Higher National Certificate
BTEC HNC and
Higher National Diploma
BTEC HND in
Marine Surveying

Awarded by
edexcel

• Study Online at Home and at Sea
• IIMS Student Membership included
• Access to Institute Professional Indemnity Scheme
• Courses start every Three months
• One and Two year courses

Next intake:
APRIL 2015

For more info email
education2@iims.org.uk
Tel: +44 (0) 23 9238 5223

Specialist Units in:
Yachts & Small Craft, Cargo,
Commercial Vessels and Engineering
Welcome

The International Institute of Marine Surveying, as the professional body for marine surveying, recognises the need to promote the profession and the professionals within it to the highest level.

The Education programme allows you to decide when and where you want to study.

If you travel, you can take the units with you to continue studying and make good use of travelling time.

The benefits of studying with the Institute is that you become a Student Member of the Institute whilst training and you can therefore participate in all Institute activities, including one day courses, seminars and conferences.

One of the most beneficial factors of distance learning study is that you apply your learning immediately.

As the course progresses you can apply the knowledge, skills and expertise gained to your work.

The IIMS is an independent, non-political organisation that aims to advance the reputation of international marine surveying by:

- Promoting professionalism and the advancement of knowledge in the profession of marine surveying
- Maintaining high professional standards decreed in a Code of Conduct
- Recognition from Government Organisations
- Putting into practice the high standards of the Institute
- Conferring professional status on those who contribute to and encourage safety
- Bringing together experts
- Organising and evaluating the training of future marine surveyors

Edexcel, a Pearson company, is the UK’s largest awarding body offering academic and vocational qualifications and testing to schools, colleges, employers and other places of learning in the UK and internationally. See www.edexcel.com for more information.

The Programme

The International Institute of Marine Surveying Higher National Certificate and Diploma (BTEC HNC & HND) are approved through Edexcel the UK Government approved Education Authority.

The programme is distance learning with students having their own 'log in' user name and password and their own student account with the Institute.

Students are encouraged to find out what is going on in the Institute in their own area and when possible to attend meetings, workshops and seminars as they happen.

The programme is a series of four core Units and six Specialist Units for the BTEC HNC and further six Specialist Units for the BTEC HND.

The HNC Course (4 Compulsory Core Units and 6 Specialist Units) should be completed within 18 months although students can pay to extend a further 6 months.

The HND Course should be completed within 2 years.

Candidates may opt to study for the BTEC HNC in year one - take time out to put into practice what they have learnt - and then come back at a later date to do the second year and the BTEC HND or go straight through with the BTEC HND from the beginning.

Each Unit is assessed using a written assignment which is externally verified by Edexcel. Students must pass each unit to achieve the HNC and HND.

Each student will have access to support if they need help, and where possible, a specialist mentor for the more complex problems.

The BTEC HNC & HND are fully recognised as acceptable to UK and other countries’ Universities as evidence of accreditation for applications for degree courses.
For the Higher National Diploma

**BTEC HND** in Marine Surveying begins with...

4 Compulsory Core Units comprising of:
1. An Introduction to Marine Surveying Profession
2. Materials and Corrosion
3. Naval Architecture
4. Introduction to Report Writing for Marine Surveyors

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For the Higher National Certificate

**BTEC HNC** in Marine Surveying

6 Specialist Units from your chosen pathway:
A. Cargo Surveying
B. Engineering Surveying
C. Commercial Vessels
D. Yachts & Small Craft

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For the Higher National Diploma

**BTEC HND** in Marine Surveying

12 Specialist Units from your chosen pathway:
A. Cargo Surveying
B. Engineering Surveying
C. Commercial Vessels
D. Yachts & Small Craft
How to apply for the BTEC HNC & HND?

Apply Today by following these 3 easy steps

3 Easy Steps to Choosing your Marine Surveying Pathway

**Step 1**
Discussion with the course organiser to assess suitability and previous experience prior to undertaking course

**Step 2**
Choose the pathway you would like to study: Cargo, Engineering, Commercial Surveying OR Yacht & Small Craft

**Step 3**
Decide to do the BTEC HNC or HND - Enter this information onto the application form and send to IIMS

The BTEC HNC consists of four core units and six specialist units.

