief must be conducted in private, by the independent AUSI Examiner and the AUSI Scuba Instructor Trainer.

During the debrief strengths and weaknesses must be brought to the attention of the candidate. The candidate must also be given an opportunity to review their file.

REGISTRATION PROCEDURES

At the conclusion of the course the AUSI Scuba Instructor Trainer is to forward the following to AUSI Head Office:

1. Candidates course file with all assessment forms and exams,
2. Completed *AUSI Level II Scuba Instructor Training Record,*
3. Completed *AUSI Professional Annual Renewal Form,* and
4. Appropriate AUSI Fee.

The AUSI Certification Card and AUSI Wall Certificate, if ordered prior to the examination phase, can only be presented when the above items are in place to the satisfaction of the independent AUSI Level VIII Scuba Instructor acting as the AUSI Examiner.

If AUSI Certification Cards and AUSI Wall Certificates were not ordered prior to the final examination then AUSI Head Office will forward them to successful candidates upon receipt of the above listed items.

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AUSI LEVEL II SCUBA INSTRUCTOR

COURSE MATERIALS

AUSI PROFESSIONAL TRAINING PROGRAM APPLICATION FORM

AUSI PROFESSIONAL TRAINING APPLICATION FORM

AUSI MEDICAL HISTORY FORM

AUSI LEVEL II SCUBA INSTRUCTOR TRAINING RECORD

AUSI CLASSROOM LESSON PLANNER

AUSI CLASSROOM TEACHING ASSESSMENT FORM

AUSI SCUBA PRACTICAL SKILL TEACHING ASSESSMENT FORM

AUSI STUDENT SCUBA DIVE LEADERSHIP ASSESSMENT FORM

AUSI PROFESSIONAL ANNUAL RENEWAL FORM

Please photocopy the forms for use as necessary from this section of your AUSI Instructor Manual.
OR
Registered instructors can download an AUSI Scuba Instructor Trainer Pack from www.ausi.com.au.

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Form 4 (0809) - AUSI PROFESSIONAL TRAINING PROGRAM APPLICATION FORM

Facility Name: _____

Address: _____

_____ **Postcode:** _____

Telephone: **Business:** _____ **Mobile:** _____

Facsimile: _____ **Private:** _____

E-mail: _____

Name of proposed Course Director: _____ **AUSI No.** _____

Names of proposed Staff Instructors: _____ **AUSI No** _____

_____ **AUSI No** _____

_____ **AUSI No** _____

_____ **AUSI No** _____

Type of Program:

AUSI Snorkel Swimmer Instructor	
AUSI Snorkel Guide	
AUSI Snorkel Diver Instructor	
AUSI Level I Scuba Instructor	
AUSI Level II Scuba Instructor	

Proposed format of program: Full time/Part time

Proposed number of candidates:

If an independent AUSI Examiner is required, proposed examination dates:

NOTE: *All candidates must pre-register with AUSI Head Office and pay appropriate fee prior to commencing course. Please use* ***Form 13 AUSI Professional Training Application Form (0809)***

Proposed location of program: _____

Other relevant information including proposed assistants:

_____

_____

_____

_____

_____

_____

To the best of my knowledge the above information is true and correct and I agree that my Facility will always abide by AUSI Standards, AUSI Procedures and AUSI Teaching Guidelines when conducting AUSI Programs.

Signed: _____ **Name:** _____

Date: _____

Photocopy for your records and forward completed form to AUSI Head Office at least 60 days prior to the commencement date of the program.

AUSI PO Box 202 Queenscliff Victoria 3225 AUSTRALIA or Fax: +61 3 5255 4455 or E-mail: info@ausi.com.au

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Form 13 (0809) - AUSI Professional Training Application Form

Name: _____ **Referred by:**

Address: _____

_____ **Postcode:** _____

Phone: _____ **Mobile:** _____

E-mail: _____ **Facsimile:** _____

Facility: _____ **Facility Phone:** _____

Course applied for:

Snorkel Swimming Instructor	☐		
Snorkel Guide	☐		
Snorkel Diver Instructor	☐		
Scuba Instructor	☐	Level	☐

Current highest diving certification:

Agency _____

Level _____

Number _____

Date _____

To be conducted by: _____ **Date:** _____

Number of non-instructional scuba dives:

