



Points of special consideration

- *This is the fifth professional level and it is an **optional** certification*
- *The Instructor Trainer (IT) must have a good knowledge of ACUC's standards and procedures.*
- *It exceeds the ISO 24802-2 requirements*
- *It is equivalent to the RSTC Recreational Instructor Trainer*

Foreword

The ACUC Instructor Trainer is an **optional** certification that can be obtained by those ACUC Advanced Instructors who fulfil a series of prerequisites. The main characteristic of this certification is that besides doing the same as an ACUC Advanced Instructor, the candidate who obtains this level, can also teach, evaluate and certify, the Entry Level Instructor course, and can teach but not evaluate or certify, the ACUC Open Water Instructor course. Instructor Trainers can also, through an ACUC crossover, evaluate and certify as ACUC Instructors, up to the level of ACUC Open Water Instructors, candidates that are already Instructors of other organisations recognised by ACUC. They can also teach certain specialties for which they have requested and obtained from ACUC, the Specialty Instructor rating.

This is an ACUC International standard and therefore is always subject to the different national or local legislations. In cases where legislations exist that differ from this standard, the ACUC country or area delegation if it exists, must request in writing to the ACUC main office a **"Deviation"** from this standard to satisfy the legislation of the area, supporting their request with the appropriate documentation. Deviations, if requested, to be considered valid, must appear at the end of each specific standard document.

In cases where the local or national legislations are more restrictive than the ACUC Standard, then the local legislation will prevail, but if the ACUC Standard is more restrictive, then the ACUC Standard will prevail, because by complying with the more restrictive ACUC Standard, logically the local legislation will be also complied with.

1. Scope

This Standard specifies safety related minimum competencies to be achieved in **recreational scuba training** at the ACUC Instructor Trainer level. This Standard applies only to **contractual training** and certification in recreational scuba diving.

2. Definitions

For the purposes of the ACUC standards, the following definitions apply. Please note that not all terms shown next might appear in any one specific standard.

2.1 ACUC: Entity providing recreational scuba diving training systems and certification.

2.2 basic equipment: Equipment consisting of the following items:

- Mask
- Fins
- Snorkel

2.3 breathing gas: Appropriate mixture of oxygen and nitrogen.

2.4 certification: Confirmation that a student has completed all requirements of a course according to the specific standard, as issued by ACUC.

2.5 cold water: Water less than 10°C / 50°F from its highest average temperature or water of 10°C / 50°F or less

2.6 competencies: What a diver can do once certified

2.7 confined spaces: condition that applies when there is no direct access to the surface, such inside a wreck, cave, etc.

2.8 confined water: Swimming pool with a depth appropriate to the activity, or body of water that offers similar conditions (maximum depth 6 meters)

2.9 diving equipment: Equipment consisting of the following items:

- Mask,
- Fins,
- Snorkel,
- Cylinder,
- Regulator,
- Alternative breathing gas system, which could range from a simple octopus system to a duplicate breathing system with a separate breathing gas supply,
- Cylinder-support-system and buoyancy control device including (if appropriate) a quick release weight system,
- Submersible pressure gauge (breathing gas pressure monitor),
- Means to measure depth and time and to safely limit exposure to inert gas,
- Diving suit (if appropriate).

Note: Specific environments may require appropriate additional equipment (e.g. an underwater navigational aid, knife/cutting device).

2.10 dry specialty: Specialty course where no water training takes place, such as for example, First Aid, Oxygen Administration, etc

2.11 knowledge levels:

- Basic: knows how...
- Intermediate: knows how and why...
- Advanced: knows how, why and also, knows how to teach it...

2.12 non certification scuba course: Scuba course where the participants do not receive an ACUC certification at the end of the course, such as for example, scuba introduction, scuba refreshment, scuba buoyancy, etc

2.13 open water: Body of water significantly larger than a swimming pool offering conditions typical of a natural body of water encountered in the region where training takes place.

2.14 prerequisites for training: What a diver needs or conditions to be met prior to start training

2.15 reduced visibility: condition that applies when diving at night or when visibility is less than an arm's length, for whatever the reason

2.16 scuba: Self-contained under-water breathing apparatus.

2.17 scuba instructor: A qualified individual, certified by ACUC to teach, evaluate and certify divers.

