



part

4

**PFI Leadership
Standards**

1. Freediver Supervisor.....	227
1.1 Introduction	227
1.2 Course Objectives	227
1.3 Program Prerequisites	228
1.4 Required Student Equipment	228
1.5 Support Materials	228
1.6 Qualification of Graduates	229
1.7 Who May Teach the Freediver Supervisor Course	229
1.8 Student to Instructor Ratios	229
1.9 Freediver Supervisor Depth Restrictions	230
1.10 Recommended Course Minimums	230
1.11 Knowledge Development Overview	230
1.12 Confined Water Overview	236
1.13 Open Water Overview	238
1.14 Graduation Requirements	240
 2. Assistant Freediver Instructor	 241
2.1 Introduction.....	241
2.2 Course Objectives	241
2.3 Program Prerequisites	241
2.4 Required Student Equipment.....	241
2.5 Support Materials	241
2.6 Qualification of Graduates	242
2.7 Who May Teach	242
2.8 Student to Instructor Ratio.....	242
2.9 Depth Restrictions.....	242
2.10 Recommended Course Minimums	243
2.11 Knowledge Development Overview	243
2.12 Confined Water	244
2.13 Open Water	246
2.14 Graduation Requirements	247
2.15 Certification Procedure	247

3. Freediver Instructor 248

▶ 3.1 Introduction.....	248
▶ 3.2 Course Objectives	248
▶ 3.3 Program Prerequisites.....	248
▶ 3.4 Required Student Equipment.....	248
▶ 3.5 Support Materials.....	248
▶ 3.6 Qualification of Graduates	249
▶ 3.7 Who May Teach.....	249
▶ 3.8 Student to Instructor Ratio.....	249
▶ 3.9 Depth Restrictions.....	249
▶ 3.10 Recommended Course Minimums	250
▶ 3.11 Knowledge Development Overview	250
▶ 3.12 Confined Water	251
▶ 3.13 Open Water	251
▶ 3.14 Graduation Requirements	252
▶ 3.15 Certification Procedure	252

4. Assistant Intermediate Freediver Instructor 253

▶ 4.1 Introduction.....	253
▶ 4.2 Course Objectives	253
▶ 4.3 Program Prerequisites.....	253
▶ 4.4 Required Student Equipment.....	253
▶ 4.5 Support Materials.....	254
▶ 4.6 Qualification of Graduates	254
▶ 4.7 Who May Teach.....	254
▶ 4.8 Student to Instructor Ratio.....	254
▶ 4.9 Depth Restrictions.....	255
▶ 4.10 Recommended Course Minimums	255
▶ 4.11 Knowledge Development Overview	255
▶ 4.12 Confined Water	256
▶ 4.13 Open Water	257
▶ 4.14 Graduation Requirements	258
▶ 4.15 Certification Procedure	258

5. Intermediate Freediver Instructor..... 259

▶ 5.1 Introduction	259
▶ 5.2 Course Objectives	259
▶ 5.3 Program Prerequisites	259
▶ 5.4 Required Student Equipment	260
▶ 5.5 Support Materials	260
▶ 5.6 Qualification of Graduates	260
▶ 5.7 Who May Teach	260
▶ 5.8 Student to Instructor Ratio.....	260
▶ 5.9 Depth Restrictions	261
▶ 5.10 Recommended Course Minimums	261
▶ 5.11 Knowledge Development Overview	261
▶ 5.12 Confined Water	262
▶ 5.13 Open Water	263
▶ 5.14 Graduation Requirements	264
▶ 5.15 Certification Procedure	264

6. Advanced Freediver Instructor 265

▶ 6.1 Introduction	265
▶ 6.2 Course Objectives	265
▶ 6.3 Program Prerequisites	265
▶ 6.4 Required Student Equipment	265
▶ 6.5 Support Materials	266
▶ 6.6 Qualifications of Graduates – change to:	266
▶ 6.7 Who May Teach	266
▶ 6.8 Student to Instructor Ratio	266
▶ 6.9 Course Structure and Duration	267
▶ 6.10 Administrative Requirements.....	267
▶ 6.11 Knowledge Development Overview	268
▶ 6.12 Confined Water	268
▶ 6.13 Open Water	269
▶ 6.14 Graduation Requirements	270
▶ 6.15 Certification Procedure	271