Total:	☐	
Night:	☐	
Deep:	☐	30-40m (100-133')
Drift:	☐	

The following MUST accompany this application form: (*Scanned documents can be sent by e-mail*)

Appropriate fee (see below – cheque made out to AUSI or credit card)	☐
Two passport photographs **OR** one electronic passport photograph to: info@ausi.com.au	☐
Copy of current highest diving certification	☐
Copy of current medical (Australian Scuba Professionals require AS/NZ 2299.1)	☐
Copy of current work place first aid or approved equivalent	☐
Copy of current CPR or approved equivalent	☐
Copy of current oxygen provider or approved equivalent	☐
Other relevant teaching, instructing or coaching qualifications	☐

AUSI Fees:	**AUD**		**Includes AUSI Membership to end of current year plus:**
Snorkel Swimming Instructor	$55	☐	Course Notes & Workbook
Snorkel Guide	$55	☐	Course Notes & Workbook
Snorkel Diver Instructor	$110	☐	Course Notes, Workbook & Training Record
Scuba Instructor	$880	☐	Course Notes, Workbook, Training Record & Examination

Credit Card Payment Type of Card: Visa ☐ MasterCard ☐ Bankcard ☐

Amount authorised _____ Card Number ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Card Holder _____ Signature _____ Exp. Date ___ / ___

Applicant's Declaration: I hereby declare that the information provided in this application is to the best of my knowledge true and correct and I agree to abide by AUSI Standards, AUSI Procedures and AUSI Teaching Guidelines when conducting AUSI Programs and I understand that materials I can download from www.ausi.com.au are protected by international copyright laws and that downloaded materials can only be used for my own personal use unless I have received written authorisation from AUSI Pty Ltd. I further acknowledge that I have read and agree to the terms and conditions as specified in the AUSI Open Licence agreement. I also understand that my personal information will not be passed on to any third party by AUSI without my express permission. I further declare that to the best of my knowledge I am not under any outstanding ethics complaint.

Applicant's signature: _____ Date: _____

Return completed form with relevant documentation and payment to:

AUSI PO Box 202 Queenscliff Victoria 3225 AUSTRALIA

Fax: +61 3 5255 4455 **E-mail: info@ausi.com.au**

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Form 1 (0708) - AUSI MEDICAL HISTORY FORM

This form is used for the assessment of potential problems for persons wishing to partake in AUSI Snorkel or AUSI Scuba programs. In the interest of your safety it is important that you give true, full and complete answers to all questions. Your instructor may advise you to have a full diving medical before diving or may recommend that you do not dive at all.

IMPORTANT: Do you understand that incorrect or misleading information can lead to serious injury resulting in permanent damage or death? YES ☐ NO ☐

A. PERSONAL DETAILS

Name _____ Date of Birth ___/___/___

Address _____

Contact Email: _____ Mobile: _____ Phone: _____

Sex : Male ☐ Female ☐ Occupation _____

Where did you hear about this course? _____

B. GENERAL INFORMATION

	YES	NO	
1. Are you a non-swimmer?	☐	☐	
2. Have you ever had trouble in water?	☐	☐	Details _____
3. Have you scuba dived previously?	☐	☐	Details _____
4. Are you in good health?	☐	☐	Details _____
5. Are you on any medication?	☐	☐	Details _____
6. Operations within the last six months?	☐	☐	Details _____
7. Is there a family history of heart disease?	☐	☐	Details _____
8. Do you have any disease or disability	☐	☐	Details _____
9. Do you smoke?	☐	☐	

Pack Years (Should be < 10)

Cigarettes per day ☐ Multipliy by years of smoking ☐ Divide by 20 = ☐

	YES	NO
10. Have you consumed alcohol or any other drugs within the last 24 hours?	☐	☐
11. Will you be flying or going to altitudes above 300m within 24 hours after your last scuba dive?	☐	☐

Do you suffer from, or have you ever suffered any of the following?

