

Instructor Development Course Program Learning Agreement - 2022

Welcome to your PADI Instructor Development Course Program (IDC). As a dive professional, you've gained valuable experience by training individuals to dive. This program is designed to enhance your skills and provide you with new tools to use as a PADI Open Water Scuba Instructor or PADI Assistant Instructor. During this program, you'll receive a full orientation to the PADI system of diver education. Prior to the start of your IDC, you'll need to read and study the program material to ensure you are fully prepared. Signing this Learning Agreement indicates that you are aware of and accept this responsibility as well as the other Instructor Candidate responsibilities as outlined by this agreement.

As an Instructor Candidate in this PADI IDC, you agree to:

- 1. Complete all required pre-work BEFORE the First Class Session including:**
 1. Two weeks prior to the First Class Session complete the IDC Candidate Information Sheet, email to Course Director so paperwork can be prepared
 2. PADI Dive Theory Online eLearning completion within twelve months of IDC – Imperial or Metric – your choice (Metric is recommended for Physics; either for RDP, etc.)
 3. PADI Instructor Development Course eLearning within twelve months of IDC (note that the Dive Knowledge Workbook section is not required but is recommended)
 4. Secure RSTC Medical Statement signed by an authorized Medical Professional. Medical must be current within twelve months of IDC with ALL dates (*including Medical Professional's*) in proper PADI date format (dd-mm-yyyy) AND remaining valid for all dates of anticipated attendance at Instructor Exam (IE)
 5. Provide to Course Director photocopies front and back of non-PADI/EFR initial, advanced, rescue, EFR (or equivalent), and leadership level certifications documentation (minimum Divemaster or equivalent to attend IDC)
 6. Submit proof of EFR Primary and Secondary Care (or satisfactory equivalent) training within the past 24 months – only required if non-PADI/EFR
 7. Watch PADI Open Water Course Video or videos embedded in the Open Water Diver Course eLearning
 8. Watch PADI Rescue Course Video or videos embedded in the Rescue Diver Course eLearning
 9. Bring to First Class Session, proof of more than 100 logged dives
 10. Provide a one-paragraph summary of your diving history (send by email)
- 2. Complete all forms and submit documentation as needed or required before or during the First Class Session. Course Director will prepare most of these documents prior to the First Class session.**
- 3. Prior to the First Class Session, read through / complete and familiarize yourself with the following:**
 1. The *CURRENT* PADI Instructor Manual (can be downloaded from PADI website for all renewed PADI professionals)
 2. The PADI's Guide to Teaching and ALL other materials in your IDC Crew-Pak (excluding the recommended but not required Dive Knowledge Workbook Sections)
 3. Materials in your EFR Instructor Start-up Pack including completing the four "Independent Learning Self-study Instructor Knowledge Review" (Program Standards, Human Body Systems, Medical Emergencies, Care for Children) the first three of which are found in the appendix of the EFR Instructor Guide for "Primary and Secondary Care" and the last of which is found in the EFR Instructor Guide for "Care for Children"
 4. The PADI Pro website; the PADI eLearning Platform and the courses on Platform (ability to navigate the software)

4. **Prior to First Class Session, practice (to achieve demonstration quality) the following:**
 1. Twenty-four SCUBA skills (as found in The *CURRENT* PADI Instructor Manual Divemaster Course Dive Skills Section)
 2. Rescue Exercise Six and Seven (as found in The *CURRENT* PADI Instructor Manual Rescue Course Exercises Section)
5. **Prior to the First Class Session, ensure that you have all required *CURRENT* materials including (electronic or paper as applicable):**
 1. IDC Crew-Pak ALL contents
 2. EFR Instructor Start-up Pack ALL contents
 3. *CURRENT* PADI Instructor Manual
 4. Open Water Diver Manual paper or digital
 5. Advanced Open Water Manual paper or digital plus slate
 6. Rescue Diver Manual paper or digital plus slate
 7. Divemaster Crew-Pak ALL contents paper or digital plus slate
 8. Encyclopedia of Recreational Diving
 9. RDP Table and Manual
 10. eRDP ML and Manual
 11. PADI App loaded onto your mobile device or tablet
 12. Laptop computer if using electronic media
 13. Calculator
6. **Prior to the First Class Session, ensure that you have all required or recommended gear (kit) including:**
 1. Fins
 2. Boots
 3. Gloves (as applicable)
 4. Appropriate exposure protection
 5. BCD with traditional configuration
 6. Regulator set including Alternate Air Source (not exclusively on LPI)
 7. Computer / pressure gauge / depth gauge
 8. Analog compass
 9. Rescue Breathing Mask (fka Pocket Mask)
 10. Mask
 11. Snorkel
 12. Timing device
 13. Cutting device
 14. Audible Signalling Device
 15. Visual Signalling Device (Surface Marker Buoy)
 16. Tanks and weights will be provided unless you have and want to use your own
7. **Prior to each Class Session, review the corresponding section(s) of the IDC eLearning to ensure being prepared for the in-class workshop.**
8. **Follow all program procedures as set forth by the Course Director / IDC Staff.**
9. **Ask questions about anything not understood.**
10. **Show up for all sessions on time or early; be prepared for all teaching assignments.**
11. **Be open minded and display a professional attitude, appearance, and demeanor during the program.**
12. **Be flexible to schedule changes.**

If you arrive at class without completed assignments, or if you fail to arrive on time, it may be necessary to make up the work and continue the program at a later date. You will be responsible for any additional costs including additional required resources and/or inconvenience this causes. In scheduling and determining additional cost, your Course Director agrees to give every reasonable consideration to unforeseen events such as family emergencies that lead to this situation.

The Course Director and Staff agree to:

1. **Treat you with respect.**
2. **Start the class as scheduled.**
3. **Provide a positive learning environment in which to master the program objectives.**
4. **Answer your questions to the best of their ability.**
5. **Assist you through learning challenges.**

All program objectives must be met before you are eligible to attend the PADI Instructor Examination (IE). In a situation where you are unable to meet all program requirements, additional training sessions may be needed. Logistics and costs for additional training sessions are determined on a case-by-case basis.

Instructor Candidate Signature: _____ Date _____

Course Director Signature: _____ Date _____