7. PFI Instructor Trainer.....	272
7.1 Introduction	272
7.2 Qualification of Graduates.....	272
7.3 Who May Teach	272
7.4 Student to Instructor Ratio	272
7.5 Student Prerequisites	272
7.6 Course Structure and Duration.....	273
7.7 Administrative Requirements	273
7.8 Training Material.....	273
7.9 Required Subject Areas	274
7.10 Required Skill Performance and Graduation Requirements	274
7.11 Policies for All Instructor Trainers	276
 8. International Training Crossover Course	 277
8.1 Introduction.....	277
8.2 Qualifications of Graduates	277
8.3 Who May Teach.....	277
8.4 Student to Instructor Ratio.....	277
8.5 Student Prerequisites	278
8.6 Course Structure and Duration	278
8.7 Administrative Requirements.....	278
8.8 Required Equipment	279
8.9 Required Subject Areas.....	279
8.10 Required Skill Performance and Graduation Requirements	280

Revision History		
Revision Number	Date	Changes
0719	07/01/2019	Initial standard
0120	01/01/2020	1. Addition of PFI Freediver Supervisor Standard, all subsequent standards renumbered
0720	07/24/2020	Changes affecting PFI standards for mid second quarter 2020 include reducing and correcting student to instructor ratios with Assistant Instructors, allowing the use of manikins to perform safety skills, increase the distance a safety buddy may be from the diver, change the method of coaching recovery breathing, established most skills as graduation requirements, corrected minor formatting errors and typographical mistakes.
0121	01/01/2021	Corrected minor typographical errors
0221	02/01/2021	International Training Crossover Course Standards added
0122	01/01/2022	"Leadership Standards" (originally Part 3) renumbered to "Part 4". 4.3, 5.3 Removed "Be certified as a PFI Advanced Freediver or equivalent" 5.3 Removed "*" from items 4&6 (now 3&5) 6. Added new standard PFI Advanced Freediver Instructor 7. Added new standard PFI Instructor Trainer 8. Renumbered International Training Crossover Course to 8



1. Freediver Supervisor

1.1 Introduction

The PFI Freediver Supervisor course is the first professional level program where successful participants can purchase professional level liability insurance and PFI professional membership. Participants learn the knowledge, skills and techniques to ‘work’ as a PFI professional supervising students, athletes and certified freedivers in both educational environments appropriate to their skill level, national to world championship level competitions including record attempts and as a general guide/supervisor for certified freedivers.

1.2 Course Objectives

The objective of this course is to train individuals in the benefits, skills, techniques and safety & problem management for supervision appropriate to the certification depth of the Freediver Supervisor. Freediver Supervisor level instruction focuses on safety and problem management as well as risk mitigation with an emphasis on instructional, training, competitive and recreational environments. An emphasis is on the overall organization of the freedive site, counterbalance systems and use while incorporating primary and secondary safety freedivers.

1.3 Program Prerequisites

1. 18 years of age
2. Above average swimming skills
3. PFI Intermediate Freediver or equivalent
4. PFI Safety Freediver
5. Be in good medical & physical condition and have signed medical clearance for freediving from a physician.
6. Be a current CPR, first aid and AED (where permissible by law) provider with a program that includes marine life injuries, and neurological assessments
7. Be certified to administer O2 for diver related injuries (where permissible by law)

1.4 Required Student Equipment

1. Freediving quality mask, fins, snorkel
2. Freediving quality exposure protection (appropriate for local environment)
3. Freediving quality waist and neck weight belt and weights (appropriate for local environment)
4. Freediving computer and additional timing device
5. Freediving AIDA sanctioned lanyard

1.5 Support Materials

Student materials:

1. *PFI Liability and Assumption of Risk* form
2. *PFI Medical Statement*

Instructor materials:

1. *PFI Freediver Supervisor Standard*
2. *PFI Freediver Supervisor Presentation*
3. *PFI Freediver Supervisor final exam*

1.6 Qualification of Graduates

1. Upon successful completion of this course, graduates may engage in supervising freediving activities as a recreational guide, organizer and safety during competitions and record attempts and during PFI educational courses.
2. Upon successful completion of this course, graduates are qualified to enroll in Advanced Freediver, Freediver Assistant Instructor, Open-line Diving, and Specialty Freediver programs.
3. Divers may be certified with a Freediver Supervisor -Pool Only certification after successfully completing all knowledge Development and Confined Water training sessions. There is no open water training necessary for this level of certification and divers at this level are not certified for any open water activities.

1.7 Who May Teach the Freediver Supervisor Course

1. This course may be taught by any active PFI Intermediate Freediver Instructor

1.8 Student to Instructor Ratios

Classroom:

1. Unlimited so long as adequate facility, supplies and time are provided to ensure comprehensive and complete training.

Confined Water:

1. A maximum of eight students to one PFI Intermediate Freediver Instructor (8:1). Or a maximum of twelve students to one PFI Intermediate Freediver Instructor (12:1 max) with the use of active status PFI Assistant Intermediate Freediver Instructors

Open Water:

1. A maximum of six students to one PFI Intermediate Freediver Instructor (6:1). Or a maximum of ten students to one PFI Intermediate Freediver Instructor (10:1 max) with the use of active status PFI Assistant Intermediate Freediver Instructors

1.9 Freediver Supervisor Depth Restrictions

Open Water:

1. Maximum open water depth of 40 meters/132 feet.

Confined Water:

1. Maximum confined water depth of 10 meters/33 feet

1.10 Recommended Course Minimums

Classroom

1. 4 hours

Confined Water

1. 6 hours

Open Water

1. 6 hours

1.11 Knowledge Development Overview

The following topics must be covered during the course. Instructors may use additional texts or materials they feel help present these topics.

1. Introduction
 - a. Participant and staff Introductions
 - b. Course overview
 - c. Paperwork and prerequisites
 - d. Equipment requirements check
 - e. Classroom, confined and open water protocols and conduct
 - f. Safety / supervision practices
2. Roles and Responsibilities of a Freediver Supervisor
 - a. Priority of Responsibility:
 - i. Safety:
 - ii. Technique:
 - iii. Performance:

3. Freediver Supervisor Role:
 - a. Professional role model
 - b. Directly responsible for the overall environment
 - c. Oversee safety team
 - d. First aid and freediver retrieval systems
 - e. Liaison between students and instructors, or athletes and judges
4. Freediver Supervisor Responsibilities in Educational Programs:
5. Freediver Supervisor Responsibilities in Training, Competitions and Events:
6. Freediver Supervisor Operating Procedures
 - a. Freediver Supervisor Pre/Post Dive Operating Procedures in Educational Programs:
 - i. Liaise with the instructor:
 - b. At the coordination and direction of the course instructor, you may be asked to perform some or all the following tasks:
 - i. Meet instructor 30min or sooner before opening to ensure:
 1. Classroom is
 2. Pool is
 3. Open water is
 - ii. End of session ensure
 - iii. Greet and direct students
 - iv. Organize student paperwork
 - v. Provide Site briefings
 - vi. Conduct 'Freediver Supervisor Dive Operating Procedures in Educational Programs' for the level appropriate to course taught
7. Freediver Supervisor In-Water Dive Operating Procedures in Educational Programs:
 - a. General Protocols
 - i. Students aren't allowed in the pool or ocean unsupervised and without an assigned buddy
 - ii. Students should be checked that they aren't dangerously over weighted
 - iii. Students are supervised at the surface
 - iv. Freedives are supervised by a freediver supervisor or instructor while underwater
 - v. Direct Supervision procedures in place always
 - vi. 'Recovery Breathing' is always coached or supervised