12. Ear problems when flying or diving	☐	☐	16. Migraine or severe headache	☐	☐
13. Ruptured eardrum	☐	☐	17. Depression, claustrophobia or panic attacks	☐	☐
14. Chronic ear discharge or infection	☐	☐	18. Back problems	☐	☐
15. Sea sickness	☐	☐	19. Recompression for a diving related illness	☐	☐

C. MEDICAL HISTORY - Do you suffer from, or have you ever suffered any of the following?

	YES	NO		YES	NO
1. Ear surgery (other than drainage)	☐	☐	11. Pneumothorax (collapsed lung)	☐	☐
2. Persistent ringing noises or deafness	☐	☐	12. Persistent fainting or blackouts	☐	☐
3. Persistent loss of balance	☐	☐	13. Head injury requiring hospitalisation	☐	☐
4. Persistent allergies affecting nose/sinuses	☐	☐	14. Epilepsy or fits	☐	☐
5. Persistent cough or coughing blood	☐	☐	15. Any brain or spinal disorder	☐	☐
6. Recurrent chest/lung infections/problems	☐	☐	16. Diabetes	☐	☐
7. Abnormal chest pain	☐	☐	17. Heart disease	☐	☐
8. Chest surgery (heart or lung)	☐	☐	18. High blood pressure	☐	☐
9. Abnormal shortness of breath	☐	☐	19. Pulse irregularities	☐	☐
10. Asthma, wheezing or use of a puffer	☐	☐	20. Are you pregnant. or trying to be pregnant?	☐	☐

D. DECLARATION

I certify that the above information is true and complete to the best of my knowledge and I hereby authorize Dr _____ Phone # _____ to supply medical information relevant to this course regarding me to my instructor in my own personal interest.

Student's signature _____ Date ___/___/___

Instructor's signature _____ Instructor #: _____

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AUSI LEVEL II SCUBA INSTRUCTOR COURSE TRAINING RECORD (0608 – 1/2)

Candidate's Name: _____ **Course No.:** _____

Course Director: _____ **AUSI No.:** _____

Course Location: _____ **Course Date:** _____

AUSI Facility: _____ **Facility No.:** _____

PREREQUISITES

Certified AUSI Level I Instructor	Date	_____	Agency / Cert. No.	_____
Minimum diving equipment	Date	_____		
Medical Certificate (AS/NZS2299.1)	Date	_____	Doctor's Details	_____
Work Place First Aid	Date	_____	Issued by	_____
CPR Certificate	Date	_____	Issued by	_____
Oxygen Provider Certificate	Date	_____	Issued by	_____
Internship (Open Water course)	Date	_____	Details	_____
Internship (Open Water course)	Date	_____	Details	_____

INSTRUCTOR DEVELOPMENT LECTURE REVIEW

	Date	Instructor's Name	AUSI No.
AUSI Philosophy			
Classroom Presentations			
Practical Skills Training			
Ocean Training Dives			
Student Assessment & Certification			
Continuing Education			
Medical Aspects			
Legal Aspects			
Dive School Administration			

CLASSROOM PRESENTATIONS

	Date	Topic	Result	Mark	Assessor's Name / No.
1		Pressure Depth Relationship			
2		Boyles Law			
3		Buoyancy			
4		Ears			
5		Lung Pressure Injuries			
6		Daltons Law			
7		Henrys Law			
8		Decompression Illness			
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

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AUSI LEVEL II SCUBA INSTRUCTOR COURSE TRAINING RECORD (0608 – 2/2)

Candidate's Name: _____ **Course No.:** _____

PRACTICAL SKILLS TRAINING PRESENTATIONS

	Date	Topic	Result	Mark	Assessor's Name / No
1		Mask Clearing			
2		Regulator Skills			
3		Alternate Air Drill			
4		Descent & Ascents			
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

DIVE LEADERSHIP PRESENTATIONS

	Date	Topic/Dive Site	Result	Mark	Assessor's Name / No
1					
2					
3					
4					
5					
6					
7					
8					

SCUBA THEORY KNOWLEDGE EXAMINATION

Date	Location	Result	Mark	Assessor's Name / No

RESULTS SUMMARY:

Classroom Teaching _____ Dive Leadership Presentations _____

Practical Skills Training Presentations _____ Scuba Theory Knowledge Examination _____

OVERALL RESULT: _____ **(Pass/Provisional/Fail)**

AUSI LEVEL II SCUBA INSTRUCTOR TRAINING COURSE
Course Director's Declaration

I hereby state that the above record of training is true and correct.

