

Certificate II in Maritime Operations (Coxswain Grade 1 Near Coastal)

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| COURSE CODE | MAR20318 |
| LOCATIONS | Portland |
| STUDY MODE | Full-time, On Campus, Workplace |
| Length | Up to 12 months |
| Commencement | Apply any time |
| Timetable | 15 days of face to face training and two days of practical assessments. Plus workplace tasks and assessment throughout the course. |

Course Overview

This section gives you an introduction to what you will be learning in this course, plus course outcomes, career opportunities, and student support.

Study from home during COVID-19 restrictions

Whilst we pride ourselves on our hands-on training, we have had to adjust most of our courses for study from home and remote learning during the COVID-19 restrictions. This means courses will be delivered using a range of methods including online learning, virtual classrooms, workbooks and direct contact with your teacher.

Given the government restrictions that are now in place to reduce the spread of coronavirus in Australia, we expect this new model of study will continue until the government makes changes to these restrictions.

Introduction

This qualification applies to people working in the maritime industry seeking an Australian Maritime Safety Authority (AMSA) certificate of competency to command and operate the engines of a vessel:

- <12 m in length
- with propulsion power that is unlimited for an outboard engine or <500 kW for an inboard engine
- that is in inshore waters or designated waters or
- as a tender or auxiliary vessel within 3 nautical miles (nm) of a parent vessel within the exclusive economic zone (EEZ).

What will I Learn?

The areas of knowledge required of a Coxswain included in our course, Vessel Survey Categories and areas of operation, Safety Management Systems, Manoeuvring a vessel, Anchoring, Fighting & Extinguishing Fires, Survival at Sea, Splicing, Knots, Hitches and Seamanship Skills, Basic Meteorology and Tidal knowledge, Basic Vessel Stability, Operating Deck Equipment (Lifting Gear and Anchor winches), Environmental Regulations, Knowledge of Marine Engines, Fuel, Cooling, Fire, Bilge and Deck Wash Pumping Systems, Knowledge of Engine Start Up & Shut Down procedures, Knowledge of Low Voltage Electrical systems.

Mode of delivery

The units of the MAR20318 Certificate II in Maritime Operations (Coxswain Grade 1 Near Coastal) are delivered over 12 months as a self-paced, self-directed distance learning program supported by a **17 day** workshop (delivered in class face-to-face) for students requiring additional practical and theory support. Where students have the required minimum 240 days sea service an AMSA form 771 must be submitted. Students without the minimum 240 days sea service will need to complete the AMSA approved Coxswain Grade 1 task book with at least 30 days sea service on commercial vessels ≥ 5 m long. If required a Task Book will be provided upon enrolment.

Many students undertaking this course have already completed the below four units as part of another Maritime qualification or as part of the MARSS00008 Shipboard Safety Skill Set.

- MARF027 Apply basic survival skills in the event of vessel abandonment
- MARF028 Follow procedures to minimise and fight fires on board a vessel
- MARF029 Meet work health and safety requirements
- MARF030 Survive at sea using survival craft

As these units form part of this course, students who have not completed them, will be required to attend an additional **4-days** (delivered in class face-to-face) sometime within the duration of their course.

The delivery of this qualification is facilitated through a blend of different modes including:

- Workshops (in class face-to-face)
- Online Training material (including webinars and online training sessions to facilitate one-on-one training)
- Self-paced and self-directed learning
- If required, workplace learning activities (a Task Book completed in the workplace and authenticated by SWTAFE)

The flexibility of the program allows each student additional hours of supervised instruction, if required, by attending more than one workshop block.

All students have access to their own trainer available via phone (Mon to Fri 8am – 4.30pm) or email and text for additional support.

Please Note:

- The AMSA practical assessment is built into the delivery/ assessment of this course.
- Appropriate clothing and enclosed footwear must be worn at all times while on training vessels.

Course Outcomes and Career Opportunities

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Pathways

The Maritime industry has identified vocational outcomes and/or areas of local demand in transport, construction, shipping and tourism sectors along the east coast.

Employment Pathway:

Operate a commercial vessel under 12m within 15nm of the coastline with a propulsion power of up to 500kW for inboard engines and unlimited for outboard engines.

Higher qualification Pathways:

MAR20418 Certificate II in Maritime Operations (Marine Engine Driver Grade 3 Near Coastal)

MAR30818 Certificate III in Maritime Operations (Marine Engine Driver Grade 2 Near Coastal)

MAR30918 Certificate III in Maritime Operations (Master up to 24 metres Near Coastal)

MAR31018 Certificate III in Maritime Operations (Master Inland Waters)

MAR40618 Certificate IV in Maritime Operations (Master up to 35 metres Near Coastal)

Information Session

Why don't you come along to our next course info session to find out everything you need to start your learning journey? You can chat with our teachers, tour our facilities, learn more about the course, find out about the application process and get your questions answered by our course experts.