- b. Freedive Operating Procedures
 - i. Instructor conducts 'skills briefing' which includes:
 - ii. Instructor conducts 'Safety briefing'
 - iii. Entry into water
 - iv. Swimming to and arriving at rig / teaching site:
 - v. Start of training session. Freediver Supervisor should be prepared to
 - vi. Swimming from open water session to arrival at shore / boat:
 - vii. Break down dive site including rigs and any in-water equipment
 - viii. Assist students in breaking down and storing gear
 - ix. Conduct Accounting of students
 - x. Instructor conducts debriefing
 - c. Rescue Scenarios:
 - i. Depth / rescue simulations
 - ii. Calculated times Performer (Freediver Supervisor)
8. Freediver Supervisor Operating Procedures in Training, Competitions and Events
- a. General Standards:
 - i. This may cover competitions, events, guided dives, spearfishing, scooters.
 - ii. Be familiar with the competition/event standards of the association you are safety for
 - b. Freedive Supervisor in Events or Guided Freedives:
 - i. General Protocols
 - 1. Freedive Supervisors can be expected to perform many tasks
 - 2. Clients should be checked that they aren't dangerously over weighted
 - 3. Freedives are supervised by a freediver supervisor or instructor while underwater
 - 4. Direct Supervision procedures in place at all times
 - 5. 'Recovery Breathing is always supervised:
 - 6. Visually and audibly coached when necessary
 - ii. Freedive Operating Procedures
 - 1. Freedive Supervisor conducts 'session briefing'
 - 2. Swimming from open water session to arrival at shore / boat
 - 3. Set up and break down dive site including rigs and any in-water equipment
 - 4. Assist clients in breaking down and storing gear
 - 5. Conduct Accounting of clients

- c. AIDA Style Competition:
 - i. General Protocols:
 - 1. Performance inscriptions
 - 2. Timing
 - 3. Athlete 45:00 warm-up
 - 4. No oxygenated mixtures
 - 5. Performance staggers
 - 6. 2:00 countdown
 - ii. Surface Protocol:
 - 1. 15 seconds
 - iii. Discipline Points:
 - 1. Depth: 1m of depth = 1 point
 - 2. Static: 5sec = 1 point / 1sec = 0.2 point
 - 3. Dynamic: 2m of distance = 1 point
 - iv. Depth Competition Procedures and Protocols:
 - v. Static Competition Procedures and Protocols:
 - vi. Dynamic Competition Procedures and Protocols:
- 9. Command and Control
- 10. Hierarchy of Responsibility:
 - a. Most to least responsible;
 - b. Individual Dive Supervisor with group;
 - c. Team Groups work on structures of 'hierarchy of responsibility';
- 11. Risk Assessment
 - a. Procedure for identifying and then helping mitigate risks. This can be employed when in new or challenging environments, using new freediving techniques or strategies or when working in large groups or event settings. General process of risk mitigation planning includes:
 - i. Risk Assessment Planning
 - b. Categories to consider in 'Dive Site Risk Mitigation' include:
 - c. Use the PFI Site Assessment Sheet
 - d. Have Emergency Assistance/Action Plan compete
 - e. Help find solutions to mitigate identified risk factors
- 12. Personnel and Participant Organization:
 - a. Buddy Assignments:
 - b. Student Rotations:
- 13. Control of Students and Environments
 - a. Placement of self and students/clients for overall safety. These include:
 - b. Placement for effective learning. These include:

14. Dive Accounting Procedures

- a. Accounts for all students, instructors/staff, boat/shore or pool staff / crew for entry and exit into confined or open water
- b. Full names and emergency contact info for each participant should be easily accessible
- c. Large groups may include a written roster with 'check in / check out' system and dedicated person. Other systems may be utilized by boat crew / pool staff, this should be in addition to instructor/safety accounting
- d. Conducted:
 - i. prior to water entry or boarding boat to confirm total number expected (conducted before group briefing)
 - ii. after entry or leaving dock
 - iii. by instructor / safety during session between individual teaching/training groups
 - 1. after instructors/safeties arrive back at surface with student and recovery breathing is complete, a quick 'head check' is performed
 - iv. prior to leaving rig for shore or boat
 - v. immediately after exiting water before boat departure or arriving on shore / pool deck (conducted before group debriefing)
- e. Double confirmation between teaching/safety team