Course Director's Name: _____ Signature: _____ Date: _____

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9. ESTABLISH UNDERSTANDING

10. RESTATE IMPORTANT POINTS

11. END STATEMENT

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TOPIC

MATERIALS

AIMS

PRIOR KNOWLEDGE

==========

1. INTRODUCTIONS (SMILE & NAME ON BOARD)
2. PAPERWORK
3. LESSON REVIEW FOR PREVIOUS LESSON
4. TOPIC ON BOARD
5. REASON TO LEARN
6. SCOPE
7. START POINT

8. CONTENT AND BOARD PLAN

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AUSI CLASSROOM PRESENTATION ASSESSMENT FORM

Candidates Name: _____ **Date:** _____

Assessors Name: _____ **Instructor #:** _____

Topic: _____ **Core: Y / N** **Lesson #:** _____

Time Started: _____
Time Finished: _____
Time Taken: _____
Time Allowed: _____

START	Must	Should	Value	Deduct	COMMENTS
Name - self		❑	1		
Name - students		❑	1		
SRF/Log Book		❑	1		
Lesson Review		❑	2		
INTRODUCTION					
Topic - verbal	❑		1		
Topic - written		❑	1		
Reason to learn	❑		4		
Scope - verbal	❑		4		
Scope - written		❑	1		
Start linked to prior learning		❑	3		
AIDS					
Whiteboard ❑ or OHP ❑ as major aid	❑		2		
Planned major aid		❑	3		
Effective use of major aid		❑	3		
Course notes used		❑	1		
Other aids used		❑	2		
Effective use of other aids		❑	3		
Not constantly talking to board		❑	1		
QUESTIONS					
Questions used	❑		4		
Feedback given		❑	2		
Relevant		❑	2		
Listening to answers		❑	3		
Not constantly answering own questions		❑	1		
Effective class involvement		❑	3		
CONTENT					
All essentials covered	❑		3		
Information is relevant		❑	2		
Logical sequence		❑	3		
Any new terminology explained		❑	1		
Correct use of terminology		❑	1		
Use of students previous knowledge		❑	3		
Adequate theory knowledge		❑	3		
GENERAL					
Voice clear	❑		2		
Eye contact		❑	1		
Good personal presentation		❑	2		
Enthusiastic		❑	3		
Organised		❑	2		
Own experiences used		❑	3		
Use of neutral language (eg no swearing or slang)		❑	2		
Correct spelling		❑	1		
No annoying tics or repetitive phrases		❑	2		
Class controlled	❑		4		
Classroom arrangement		❑	2		
No distractions in classroom		❑	1		
END					
Establish understanding	❑		4		
Restatement of main points	❑		4		
Effective conclusion		❑	2		
POSSIBLE	10	35		100	
TOTALS					**PASS / FAIL**
MINIMUM REQUIRED	9	24		**SCORE**	
WAS LESSON SAFE? (NO = FAIL) - explain why!	❑				

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General Note: If one of the essential points is missed a pass can still awarded but the same point cannot be missed in any subsequent lessons. An UNSAFE lesson **MUST** fail!.

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AUSI PRACTICAL PRESENTATION ASSESSMENT FORM

Candidates Name: _____ **Date:** _____

Assessors Name: _____ **Instructor #:** _____

Topic: _____ **Core: Y / N** **Lesson #:** _____

Time Started: _____
Time Finished: _____
Time Taken: _____
Time Allowed: _____

INTRODUCTION	Must	Should	Value	Deduct	Comments
Name - self		❑	1		
Name - students		❑	1		
Buddy pairs	❑		1		
Buddy checks	❑		1		
Instructor double check		❑	2		
Instructor's gear checked		❑	1		
Effective positioning		❑	2		
THE SKILL					
Name of skill		❑	1		
Any new terminology defined		❑	2		
Reason to learn skill	❑		3		
Teaching points in logical order		❑	3		
All crucial teaching points covered	❑		3		
DEMONSTRATION					
Demonstration of skill	❑		3		
Demonstration is correct		❑	3		
Demonstration is slow & clear		❑	2		
Restatement of teaching points		❑	2		
PRACTICE					
Surface practice		❑	2		
Underwater practice		❑	2		
First attempt observed		❑	3		
Corrections made		❑	3		
Repetition	❑		3		
Instructor observing practice		❑	3		
Problems identified & solved	❑		3		
Students kept busy		❑	3		
Debrief on practice		❑	3		
Debrief includes positive encouragement		❑	2		
Appropriate extension skills used		❑	2		
DESCENT & ASCENT PROCEDURES					
Clear instructions before descent		❑	1		
Warnings - ears & lungs	❑		3		
Correct descent procedure		❑	3		
Correct ascent procedure		❑	3		
Correct surface drill	❑		3		
GENERAL					
Voice clear	❑		3		
Constant air checks	❑		3		
Class controlled	❑		3		
Masks on faces	❑		3		
Instructors equipment in good condition		❑	1		
Enthusiastic		❑	2		
Organised		❑	2		
Use of neutral language (eg no swearing or slang)		❑	2		
No annoying tics or repetitive phrases		❑	2		
Students involved using questions		❑	2		
Effective use of time		❑	3		
END					
Effective conclusion		❑	1		