2.18 theory knowledge: knowledge imparted in a dry environment (classroom, pool deck, etc)

2.19 training definitions:

- To observe: to be an observer in a course but without any type of participation
- To assist: besides the above, to assist in the training of a course under the direct supervision of a higher level instructor
- To train: besides all of the above, to train in a course without the need of a higher level instructor's supervision
- To evaluate: besides all of the above, to evaluate by one self or with other evaluators, candidates' performances
- To certify: besides all of the above, to issue candidates' certifications

2.20 training open water dive: open water training experience under direct supervision of a qualified instructor, comprising at least the following activities:

- Briefing
- Preparation to dive
- Pre-dive checks
- Entry into water
- Descent procedures
- Under-water activity
- Ascent and surfacing procedures
- Exit from water
- Debriefing
- Post dive procedures
- Recording the dive.

2.21 water skills: knowledge imparted inside a wet environment (pool water, sea water, etc)

3. Competencies of a certified, recreational ACUC Instructor Trainer

An ACUC Instructor Trainer shall be trained to have sufficient competencies by knowledge, skill and experience to, in addition of what an Advanced Instructor must know, teach, evaluate and certify, the ACUC Entry Level Instructor courses and to teach, but not evaluate or certify, the Open Water Instructor program. They can also evaluate and certify through crossover, Instructors from other agencies recognised by ACUC, previous authorization from ACUC. ACUC Instructor Trainers shall dive within the following parameters:

- Dive and lead divers to a maximum depth of 40 meters / 130 feet,
- Dive and ensure that others dive only when appropriate support is available at the surface,
- Dive and ensure that others dive under conditions that are equal or better than the conditions where they were trained.
- Assist certified divers in new environments which the Instructor Trainer is familiar with.

If accompanied by an ACUC instructor of superior level, certified ACUC Instructor Trainers may gain progressive experience beyond these parameters (except depth) and develop competency in managing more challenging diving conditions designed to lead to higher qualifications. Where further instruction or experience is required this can only be provided by a suitably qualified ACUC instructor. ACUC ITs can teach with other organizations as well, however, if they wish to access the ACUC higher qualification (Instructor Trainer Evaluator - ITE) they must have exclusive dedication, with regard to teaching diving courses of any level, to ACUC, and their promotion must be previously approved by ACUC management, which could deny said promotion without any need for justification.

4. Prerequisites for training

To qualify for training, according to this Standard the student shall meet the following prerequisites:

- **Minimum age:** 22 years old
- **Health requirements:** Candidates shall be medically screened as suitable for recreational diving by means of an appropriate medical examination.
- **Previous Certification:** ACUC Advanced Instructor. Also, must be an ACUC specialty instructor in at least 7 specialties, two of which must be Diving Emergency Responder (DER) and Oxygen Emergency Responder (O2ER).
- **Courses taught:** to have at least 150 divers certified when evaluation takes place, with the following conditions:
 - Certifying at least 2 new Divemasters and
 - Certifying at least 60 new divers, any level including specialties, **in the last 24 months.**
- **Diving experience:** 100 hours bottom time (200 dives)

- **Documentation requirements:** Candidates must sign the ACUC Risk Release, the Safe Diving practices forms, The Ethical conduct form, etc... These forms are included in the Instructor Trainer kit and also, are downloadable from the ACUC private website.

5. Instructor: Student Ratios during training

- **Theory (classroom or pool):** No limit
- **Confined Water:** 10 students per Instructor, with an additional 4 students per Divemaster, with an absolute maximum of 20 students.
- **Open Water:** 8 students per Instructor, with an additional 2 students per Divemaster, with an absolute maximum of 12 students.

6. Introductory information

The following information shall be made available to the students prior to, or during the first class meeting:

- Prerequisites according to 4,
- Limitations of eventual qualification,
- Scope of course,
- Course procedures,
- Costs, insurance and contractual issues according to national regulations,
- Equipment requirements, which includes, as a minimum: fins, mask, snorkel, tank and valve, buoyancy control device with low pressure inflator, regulator, alternate air source, (for example, octopus system), weight ballast system, exposure suit (if appropriate), submersible pressure gauge, timing device and depth gauge (or computer which does at least those 3 functions), knife (unless prohibited by law or regulation at the dive site), ACUC dive tables, compass and emergency signalling device
- Certification requirements according to 10,
- Diving related legislation and legal requirements.

7. Course content relating to theory knowledge

Candidates must already have the knowledge of an Advanced Instructor, plus:

7.1 Teaching Techniques:

Students shall have an advanced knowledge of:

- Teaching and evaluating the Entry Level Instructor course
- Teaching the Open Water Instructor course
- Evaluating Instructor candidates from other organisations

Also, the candidate shall demonstrate to a qualified Instructor Trainer Evaluator, Instructor Trainer quality lesson preparation, planning and delivery of lectures in confined and open water teaching presentations, as well as demonstrations of simulated CPR. For the evaluation of these lectures, the evaluator must use the ACUC "Lecture presentation evaluation" forms.