15. Administrative Roles and Site Briefings

- a. Paperwork
- b. Classroom rules:
- c. Pool Rules and Conduct:
- d. Boat Rules and Coast Guard Regulations:
- e. Open Water Site Briefing:
- f. Open Water Rig and Diving Rules:
- g. Dive Flag Laws / Fish and Game Laws and Regulations:

16. Psychology of Rescue**17. Stressed – real or imagined?****18. Recognizing Freediver Stress:****19. Handling Freediver Stress:****20. Critical Incident Stress Signs & Symptoms:****21. Helping CIS:**

22. Freediving Accident Management

- a. Responding to Freediver Emergencies:
 - i. Physically / Mentally
 - ii. Training and skills
 - iii. Equipment readiness
- b. Emergency Assistance Plan (Location Specific):
- c. Emergency Management:
- d. Missing Freediver:
- e. Egress and Evacuation:
- f. Exit Considerations:
- g. Helicopter Evacuation for Boat:
 - i. Boat – Helicopter communication
 - ii. Boat make way into the wind
 - iii. Prepare boat for pickup
 - iv. Prepare patient for pickup
 - v. Signal helicopter when ready; let it come to the boat
 - vi. Let line or basket touch deck; static discharge
 - vii. Prepare patient; don't tie basket to boat
- h. Helicopter Evacuation for Shore:
 - i. Free landing area; 18m x 18m / 60' x 60'
 - ii. Clear area of loose objects
 - iii. Mark windward area
 - iv. Wait for pilot to signal; standing low
 - v. Keep everyone clear; never approach from behind
- i. Managing Scene Until EMS Arrives:
- j. Post-Accident Reports:
- k. Freediver Retrieval System:

1.12 Confined Water Overview

The following confined water skills are to be briefed, demonstrated, evaluated, practiced and debriefed by the PFI Intermediate Freediver Instructor and/or active PFI Intermediate Freediver Assistant Instructor as outlined in the PFI General Standards and Procedures section.

1. Watermanship & Stamina
 - a. 800-meter snorkel in under 16 minutes
 - b. 400-meter swim with no equipment (mask/goggles only) non-stop in under 10 minutes
 - c. 15 minutes treading water without floatation
 - d. Horizontal underwater swim (dynamic) with equipment for 50-Meters demonstration quality
 - e. Complete a static of no less than 2 minutes without warm-up and 4-minute breathe-up demonstration quality
 - f. 100m egress with non-stop BLS demonstration quality
2. Freediver Skill Circuit
 - a. To be certified as a PFI Freediver Supervisor a student must demonstrate ALL of the following skills at **demonstration** quality to the satisfaction of the PFI Instructor as follows:
 - i. Proper Fin Use
 - ii. Flutter kick
 - iii. Dolphin kick
 - iv. Proper Weighting and Buoyancy
 1. Neutral buoyancy surface determination (surface)
 2. Buoyancy exhalation test
 - v. Equalization of Ears, Sinuses and Mask
 - vi. Surface Dives
 1. Surface breathing and preparation
 2. Single and Double raised leg descent
 3. Ascent Procedures
 - vii. Self-Emergency Ascent Procedures
 1. Flooded mask ascent
 2. Weight belt removal and ascent
 - viii. Emergency Rescue & Problem Management
 1. Recovery breathing and coaching
 - a. Buddy A – recovering freediver
 - b. Buddy B – surface safety