[Find the next info session near you](#)

Course Requirements

This section gives you an overview of entry requirements, course units and electives, skills recognition, and assessment criteria.

Entrance requirements & pre-requisites

A general command of spoken and written English, as well as the ability to write a simple report is required.

As a safety consideration, SWTAFE recommends all students be physically fit to carry out all the roles and responsibilities of a Coxswain on a commercial vessel under 12m within 15nm of the coastline with a propulsion power of up to 500kW for inboard engines and unlimited for outboard engines as described under the National Standards for Commercial Vessels - Part D.

Students should also be able to swim (any stroke) a minimum of 50 metres fully clothed.

Students undertaking this course will be required to complete the minimum sea service requirements ([refer AMSA](#)) within 12 months of their start date to be issued with a Certificate.

Language, Literacy, and Numeracy

It is a requirement of this course that all enrolling students undertake a language, literacy and numeracy assessment.

Technology

As some of the delivery of the course is on-line and all resources are contained in a dedicated learner portal, students must have access to a computer (with Microsoft Office software) and an internet connection.

Free Wi-Fi is available during training blocks.

As students will undertake training in the use of the SWTAFE online student portal they will require basic computer skills to complete the course without disadvantage.

Enrolment Documentation

When enrolling into a SWTAFE course it is a requirement that all enrolment documentation is received before enrolment confirmation can occur. The required documents and information are listed below:

- Pre training review
- Enrolment Form
- Language, Literacy and Numeracy Assessment
- Enrolment/Induction Checklist
- Copy of Driver's Licence (front and back) or Passport
- Green Medicare card/ Birth certificate

Course requirements

To be eligible for this qualification you must successfully complete 13 units of competency.

Units offered

Core Units

| Unit Code | Unit Name | Unit Hours | Unit Consumables |
|-----------|---|------------|------------------|
| HLTAID003 | Provide first aid | 18 | \$50.00 |
| MARB027 | Perform basic servicing and maintenance of main propulsion unit and auxiliary systems | 40 | \$0.00 |
| MARC037 | Operate inboard and outboard motors | 35 | \$0.00 |

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| MARC038 | Operate main propulsion unit and auxiliary systems | 30 | \$0.00 |
| MARF027 | Apply basic survival skills in the event of vessel abandonment | 35 | \$0.00 |
| MARF028 | Follow procedures to minimise and fight fires on board a vessel | 30 | \$200.00 |
| MARF029 | Meet work health and safety requirements | 30 | \$0.00 |
| MARF030 | Survive at sea using survival craft | 15 | \$20.00 |
| MARH013 | Plan and navigate a passage for a vessel up to 12 metres | 50 | \$0.00 |
| MARI003 | Comply with regulations to ensure safe operation of a vessel up to 12 metres | 40 | \$0.00 |
| MARJ006 | Follow environmental work practices | 35 | \$0.00 |
| MARK007 | Handle a vessel up to 12 metres | 80 | \$0.00 |
| MARN008 | Apply seamanship skills aboard a vessel up to 12 metres | 55 | \$0.00 |

Assessment

A combination of practical, and theory assessments will be undertaken. The assessments may consist of written projects, quizzes, and practical observations.

On-line assessment

The process for on-line assessment will be as follows –

- Students download a copy of the assessment from their student portal (this will be downloaded as a protected MS Word document).
- Students complete the assessment before sending it back to the portal for marking.
- In the case of an unsatisfactory submission, students must download the marked file (with assessor's comments attached) and correct the incorrect responses and send it back for re-marking.
- Students are allowed two (2) submissions in total (initial submission and one (1) resubmissions).
- SWTAFE will undertake to have all assessments marked and returned to students within 14 working days of receiving a
- Assessors will contact a student by phone after an unsuccessful submission to provide additional training to assist the student to complete the second submission.

Practical Assessment

Prior to attending a practical assessment

- Students must complete all the theory
- Students must provide a completed task book and/or appropriate sea
- Students will be allowed 2 attempts, if required, for all practical

After applying

Once you have applied for your chosen course, you will receive a thank you email from South West TAFE with a few steps to help process your enrolment.

Complete a Pre-Training Review

You will receive an email to complete a Pre-Training Review online evaluation. This evaluation helps us tailor your training to suit your needs.

Create or provide a Unique Student Identifier (USI)

A USI is a nationally recognised reference number that provides an online record of your training qualifications gained in Australia.