8. Course content relating to scuba skills

8.1 Confined water scuba skills:

Besides the already acquired skills of an Advanced Instructor, students shall be able to perform the following skills. Each skill shall be mastered in confined water before that skill is performed in open water.

- Teaching and evaluating the Entry Level Instructor course

- Teaching the Open Water Instructor course
- Evaluating Instructor candidates from other organisations

Also, the candidate shall satisfactorily demonstrate to a qualified Instructor Trainer Evaluator, Instructor trainer quality confined water skills. For the evaluation of these skills, the ACUC “Water practices evaluation” form must be used.

8.2 Open water scuba skills (including rescue skills):

Besides the already acquired skills of an Advanced Instructor, students shall be able to perform the following skills in conditions typical of the local environment.

- Teaching and evaluating the Entry Level Instructor course
- Teaching the Open Water Instructor course
- Evaluating Instructor candidates from other organisations

Also, the candidate shall satisfactorily demonstrate to a qualified Instructor Trainer Evaluator, Instructor Trainer quality simulated diver rescue skills by completing at least one open water rescue. For the evaluation of these skills, the ACUC “Water practical skills of Rescue and First Aid evaluation” form must be used, as well as the ACUC “Water practical skills” form

9. Practical training parameters

- All skills shall be introduced, directly supervised and evaluated by an ACUC Instructor Trainer Evaluator, who shall be in the water during each session. The Instructor Trainer Evaluator shall be in direct control of students throughout all sessions.
- When open water dives are involved, before participating in open water dives a student shall have demonstrated sufficient theoretical knowledge and scuba skills in confined water to be able to perform the open water dives in the prevailing conditions.
- The maximum depth during training dives shall not exceed 25 meters / 80 feet
- All training open water dives shall be conducted during daylight hours in water that allows direct vertical access to the surface. Open water dives therefore shall not be conducted in underwater caves or below ice.
- During open water dives the student shall at least be equipped with diving equipment according to 2.9 (see the Definitions section).
- As per clause 5, the absolute maximum number of students per scuba instructor in ideal conditions for supervision and escorting under water is eight. The maximum number of students per qualified assistant for supervision and escorting under water is two. At no time shall a student in or under water be left without supervision.
- Prior to open water dives the scuba instructor shall prepare an “emergency plan”. In the immediate vicinity of the dive site there shall be:
 - A suitable first aid kit
 - An emergency oxygen unit with a capacity of delivering at least 15 l/min. for at least 20 min.
 - Communication system suitable for alerting emergency services.
- The scuba instructor shall cancel or abort the open water dive if environmental conditions or a student’s physical or mental condition make this necessary.
- A maximum of 3 daily training dives will be allowed

10. Assessment and certification requirements

10.1 Knowledge: The student shall demonstrate, by means of the written test¹ supplied by ACUC, knowledge of scuba diving theory according to 7 and knowledge of skills according to 8.

10.2 Training hours: The candidate shall complete at least 100 hours of specialized training/evaluation and is to include the topics outlined in point 10.3 below, under the direction of a qualified instructor trainer and/or evaluator.

10.3 Teaching Techniques: The student shall demonstrate to an Instructor Trainer Evaluator, by means of at least 2 classroom presentations, knowledge of teaching techniques, acting as Instructor Trainer, according to 7 and 8. Candidates must give/participate in at least 4 theory presentations. They must give at least 2 presentations, one of a topic selected by them and another of a topic selected by the evaluators. They also must participate in at least another two presentations acting as evaluators, working along and under the supervision of the Instructor Trainer Evaluators. The topics can be any of the topics given in the courses from Open Water Diver to Open Water Instructor (see below some examples); Candidates must follow the guidelines established in the ACUC document "Presentation Evaluation Sheets". In this guideline, the points and criteria to evaluate presentations are clearly defined. Candidates must pass two types of exams: one on non-technical matters (standards, procedures, etc...) and another on technical matters related to diving, based on any issues discussed in any of the many ACUC diving manuals. Example of topics:

- Equipment
- Diving Physics
- Medical problems related to diving
- Use of ACUC diving tables, decompression theory, dive computers
- Dive environment
- Dive planning
 - Planning and preparation, with emphasis on the prevention of out-of-air situations and emergencies
 - Emergency procedures
 - Accident management/prevention
- Communications, both underwater and on the surface
- Diver assistance (self/buddy)
- Recommended safe diving practices (as per ACUC document about this matter)
- Instructor Trainer level regarding:
 - Continuing education and how to obtain higher ACUC levels
 - Diving industry overview (other training organisations, CMAS, ISO, RSTC, etc...)
 - Continuing education courses (specialties) overview
 - Theory lessons planning
 - Confined water skills lesson planning
 - Open water skills lesson planning
 - ACUC Standards and procedures
 - ACUC quality assurance

10.4 Scuba Skills: The student shall satisfactorily demonstrate to an evaluation team composed of at least 2 ACUC instructor Trainer Evaluators, the scuba skills according to 8.

10.4.1 Confined water: The candidate shall demonstrate to a qualified Instructor Trainer Evaluator, Instructor Trainer quality personal diving skills, in addition to Instructor Trainer quality lesson preparation, planning and delivery (including briefing and debriefing), group control and supervision and problem solving for at least two confined water skills teaching presentations from the course topics below. Candidates shall also evaluate at least two teaching presentations on topics listed below and practice instructor counselling:

- Diving system assembly and disassembly
- Entries and exits

¹ If for some reason, the student cannot do a written test, then the Instructor can do an oral examination to the student based on the written test provided by ACUC and if this is the case, the Instructor will transfer the student's oral answers to the written test. Whatever the case, the written test must be completed, either directly by the student or indirectly by the Instructor, using the student's oral answers. Instructors can, if they wish, offer additional tests to the student, however, the ACUC provided test must be done.

- Proper weighting
- Mouthpiece clearing (snorkel and regulator)
- Regulator retrieval (underwater)
- Controlled descents and ascents
- Underwater swimming (several styles)
- Buoyancy control exercises (including pivotal method)
- Mask removal and replacement (underwater)
- Buddy system techniques
- Surface snorkel swimming with full diving system
- Weight/ballast system removal and replacement
- Scuba system removal and replacement (underwater)
- Out of air emergency exercises (including buddy breathing and octopus breathing)

10.4.2 Open Water: The candidate, wearing full equipment, shall demonstrate to a qualified Instructor Trainer Evaluator, Instructor Trainer quality lesson preparation, planning and delivery (including briefing and debriefing), group control and supervision, and problem solving for at least two open water skills teaching presentations as outlined in this section. The candidate shall also evaluate at least two presentations from topics outlined in this section and practice instructor counselling techniques for these presentations. Topics could be:

- Equipment inspection
- Entries and exits
- Proper weighting
- Mouthpiece clearing (snorkel and regulator)
- Regulator retrieval (underwater)
- Controlled descents and ascents
- Underwater swimming (several styles)
- Mask removal and replacement (underwater)
- Buoyancy control exercises
- Diver assistance techniques
- Weight/ballast system removal and replacement
- Scuba system removal and replacement (in the water)
- Out of air emergency exercises (including buddy breathing and octopus breathing)

10.5 Additional requirements: Advanced Instructors shall also be expected to:

- Prepare at least 2 Entry Level Instructors, that must pass the evaluation done by an Instructor Trainer Evaluator with the active participation of the candidate Advanced Instructor
- Participate as an observer in at least 2 full Open Water Instructor courses (this requirement could be waived if there were no open water instructor courses given, within a year, in a radius of less than 50 kms from the candidate's home).

11. Training Dives

No additional training dives, except those in which the student participates as a Divemaster, Entry Level Instructor, Open Water Instructor, Advanced Instructor or Instructor Trainer-in-training, are required for this level.

12 Candidate's certification

Candidates will be certified as ACUC Instructor Trainers when they have complied with all the requirements.

13 Candidate's qualifications

Once completed the course, the ACUC Instructor Trainer will be able to:

- Dive up to a maximum depth of 40 meters and always accompanied by at least another certified diver.
- Be able to guide groups of divers in open water without supervision.
- Be able to teach, evaluate and certify all levels up to and including, the Divemaster level courses without supervision
- Be able to teach, evaluate and certify, the Entry Level Instructor course.
- Be able to do crossovers of instructors from other ACUC recognised agencies
- Be able to teach, but not evaluate or certify, the Open Water Instructor course, under the direct supervision of an ACUC Instructor Trainer Evaluator.
- Be able to teach any specialties for which the Instructor Trainer holds or obtains the Specialty Instructor certification

14. Deviations

None requested