The BTEC HND consists of four core units and twelve specialist units.

Having decided which pathway you are going to study; Cargo, Engineering, Commercial Surveying, or Yacht and Small Craft.

Review the specialist units in that section and choose the units that you wish to study.

Indicate your choices on the application form.

The application form can be found at www.iims.org.uk/application-enrolment/

Or please email your application and CV/Resume to education2@iims.org.uk

Alternatively post your application and CV/Resume to the address below.

IIMS, Murrills House, 48 East Street, Portchester, Hampshire PO16 9XS, UK
Tel: +44 (0)23 9238 5223 | Email: education2@iims.org.uk | Website: www.iims.org.uk
# Core Units
These Core Units are compulsory and are to be studied by all candidates.

## Specialist Units
Candidates are required to study Specialist Units from their chosen pathway. Six for the BTEC HNC or Twelve for the BTEC HND.

### Specialist Unit 5
**Draught Surveying**
- Marine Regulation & Safety
- Introduction to Ship Construction
- Understanding Basic Ship Stability
- The Theory of Draught Surveying
- The Practical Draught Survey

### Specialist Unit 6
**Surveying Dry Bulk Cargoes**
- The Nature of the Cargo and their Specific Hazards
- Safety and Safe Practice
- Ship Types and Cargo Problems
- Quantity Calculations
- Sampling and Documentation
- BIMCO, IGAFTA and the Role of the Trade Associations

### Specialist Unit 7
**Surveying Chemical Cargoes**
- The Nature of the Cargo and Types of Hazards
- Safety and Safe Practices
- Ship Types and Cargo Problems
- Quantity Calculations
- Cargo Problems
- Sampling Procedures
- Vetting and Documentation
- CDI Inspections and the CDI System

### Specialist Unit 8
**Petroleum Products Crude and Refined Oils**
- The Nature of the Cargo and Types of Hazard
- Safety and Safe Practices
- Ship Types and Cargo Problems
- Quality and Quantity
- Cargo Calculations
- Sampling and Documentation
- SIRE Inspections and SIRE Systems

### Specialist Unit 9
**The Carriage of Refrigerated Cargoes**
- Ship or Container
- Ship Features and Problems
- Container Types and Problems
- Particular Trades and their Problems
- Record Keeping and Troubleshooting

### Specialist Unit 10
**Surveying Containers and Cargoes in Containers**
- Types of Containers
- Types of Container Ships
- The East/West Trade and the North/South trade
- Container Construction and Securing
- Container Stuffing and Cargo Securing
- Problem Areas – Ship, Cargo and Container
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<td>• Study of the ISM Code</td>
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<td>• Initial Assessment, Action Plans for Creating and Implementing a SMS</td>
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<td>• How to Present You System to the Possible Customer (Starting Company)</td>
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<td>• A Review of Types of Warranty Surveys</td>
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<td>• Mooring Operations</td>
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</table>
### SPECIALIST UNIT 23
**Inspecting Small Craft Engines**
- Discussing Operational Faults on all Engines
- Holding Down Bolts and Engine Beds
- Petrol inboard engines
- Petrol outboard engines
- Drive systems, including conventional shaft, sterndrive etc.
- Looking at Crankcase Ventilation and Exhaust Systems

### SPECIALIST UNIT 24
**Surveying Small Craft Systems and Mechanical Installations**
A detailed review of:
- Water, Sewage and LPG
- Electrical and Fuel Systems
- Differing Standards
- Surveying and Repairs

### SPECIALIST UNIT 25
**Surveying FRP Craft**
- Thermoplastic and Thermoset Resins
- Reinforcements and Core Materials
- Building Techniques, Moulding Techniques
- Problems with Internal Structure
- Surveying the Hull and Structure
- Gelcoat Blisters (Osmosis)
- Damage and Repairs

### SPECIALIST UNIT 26
**Surveying Steel and Aluminium Alloy Small Craft**
- Review of Materials and their Physical and Chemical Properties
- Welding Yacht Building in Steel and Aluminium
- Steel and Aluminium Alloy Construction Methods
- Paint Coatings and Protection Systems
- Ultrasound Thickness Gauge
- Damage and Repairs