	Must	Should		Deduct	
POSSIBLE	13	31		100	
TOTALS					**PASS / FAIL**
MINIMUM REQUIRED	12	20		**SCORE**	
WAS LESSON SAFE? (NO = FAIL) - explain why!	❑				

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General Note: If one of the essential points is missed a pass can still awarded but the same point cannot be missed in any subsequent lessons. An UNSAFE lesson **MUST** fail!.

..

AUSI DIVE LEADERSHIP ASSESSMENT FORM (Pre Dive)

Candidates Name: _____ **Date:** _____

Assessors Name: _____ **Instructor #:** _____

Site: _____ **Type:** _____ **Dive #:** _____

Time Started: _____
Time Finished: _____
Time Taken: _____
Time Allowed: _____

GENERAL BRIEF	Must	Should	Value	Deduct	Comments
Introduction		❑	1		
Site description		❑	2		
Purpose		❑	2		
Equipment requirements		❑	1		
What equipment checks are to be done		❑	1		
Extra weight for ocean (if applicable)		❑	1		
Extra equipment (eg hat, sun screen, towel etc)		❑	1		
Check students health	❑		5		
Transportation & loading equipment		❑	1		
Directions to site		❑	1		
Time to meet		❑	1		
EQUIPMENT					
Equipment checks of students gear		❑	2		
Equipment checks of own gear		❑	2		
Appropriate spares (full scuba unit; spares kit)		❑	2		
Appropriate emergency equipment	❑		5		
Flag/float	❑		5		
Appropriate additional equipment (eg reel, slate etc)		❑	2		
Extra weight for instructor		❑	1		
Equipment handled correctly	❑		5		
BOAT (if applicable)					
Introduce skipper		❑	1		
Boat brief	❑		5		
Fill in manifest		❑	2		
Safety equipment check	❑		5		
Check dive flag	❑		5		
Observe students for correct behaviour	❑		5		
ON ARRIVAL					
Check conditions are safe to dive	❑		5		
Help skipper if required		❑	2		
Dive platform readied (eg flag, ladders, lines etc)	❑		2		
DIVE BRIEF					
Brief given (see page 2)	❑				
GEARING UP					
Instructions given		❑	3		
Watching students		❑	2		
Buddy system employed		❑	2		
Buddy checks	❑		5		
Instructor checks - air on	❑		5		
- cylinder full	❑		2		
- weight belt	❑		2		
- mask	❑		2		
- BC	❑		2		
Instructors equipment checked	❑		2		
POSSIBLE	18	21		100	
TOTALS					
MINIMUM REQUIRED	17	14			

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PASS / FAIL

AUSI DIVE LEADERSHIP ASSESSMENT FORM (Dive Brief)