[Create your USI](#)

Already have a USI but can't remember it? [Find your USI](#)

Skills recognition

If you have experience or prior qualifications, you may be eligible to apply for [recognition of prior learning](#) and gain credits. You will be asked to provide any relevant Statement of Attainment to support identified credits.

Fees

This section gives you an overview of course fees, subsidies, and how they can be paid.

Course Fees

Here's an outline of fees and costs associated with your course.

Your fees each year can be made up of 3 different elements. Everyone has different circumstances that can affect what you pay and how much you pay. :

1. Tuition fees - charged as an hourly rate that varies from course to course. A large portion of the tuition is subsidised by the Victorian Government for eligible students.
2. Resource and/or materials costs - covers the cost of materials and other incidentals. This fee will vary according to the course being undertaken.
3. Booklist items - such as textbooks, equipment and stationery recommended for your course

Tuition fees

There are 4 different rates of tuition fees. Only one will apply to you (depending on your eligibility and circumstances).

1. Government Subsidised Fee - you could be eligible for a government-subsidised rate under the Skills First funding depending on your age, educational history, and citizenship or residency status. If you are eligible, the government will contribute to the cost of your training.
[Find out more about subsidised training](#)
2. Government Subsidised Concession Fee - If you are eligible for a Skills First government-subsidised place and hold a current healthcare or pension card, that you can provide at enrolment, you may be eligible for the concession rate. Note, the concession rate is not applicable to Diploma level courses.
[Find out more about concession rates](#)
3. Free TAFE - Students who are eligible for Victorian government-subsidised training will not pay course tuition fees for the duration of their enrolment in this course, however, there may be some consumable/material fees for the course (find out more below). Any resource or material costs, or booklist items for this course are listed in the table below.
[Find out more about Free TAFE](#)
4. Full fee - If you are not eligible for a Skills First government-subsidised place, exemption, concession or are enrolling in a course that isn't government-subsidised, you may be required to pay the full fee rate.

FIND OUT MORE ABOUT FEES AND ELIGIBILITY

The fees listed below are indicative only. The student tuition fees as published are subject to change given individual circumstances at enrolment. Funding made available to eligible individuals by State and Commonwealth Governments. If funding is utilised, this may affect future opportunities to access additional funding in the future.

| Course fees by student type | Indicative Course Fee |
|--|-----------------------|
| Government subsidised rate (if eligible) | \$3,105.00 |
| Concession rate | \$625.00 |
| Full fee rate (if not eligible for govt subsidy) | \$6,835.00 |

| Additional course fees | Indicative Course Fee |
|------------------------|-----------------------|
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| Course consumable/materials (approximate) | \$310.00 |
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Resource and/or materials costs

Some courses require specific resources or materials necessary for your study eg: tools of the trade, excursions, etc. Final costs will be determined upon enrolment.

How do I pay my fees?

Once we have processed your enrolment form, you will receive an email with your invoice.

You have [three options when organising your payment](#):

1. [Upfront payment](#) - can be made over the phone with EFTPOS
2. [Payment plan](#) - can be directly debited from your bank account, debited from your Centrelink payments or via a [VET Student Loan](#) (for diploma or advanced diploma courses only)
3. [Paid by employer, school or job network agency](#) - if your fees are being paid by your employer, school or job network agency, you will need to complete an Authority to Invoice form.

Payments will need to be arranged within five(5) business days of receiving the email containing your invoice.

We also offer a range of [scholarships](#) each year which you may be eligible to apply for to assist with course fees.

Next Steps

Ready to take the next step? Here you can [make an enquiry](#), [attend an information session](#) or [begin the application process](#).

How to apply

There are [five simple steps to apply for a course](#) with us.

1. **Apply** - [complete a short online application form](#). Once this form is submitted we'll send you a thank you email.
2. **Get ready** - your thank-you email will contain links to a pre-training review, to a unique student identifier and to government-subsidised training eligibility.
3. **Chat with your teacher** - your teacher or course specialist will contact you about your Pre-Training Review outcomes and additional course information.
4. **Enrol** - after chatting with your teacher, you will receive an email with your enrolment form and a link to verify your identity.
5. **Sign** - once you've completed your enrolment, you will receive a declaration form to review and sign.

If need any assistance with applying, [contact our Customer Service team](#) on 1300 648 911 or [visit your nearest campus](#).

Careers and Course Advice

Not sure which course is right for you? South West TAFE will help you find your way.

Our Careers Coaches at the [Skills and Jobs Centre](#) is here to support you. Whether you're exploring career options, transitioning from school to the workforce or looking to study after school we're here to help you.

Student Support

As a SWTAFE student, you can access a variety of support services that will enhance your study experience and help you complete your studies successfully. For more information about any of these services, [visit our student page](#).