### SPECIALIST UNIT 27
**Surveying Wooden Craft**
- Different Types and Selection of Timber
- Cutting and Drying
- Rot and Preservation
- Timber Use in Building
- Different Types of Construction
- Performance in Service
- Surveying, Damage and Repairs

### SPECIALIST UNIT 28
**Surveying Small Craft Rigs and Sails**
- Different Rig Types
- Types of Mast Material and Construction
- Types of Rigging
- Particular Problems
- Sail Cloth and Manufacture
- Surveying
- Damage and Repairs

### SPECIALIST UNIT 29
**Surveying FRP Craft**
- Thermoplastic and Thermoset Resins
- Reinforcements and Core Materials
- Building Techniques, Moulding Techniques
- Problems with Internal Structure
- Surveying the Hull and Structure
- Gelcoat Blisters (Osmosis)
- Damage and Repairs

### SPECIALIST UNIT 30
**Specific Ship Surveys**
- Pre-purchase Surveys
- On/Off Hire Surveys
- Bunker Surveys

### SPECIALIST UNIT 31
**Maritime Law and Insurance**
- Professional Negligence
- Maritime Law
- Marine Insurance

### SPECIALIST UNIT 32
**Helidecks and Equipment**
- Helicopter Operations
- Helideck Design
- Codes and Standards
- Helideck Equipment and Training
- Surveying Helidecks

### SPECIALIST UNIT 33
**Cargo Damage Claims**
- The Nature of a Cargo Claim
- The Role of Surveyors and Adjusters
- The Claims Process
- Claims Adjustment
- Documentation

### SPECIALIST UNIT 34
**Cargo Damage Claims**
- The Nature of a Cargo Claim
- The Role of Surveyors and Adjusters
- The Claims Process
- Claims Adjustment
- Documentation

### IIMS - Pathway Indicators
Candidates should be aware that the IIMS membership specialisations are covered by the following Unit numbers.

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Terms & Conditions

How to Enrol on the Course

Download the application form from www.iims.org.uk/application-enrolment/

Course Fees
When your application is approved, you will be contacted and given details on how to pay for your course.

Course fees are as follows if registering for individual courses:

Higher National Certificate (One Year)  £3,000.00  
Higher National Diploma (Two Year)  £5,000.00  

If registering at the beginning of the Higher National Diploma there is a 10% discount. The course fees are exempt from VAT.

Discounts are available for group bookings, please contact us for more details.

Confidentiality
Students are advised that assignments are processed as confidential and will not be shared with any third party outside of the IIMS.

Payment and Payment Methods
Do not send any money with your application.

When your application is approved you will be contacted by email with a proforma invoice explaining the payment options

Payment Plan
50% payment of your total fees before your start date in order to start your course and then two further payments (each 25%) made at three monthly intervals for the HNC or six monthly intervals for the HND after the course start.

Ways to pay

By Cheque
Cheques should be made payable to: IIMS Ltd. (Cheques must be in sterling and drawn on a British bank).

By Bank Transfer to the IIMS Account at
Bank Transfer Lloyds Bank,  
20-24 High Street, Gosport, 
Hampshire, PO12 1DE  
Account Number 02161333  
Sort code: 30-93-56  
BIC Number: LOYDGB21292  
Please note this may incur a charge

By Credit Card
Payment may be made via Visa or Master Card credit cards only. Payments to include card type and number, expiry date, 3 digit security code and name of the card holder on the card.

You can also call our office direct to make credit card payments.

Cancellation Policy
Application to be made in writing before the start date of the course and applicant will receive a full refund less an administrative charge of £250.

Cancellation after the start of the course will incur an administration cost of £500 plus £300 for every unit uploaded to the student site.

After all Core Units are uploaded NO REFUND will be issued.

Course Start Dates
The HNC/HND programmes start on the following dates each year:  
10th January    |     10th April     |     10th July    |     10th October

Applicants may opt for any start date.

The IIMS reserves the right to change and update either the Course Handbook or Terms and Conditions as necessary. At all times the latest version will apply.