

Thank you for your interest in our Senior Marine Engineering Prep courses. In order to ensure a smooth booking process please follow all instructions provided in this form and in any other correspondence that we may have with you during the course of booking.

### Application Process

#### Step 1

Send a fully completed Course Application Form to [marine@cityofglasgowcollege.ac.uk](mailto:marine@cityofglasgowcollege.ac.uk), including following supporting documents:

- a. Copy of Passport (photo and address page)
- b. Copy of current CoC (photo and restriction pages)

#### Step 2

Once your eligibility is confirmed, you will be invited to pay the full course fee plus any courier charges (if applicable) by the set application deadline. Please note that the College cannot issue visa support letters until the full course fee is paid.

#### Step 3

The college will acknowledge receipt of payment and issue a Course Acceptance Letter and Visa Support Letter (where applicable).

#### Step 4

Students will be contacted before the course commences.

**Places are allocated on a first come, first served basis. You are advised to make your application as far in advance as is practical.**

### Human Element & Leadership Management (HELM)

The college offers HELM dates to fit around your EK course which will allow you to focus on the course and achieve the required level of course attendance. Dates are provided under Course Choices below.

### High Voltage Management Training

The 2010 Manila amendments to the STCW Code bring in the requirement for engineers to undergo education and training in high voltage systems, at both the operational (III/1) and management (III/2 and III/3) levels.

### Notice of Eligibility

Candidates must obtain an appropriate level of NOE issued by the MCA UK prior to booking the Oral examination. Please refer to [MIN 620](#) for an update on online oral exams and future issue of Notice of Eligibilities. Further details on the requirements can be found in [MSF 4275](#) and [MSN 1857 Amendment 1 \(M+F\)](#)

You can also contact the MCA directly by emailing them: [engineering@mca.gov.uk](mailto:engineering@mca.gov.uk)

### International Students - Visa Requirements

For International applicants who meet the course and college entry requirements, the college will issue a Short Term Study Visa Support Document which should be used to apply for a Student Visitor Visa. Students should note that they **must have a valid passport for the duration of stay** and that Visa Support Documents will only be issued within 3 months of the course start date.

### Contact

For further information please contact:

Marine

Tel: 0141 375 5572

Email: [marine@cityofglasgowcollege.ac.uk](mailto:marine@cityofglasgowcollege.ac.uk)

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**Personal Details**

Title (Mr/Mrs/Miss etc)

Forename (as per passport)

Surname (as per passport)

Date of Birth (as per passport)

Nationality

Passport Number

Would you require a Visa Support Letter from the College? Yes No

Permanent Address (as per passport)

Address for Correspondence (if different from above)

Home Tel.

Mobile

E-mail

Previous Educational Qualification(s) (HNC, HND, etc.)

Level of Current CoC (EOOW, Second Engineer (III/2) etc.)

Current CoC issued by (MCA UK etc.)

CoC Number

Year CoC Issued On

CoC restriction (Motor Ships Only, Steam Ships Only, etc.)

Have you obtained appropriate NOE from MCA for the course of your choice? Yes No

If you have answered **No** to the question above, have you applied for an appropriate NOE? Yes No

## Course Choice(s)

### Engineering Knowledge (Motor) Management Level (III/2, Unlimited) Prep Course

To complete this course, candidates have a choice of 2 possible options as detailed below.

#### OPTION 1 £2100 – On Campus Learning.

This 7 week course will be delivered solely on campus, 4 days per week Monday - Thursday.

#### OPTION 2 £2100 – On Line Learning.

This 7 week course will be delivered on-line only, 4 days per week Monday - Thursday.

Fridays can be used to replace bank holidays etc.

For both courses we recommend that the students have a suitable device to read notes from such as: **Laptop or Tablet** and it is essential that online students have a device with web cam and a reliable internet connection. (Phones are not suitable devices for participating in these courses)

Delivery Method	Course Starts	Course Ends	Application Deadline		
			International Applications	UK/EEC Applications	Select an option
Option 1- On Campus	28/08/2023	12/10/2023	10/07/2023	14/08/2023	
Option 2- Online learning	28/08/2023	12/10/2023	14/08/2023	14/08/2023	
Option 1- On Campus	23/10/2023	07/12/2023	16/09/2023	09/10/2023	
Option 2- Online learning	23/10/2023	07/12/2023	09/10/2023	09/10/2023	
Option 1- On Campus	29/01/2024	14/03/2024	02/12/2023	06/01/2024	
Option 2- Online learning	29/01/2024	14/03/2024	06/01/2024	06/01/2024	
Option 1- On Campus	29/04/2024	13/06/2024	20/03/2024	15/04/2024	
Option 2- Online learning	29/04/2024	13/06/2024	15/04/2024	15/04/2024	

### Oral Examination (Chief or Second) Preparation

#### Online sessions available throughout the year - £245

To prepare for your oral examinations, you can choose to have 2 one-to-one zoom practice sessions (1 hour each). These sessions will be with a Marine Engineering lecturer at Seconds or Chief level.

Please select an option -

Chief Engineer Level

Second Engineer Level

## **DISTANCE LEARNING - Management Level (III/2) Academic Subjects**

£550.00 per subject. Courses available throughout the year.

### Management Level

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Applied Heat  
Applied Mechanics  
Mathematics  
Naval Architecture  
Electrotechnology  
Engineering, Systems & Ship's Drawings

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### Second Engineering (Limited) Level

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General Engineering Science I  
General Engineering Science II  
Engineering Knowledge I  
Engineering Knowledge II

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## **HELM (Management):**

5 day course, £680.00 per person

19/12/23      15/4/24

## **High Voltage (Management):**

5 day course, £1155.00 per person\*

14/8/23      2/10/23      08/1/24      22/4/24