2. LMC at surface
 - a. Buddy A – LMC freediver
 - b. Buddy B – surface safety
3. Blackout at surface
 - a. Buddy A – BO freedive
 - b. Buddy B – surface safety
4. Blacked out on surface face down
 - a. Buddy A – BO at surface freediver
 - b. Buddy B – surface safety
5. Underwater assistance with blackout
 - a. Buddy A – Assistance U/W with BO
 - b. Buddy B – surface safety
6. Blacked out on bottom with egress
 - a. Buddy A – BO freediver on bottom
 - b. Buddy B – surface safety with egress
- ix. Static / Dynamic Apnea
 1. Static apnea
 - a. Students work as Buddy A and Buddy B; breath-holder and safety then switch
 - b. 2x Mockup of Intermediate Freediver day 2 static sessions (fast forwarding time)
 - i. Freediver Supervisor corrects performer's issues calmly and controlled
 - ii. PFI Instructor assigns problems to Buddy A
 - iii. Timing and safety signals
 - iv. Recovery breathing and support assistance
- x. Dynamic apnea
 1. Students work as Buddy A and Buddy B; dynamic and safety then switch
 2. Establish buoyance and trim
 3. 2x Mockup of Intermediate Freediver pool only dynamic session (fast forwarding time)
 - a. Freediver Supervisor corrects performer's issues calmly and controlled
 - b. PFI Instructor assigns problems to Buddy A
 - c. Timing and safety signals
 - d. Recovery breathing and support assistance

1.13 Open Water Overview

To be certified as a PFI Freediver Supervisor a student must demonstrate ALL of the following skills at **demonstration** quality to the satisfaction of the PFI Instructor:

1. Open Water Training Sessions
 - a. A minimum of one (1) ocean session must be completed with two (2) recommended
2. Prepare Freediving Equipment without Instructor Assistance
 - a. Prepare without assistance of the instructor
 - b. Prepare and check with assistance of a buddy
3. Proper Entry Procedure
 - a. Confirm with buddy when ready
 - b. Have all equipment in place including mask on and snorkel in mouth
 - c. Confirm with an 'OK' once in water and clear
4. Open Water Freediver Skill Circuit
 - a. Recovery Breathing and Coaching
 - i. Buddy A – recovering freediver
 - ii. Buddy B – surface safety
 - b. Proper Weighting and Buoyancy
 - i. Neutral buoyancy surface determination
 - ii. Neutral buoyancy at 10m / 33'
 - iii. Buoyancy exhalation test
 - c. Proper Fin Use
 - i. Flutter kicking at surface and during depth dives
 - ii. Stationary position / sculling technique
 - d. Kick cycles
 - i. Demonstrate proper kick cycles determinations to landmark depths if achievable:
 1. 10m / 33ft hard kick cycles
 2. 20m / 66ft soft kick cycles
 - e. Dolphin kick
 - f. Equalization of Ears, Sinuses and Mask
5. Freediver Supervisor Capacity Dives
 - a. Complete three (3) 20m/66' demonstration quality CWT dives with a 20 second hang.
 - b. The three dives may be completed in normal rotation with other Freediver Supervisor Candidates.

6. Self-Emergency Ascent Procedures
 - a. Mask ascent from 20m/66ft
 - i. Flood at depth
 1. Full flood at 20m/66ft of depth
 2. Remain flooded for 10sec at depth before ascent
 3. Proper controlled ascent and depth recovery breathing
7. Freediver Supervisor Student Control and Capacity
 - a. 20m/66ft touch and Go (Freediver Course)
 - i. Buddy A & B – Freediver Supervisor corrects and provides feedback to PFI Instructor
 1. Lose line
 2. Stay on plate
 3. Incorrect recovery breathing
 - ii. Freediver Supervisor remains within 5m/16ft and visual contact
 - b. 20/25m 66/82ft Touch and Go (Freediver/Intermediate Freediver)
 - i. Depth based on candidate ability – 20m/66ft for candidates that are Intermediate Freediver, 25m/82ft for those that are Advanced Freediver
 - ii. Buddy A & B – Freediver Supervisor corrects problems and provides feedback to PFI Instructor
 1. Head position
 2. Past plate
 - iii. Freediver Supervisor remains within 5m/16ft and visual contact
 - c. 20/30m 66/99ft Touch and Go (Freediver/Intermediate Freediver)
 - i. Depth based on candidate ability – 20m/66ft for Candidates that are IFD, 30m/99ft for those that are Advanced Freediver
 - ii. Buddy A & B – Freediver Supervisor corrects problems and provides feedback to PFI Instructor
 1. Head and body position
 - iii. Freediver Supervisor remains within 5m/16ft and visual contact
8. Student Rescue Scenarios – Buddy A: Freediver Supervisor, Buddy B: Student (Played by Intermediate Freediver Instructor)
 - a. 20m/66ft Freediver Scenario
 - i. Buddy A—determine depth and timing numbers with students, debrief skills
 - ii. Buddy B—leave late; bad body positioning
 - b. 30m/99ft Intermediate Freediver Scenario
 - i. Buddy A—determine depth and timing numbers with students, debrief skills
 - ii. Buddy B—leave early; dive shallow; poor recovery breathing coaching

