

TOTAL PACKAGE Instructor Development Course Learning Agreement

This TOTAL PACKAGE IDC includes:

1. *PADI IDC Preparation Day*
2. *PADI Assistant Instructor Course*
3. *PADI Open Water Instructor Course*
4. *Emergency First Response Instructor Course*
5. *DAN Diving First Aid (DFA) Provider Course*
6. *DAN Instructor Suite (DFA & BLS & EO2) Course*
7. *ENHANCED PADI Master SCUBA Diver Trainer Preparation (MSDT Prep) Course which includes a total of EIGHT PADI Specialty Instructor ratings – ALSO including EAN and EO2 Student Certifications if you do not already have these*

Welcome to your TOTAL PACKAGE 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 and beyond. During this program, you'll receive a full orientation to the PADI system of diver education. Prior to the start of your TOTAL PACKAGE 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 TOTAL PACKAGE IDC, you agree to:

1. **Complete all required pre-work BEFORE the First Class Session including:**
 1. No later than three 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. DAN: DFA Provider, Core Instructor Module, BLS Instructor, EO2 Instructor, and DFA Instructor Course eLearning within twelve months of the DAN portion of the IDC in-person session(s) and DFA Provider "Review Questions" – can be found in as an attachment in the eLearning
 5. EFR Instructor Course eLearning within twelve months of the EFRI in-person session(s)
 6. Secure Diver 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)
 7. Provide to Course Director photocopies front and back of non-PADI/EFR initial, advanced, rescue, EFR (or equivalent), enriched air and leadership level certifications documentation (minimum Divemaster or equivalent to attend IDC)
 8. Submit proof of Enriched Air and EFR Primary & Secondary Care (or satisfactory equivalent) training within the past 24 months – only required if non-PADI/EFR certified
 9. Watch PADI Open Water Course Video or videos embedded in the Open Water Diver Course eLearning
 10. Watch PADI Rescue Course Video or videos embedded in the Rescue Diver Course eLearning
 11. Bring to First Class Session, proof of more than 100 logged dives
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 thoroughly 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. 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 Exercises 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 and are familiar with all required *CURRENT* materials including (electronic or paper as applicable):**
 1. IDC Crew-Pak ALL contents
 2. DAN Instructor materials included as attachments in the DAN eLearning ALL contents
 3. EFR Instructor Digital Crew Pack ALL contents
 4. *CURRENT* PADI Instructor Manual loaded onto your mobile device or tablet
 5. Open Water Diver Manual paper or digital
 6. Advanced Open Water Manual paper or digital plus Multi-Purpose Data Carrier slate
 7. Rescue Diver Manual paper or digital plus Accident Management slate
 8. Divemaster Crew-Pak ALL contents paper or digital plus Divemaster slate pack (all slates)
 9. Encyclopedia of Recreational Diving
 10. RDP Table and Manual AND 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 available 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(s).**
- 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 (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 performance requirements 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 _____