Candidates Name: _____ **Date:** _____

Assessors Name: _____ **Instructor #:** _____

Site: _____ **Type:** _____ **Dive #:** _____

Time Started: _____
Time Finished: _____
Time Taken: _____
Time Allowed: _____

	Must	Should	Value	Deduct	Comments
INTRODUCTION					
Site description & discuss conditions		❑	1		
Emergency facilities		❑	1		
Hazards ®	❑		5		
Purpose of dive		❑	1		
Buddy allocation	❑		2		
GEAR UP					
Gear up instructions (weight belt first)		❑	1		
Buddy system	❑		2		
Buddy checks	❑		2		
ON SURFACE					
Entry	❑		2		
Surface drill	❑		2		
Where to go	❑		2		
DESCENT					
Descent procedures	❑		2		
Ears & lungs	❑		1		
Depth at bottom of descent (ascend if exceeded) ®	❑		2		
Gear adjustment		❑	1		
DURING DIVE					
Skills		❑	1		
Swim direction		❑	1		
Position		❑	1		
Buddy system	❑		2		
Air monitoring	❑		2		
Max depth	❑		2		
Max bottom time	❑		2		
Low air warnings	❑		2		
ASCENT					
Rate	❑		3		
Buoyancy (use of BC)	❑		3		
Lungs	❑		2		
Safety stops	❑		2		
ON SURFACE					
Surface drill	❑		2		
Exit		❑	1		
DIVE END					
Gear removal		❑	1		
Gear stowage		❑	1		
EMERGENCY PROCEDURES					
Lost buddy or instructor	❑		3		
Caught in current (if applicable) ®	❑		3		
Out of air	❑		3		
Signals ®	❑		3		
Ear problems ®	❑		3		
POSSIBLE	25	11		70	
TOTALS					
MINIMUM REQUIRED	24	7			

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® These points are not covered elsewhere in the diveleadership so must be covered here!! All other "must" points can be picked up eleswhere.

PASS / FAIL

AUSI DIVE LEADERSHIP ASSESSMENT FORM (The Dive)

Candidates Name: _____ **Date:** _____

Assessors Name: _____ **Instructor #:** _____

Site: _____ **Type:** _____ **Dive #:** _____

Time Started: _____
Time Finished: _____
Time Taken: _____
Time Allowed: _____

ENTRY & SURFACE	Must	Should	Value	Deduct	Comments
Safe and appropriate entry	❑		5		
Surface control - positive buoyancy	❑		2		
- masks on	❑		2		
- snorkel or regulator in mouth	❑		2		
- buddy pairs	❑		2		
- group controlled	❑		2		
Final brief - bottom time	❑		2		
- max depth	❑		2		
- low air levels	❑		2		
- buoyancy	❑		2		
- lost buddy	❑		2		
- ears & lungs	❑		2		
- out of air	❑		2		

Can tick if in main brief and not here but no score is to be given

DESCENT					
Reg exchange		❑	2		
Pop ears	❑		5		
Group descent (instructor in control)	❑		5		

AT DEPTH					
Gear adjustment		❑	2		
Buoyancy - fin pivot		❑	2		
Buddy system	❑		5		
Group control	❑		5		
Constant air checks	❑		5		
Maintain interest		❑	5		

ASCENT					
Clear signal		❑	2		
Group ascent (instructor in control)	❑		5		
Emphasise air out of BC		❑	3		
Correct ascent rate		❑	3		
Safety stops		❑	2		

ON SURFACE					
Positive buoyancy	❑		5		
Reg to snorkel exchange		❑	2		
Masks on	❑		2		
Snorkel or regulator in mouth	❑		2		
Buddy pairs	❑		2		
Group controlled by instructor	❑		5		
Controlled exit		❑	2		

	Must	Should		
POSSIBLE	24	10		100
TOTALS				**PASS / FAIL**
MINIMUM REQUIRED	23	7		

SAFETY					
WERE ANY INCIDENTS CONTROLLED?	❑				
WAS SEPARATION PREVENTED?	❑				
WAS DIVE SAFE (explain why not)	❑				

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AUSI DIVE LEADERSHIP ASSESSMENT FORM (Post Dive)

Candidates Name: _____ **Date:** _____

Assessors Name: _____ **Instructor #:** _____

Site: _____ **Type:** _____ **Dive #:** _____

Time Started: _____
Time Finished: _____
Time Taken: _____
Time Allowed: _____

REMOVAL & STOWAGE OF GEAR	Must	Should	Value	Deduct	Comments
Buddy system used for gear removal		❑	2		
Correct stowage		❑	2		
BOAT (if applicable)					
Dive sheet completed	❑		4		
Dive platform packed up (eg flag, ladders, lines etc)		❑	2		
HEALTH					
Check OK	❑		5		
Observe		❑	2		
DEBRIEF					
Positive feedback		❑	3		
Correction of techniques	❑		4		
Discuss things seen		❑	2		
Paperwork (log book, student record folder)		❑	2		
End statement		❑	2		
POSSIBLE	3	8		30	
TOTALS					
MINIMUM REQUIRED	3	6			

