

Educational Objectives.

This program is a continuing education program designed to prepare a practicing Marine Surveyor with the necessary knowledge and skills in order to determine and report the nature, cause and extent of damage to a yacht or small craft.

On a practical and procedural basis, to provide the marine surveyor with a knowledge of the usual and customary practices, procedures and expectations of the client and principals in a damage case.

Course Description:

The course is designed for the marine surveyor who is not presently engaged in, or with limited experience in, the damage and claims segment of the profession. The goal is to allow the surveyor to accept a claims assignment and to discharge his duties and obligations in a proper and professional manner. Primarily, a case study method is used applying principles to past cases from the instructor's files. Although some elements of specific damage to structures and systems are covered, the student is presumed to have a technical knowledge of the repair of yachts and small craft.

Topics include:

- The Marine Insurance Contract
- Practical role of the marine surveyor in a damage claim
- The damage survey report
- Report procedures
- FRP Structure
- Gasoline and diesel engines and drive trains.
- Special cases
- Testing and Report Preparation

Admission:

Enrollment is limited to 12 students. In order to encourage balanced input during the class and to facilitate and encourage casual interaction among students and instructors after class, usually three instructors will attend each class. Reading and preparation outside of class time is expected. In order to receive a certificate of completion, a score of 80% on a twenty question test and submission of a satisfactory damage survey report is required.

Certification:

The course is not intended to be a claims seminar for the continuing education of the practicing damage surveyor on the finer points and late developments in a claim practice. Steve Knox's annual seminar, among others, is the proper venue for same. All students who successfully complete the program are issued with a "Certificate of completion" from the Chapman School of Seamanship. This certificate may be useful to show continuing education credits with organizations within the Surveying Industry such as SAMS or NAMS.

Tuition & Fees

Non-refundable deposit \$ 350.00
Tuition balance... \$1,175.00
Tuition total \$1,525.00

- Payment of the full tuition is due with the completed and signed Registration Form and a copy of an official photo ID.
- Tuition includes books, supplies and laboratory fees.
- Tuition does not include housing, board or transportation.
- All costs are payable in US currency only.
- The School accepts, Discover, Visa, Master Card, or American Express..

Transfer/Refund Policy

- If registration is not accepted by the School, all payments made will be refunded.
- If cancellation is requested within three (3) business days after signing the Registration Form, all payments will be refunded in accordance with the buyer's right to cancel.
- If the School cancels the program due to insufficient student enrollment, I may be rescheduled to a future class, or all payments made will be refunded. In the event that I am unable to attend the class for which I am registered the following change/refund policy will apply:
 1. If cancellation is requested more than three (3) business days after signing the Registration Form but, before the beginning of classroom instruction, the applicant is obligated for the non-refundable Tuition Deposit.
 2. Where notice is provided to the School more than fourteen (14) days before the start of class, a student may transfer to another class (if available), upon payment of a \$50.00 transfer fee.

Course Schedule

2026 Class

Class#	Start	End
03-26	03/02	03/06

Classes meet 8:30am to 5:00pm

Transfer/Refund Policy (Cont.)

3. Where notice is provided to the School less than 14 days before the start of class to cancel, or if the applicant does not arrive for the scheduled class, or if the applicant wishes to withdraw from class once classes have begun, the applicant may be obligated for the full amount of the tuition.
- If a credit card was used as the original method of payment, a convenience fee of 3.0% of the total amount refunded will apply for all transactions.

Campus Housing

Campus housing consists of dormitory apartments. Each apartment contains a bedroom, convertible living room/bedroom, bath, kitchenette and has an external covered porch. Apartments are located adjacent to the swimming pool.

The number of students per apartment during this program is generally a maximum of two. Housing is offered on a space available basis.

The units are air conditioned, fully furnished and equipped with a refrigerator, countertop range, coffee maker, cutlery crockery and cooking utensils.

The school is not responsible for the loss of any personal property. Sorry, no pets.

Housing Fees

Housing per night (shared) . . . \$50
Fee includes utilities.

Housing Refund

- Housing fees are due 30 days prior to the start of class.
- If a student cannot attend the classes for which he/she is registered, housing fees are refundable.
- Once a student moves into the unit no fees will be refunded.
- If a credit card was used as the original method of payment, a convenience fee of 3.0% of the total amount refunded will apply for all transactions.

Housing Refund...(Cont.)

- In the event the student does damage to the accommodations he or she will be responsible for the replacement cost required to repair the damaged School property.

General

Shorts are usually the dress of the day. However, the occasional cold snap does occur, so a light jacket or sweater may be good to have available in need.

Students will be crawling about on boats as part of the program so boat shoes and work clothes are required.

A student damage survey report is expected, so a laptop computer and printer would be useful, but is not essential since a neatly hand printed report will be acceptable.

Curriculum, fees, expenses and other matters described herein are subject to change without notice at the discretion of the Chapman School of Seamanship. Currently enrolled students who have paid in full will not be affected by any such changes unless they change the date of enrollment to a future class.

The School does not discriminate on the basis of age, sex, religion, race or ethnic group in the administration of any of its policies and programs.

Damage and Claims Survey- Basic Program is a continuing education program designed for practicing surveyors wishing to expand their knowledge and expertise in the Surveying field and is not Licensed by the Florida Department of Education Commission for Independent Education.

Notes



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