1.14 Graduation Requirements

in order to successfully complete the course students must:

1. Successfully complete all the knowledge development, confined water and open water training sessions. Open water training is not necessary for Pool Only certification.
2. Demonstrate maturity of judgment and execution commensurate with that of a PFI Professional.
3. Achieve a passing score of 80% on the final exam and show whole knowledge comprehension.

Instructors must:

1. Submit a completed PFI Instructor Registration and Upgrade Form with certification fee to PFI Headquarters within 7 days of course completion date for processing.

2. Assistant Freediver Instructor

2.1 Introduction

This certification course is for individuals wishing to learn the fundamentals of teaching, assisting and supervising breath-hold divers during training and recreational freedives.

2.2 Course Objectives

The objective of this course is to train individuals with the fundamentals of an educational system and the teaching skills for recreational breath-hold diving instruction to a level of Assistant Freediver Instructor.

2.3 Program Prerequisites

1. Minimum age of 18 years
2. Be certified as a PFI Intermediate Freediver
3. Be certified as a PFI Safety Freediver
4. Be certified as a PFI Freediver Supervisor
5. Be in good medical & physical condition and have signed medical clearance for freediving from a physician.
6. Be a current CPR, first aid and AED provider with a program that includes marine life injuries and neurological assessments.
7. Be a current oxygen administration provider (where allowed by law).

2.4 Required Student Equipment

1. Mask, fins, snorkel, exposure protection, weight belt and weights (appropriate for local environment), a timing device and freedive computer, plus any recommended equipment relevant to the level of instruction.

2.5 Support Materials

Student materials

1. *PFI Freediver* student manual or eLearning course
2. *PFI Freediver* Instructor Resource
3. *PFI Standards and Procedures*

Instructor Trainer materials

1. *PFI Assistant Instructor* presentation
2. *PFI Instructor* Manual
3. *ITI Instructor Evaluation* Form
4. *ITI Confined and Open Water Evaluation* form or slates
5. *PFI Instructor Trainer* Manual

2.6 Qualification of Graduates

1. Upon successful completion of this course, graduates may co-teach Freediving courses under the direct supervision of a PFI Instructor.
2. Upon successful completion of this course, graduates are qualified to enroll in the Freediver Instructor Exam.

2.7 Who May Teach

This course may be taught by a PFI Freediver Instructor Trainer

2.8 Student to Instructor Ratio

Classroom

1. Unlimited, so long as adequate facility, supplies and time are provided to insure comprehensive and complete training.

Confined water

1. Maximum of six students to one Instructor Trainer (6:1) or ten students to one Instructor Trainer (10:1) with the addition of a qualified assistant.

Open Water

1. Maximum of six students to one Instructor Trainer (6:1) or eight students to one Instructor Trainer (8:1) with the addition of a qualified assistant..

2.9 Depth Restrictions

Open Water

1. Maximum depth of 25 meters/82 feet

Confined Water

1. Maximum depth of 10 meters/33 feet

2.10 Recommended Course Minimums

Classroom

1. 12 Hours

Confined Water

1. 6 Hours

Open water

1. 8 Hours

2.11 Knowledge Development Overview

The following topics must be covered during this course.