TOTALS

	Must	Should	Value	
POSSIBLE	18	20	100	
PRE DIVE SCORE				**PASS / FAIL**
MINIMUM REQUIRED	17	14		
POSSIBLE	25	11	70	
DIVE BRIEF SCORE				**PASS / FAIL**
MINIMUM REQUIRED	24	7		
POSSIBLE	24	10	100	
THE DIVE SCORE				**PASS / FAIL**
MINIMUM REQUIRED	23	7		
POSSIBLE	3	8	30	
POST DIVE SCORE				**PASS / FAIL**
MINIMUM REQUIRED	3	6		
POSSIBLE	70	49	300	
OVERALL TOTAL SCORE				**/ 3 =** SCORE ____ %
MINIMUM REQUIRED	67	34		PASS / FAIL

GENERAL COMMENTS

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Form 3 (0809) - AUSI Professional Annual Renewal Form

Name: _____ **AUSI Number:**

Address: _____

_____ **Postcode:** _____

Phone: _____ **Mobile:** _____

E-mail: _____ **Facsimile:** _____

Facility: _____ **Facility Phone:** _____

Renewal for:

Snorkel Swimming Instructor*	☐		
Snorkel Guide*	☐	Level	☐
Snorkel Diver Instructor**	☐	Level	☐
Snorkel Diver Instructor Trainer**	☐	Level	☐
Level VI Professional*	☐		
Scuba Assistant Instructor*	☐		
Level I Scuba Instructor *	☐		
Level II-VI Scuba Instructor**	☐	Level	☐
Scuba Instructor Trainer (LVII)**	☐		
Scuba Instructor Examiner (LVIII)**	☐		

Current highest other diving certification:

Agency: _____

Level: _____

Number: _____

Date: _____

Scuba Instructor Level Upgrade:

Previous Level: ☐ New Level: ☐

Date of Upgrade: _____

Verified by: _____

AUSI No.: _____

Signature: _____

The following MUST accompany this renewal form: (*Scanned documents can be sent by e-mail*)

Appropriate fee (see below) – cheque made to AUSI or credit card or Pay Pal via web site	☐
Two passport photographs **OR** one electronic passport photograph to: info@ausi.com.au	☐
Copy of current medical (Australian Scuba Professionals require AS/NZ 2299.1)	☐
Copy of current work place first aid or approved equivalent	☐
Copy of current CPR or approved equivalent	☐
Copy of current oxygen provider or approved equivalent **OR**	☐
Current oxygen provider instructor or approved equivalent for Level V Scuba and higher	☐
Other relevant current teaching, instructing or coaching qualifications	☐

Annual Snorkel Endorsement: **Certification Duck Dive** (Max. comfortable depth): ☐ m/ft

Assessed by: **Instructor No.** **Date :**

AUSI Annual Renewal Fees:	**AUD**	
***Non-certifying Professionals:**	$55	☐
****Certifying Instructors:**	$110	☐
Instructor Upgrade Card Fee:	$15	☐

Note:
If Annual Renewal is received by 30 November, certifying instructors will have their fee rebated with eight AUSI Certification Forms.
If Annual Renewal is not received by 31 December, AUSI status will be downgraded to inactive.

Credit Card Payment Type of Card: Visa ☐ MasterCard ☐ Bankcard ☐

Amount authorised _____ Card Number ☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

Card Holder _____ Signature _____ Exp. Date ___ / ___

Applicant's Declaration: I hereby declare that the information provided in this application is to the best of my knowledge true and correct and I agree to abide by AUSI Standards, AUSI Procedures and AUSI Teaching Guidelines when conducting AUSI Programs and I understand that materials I can download from www.ausi.com.au are protected by international copyright laws and that downloaded materials can only be used for my own personal use unless I have received written authorisation from AUSI Pty Ltd. I further acknowledge that I have read and agree to the terms and conditions as specified in the AUSI Open Licence agreement. I also understand that my personal information will not be passed on to any third party by AUSI without my express permission. I further declare that to the best of my knowledge I am not under any outstanding ethics complaint.

Applicant's signature: _____ Date: _____

Return completed form with relevant documentation and payment to:

AUSI PO Box 202 Queenscliff Victoria 3225 AUSTRALIA

Fax: +61 3 5255 4455 **E-mail: info@ausi.com.au**

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