1. Introduction:
 - a. What is PFI?
 - b. Course Overview
 - c. Prerequisites
 - d. Equipment Requirements
 - e. Safety Practices
 - f. Ethical Standards
 - g. PFI Instructor Code of Conduct
2. PFI Standards and Procedures:
 - a. PFI course structures
 - b. General Standards and Procedures
 - c. Individual Course Standards and Procedures
3. Pre-Course Assessments:
 - a. Physics Assessments
 - i. Grade and review
 - b. Dive Outline / Terminology Assessment
 - i. Grade and review
4. Academic Overview:
 - a. Snorkeler Course
 - b. Freediver Course
 - c. Safe Buddy Course

5. Supervising and Control of Freedivers:
 - a. Confined Water Student Training
 - b. Open Water Student Training
 - c. Guiding Freedivers
6. Fundamentals of Educational Systems and Instruction:
 - a. Educational Systems as a Tool
 - b. Imparting Freediving Knowledge
 - c. Designing a Classroom Presentation
 - d. Designing Open Water Presentations
 - e. Evaluating Academic and Open Water Comprehension
7. Course Scheduling and Marketing:
 - a. General course scheduling
 - b. General course marketing
 - c. Snorkel, Safe Buddy and Freediver Levels
8. Academic Teaching Presentations
 - a. Present a minimum of 4 presentations.
 - b. Earn a passing score on at least two knowledge development presentations.

2.12 Confined Water

To be certified as a PFI Assistant Freediver Instructor, candidates must demonstrate the skills to the satisfaction of the PFI Instructor Trainer.

1. Watermanship & Stamina- Surface:
 - a. 800 meter snorkel in under 16 minutes
 - b. 400 meter non-stop swim in under 10 minutes. Goggles permitted
 - c. Tread water for 15 minutes without floatation assistance.
 - d. Horizontal underwater swim (dynamic) with equipment for 50-Meters
 - e. Complete a static of no less than 2 minutes without warm-up and 4-minute breathe-up
 - f. 100m egress with non-stop BLS
2. Site Briefings
 - a. Classroom briefings
 - b. Pool briefings

3. Emergency Ascents & Problem Management:
 - a. Surface LMC Control
 - b. Surface BO Control
 - c. Unconscious BO diver at the surface with rollover
 - d. Underwater BO during ascent- conscious going unconscious
 - e. Locate and ascend with a blacked-out diver from the bottom
 - f. Perform in water artificial resuscitation while doing a rescue tow
4. Command and Control of Students
 - a. Demonstrate command and control/position of students with and without assistants.
 - b. Demonstrate command and control/position of students as an assistant.
5. Skill Circuit/ Teaching Presentation
 - a. Complete the following skill circuit and demonstrate ability to teach:
 - i. Stress Test/Teamwork
 - ii. Mask Skills (partial mask flood and clear, full mask flood and clear)
 - iii. Snorkel Clear- Blast and Displacement Methods
 - iv. Finning Techniques (flutter, sculling and dolphin)
 - v. Surface Entries (one- and two-legged entries)
 - vi. Surface Recovery (as both safety and performer)
 1. 2 hands on float
 2. 3 hook and 3 cleansing
 3. 30 seconds total
 4. 90-degree positioning
 5. Counting hand in-front of face, other hand prepared for vertical support
 - vii. Weight belt removal/replacement (warm and cold water)
 - viii. Static Procedures (as safety and performer)
 1. Proper entry, exit, and signals as performer
 2. As safety, countdown to static time (2:00, 1:30, 1:00, :30, :20, :10, :05-:01)
 3. As safety, correct signaling and coaching for Freediver level STA session
 - ix. Dynamic Procedures (as safety and performer)
 - x. Proper Breathe-up
 1. Counting, purges, pre-equalize, peak inhale
 2. Remove snorkel

6. Confined Water Teaching Presentations
 - a. Present a minimum of 4 presentations with additional back-up presentations as required.
 - b. Present a minimum of two passing confined water development presentations.

2.13 Open Water

To be certified as a PFI Assistant Freediver Instructor, a candidate must be able to assist and perform to demonstration quality, skills to the satisfaction of the PFI Instructor Trainer.

1. Site Briefings
 - a. Ocean briefings
 - b. Boat briefings when applicable
 - c. Rig briefings
2. Site Set-up & Breakdown
 - a. Prepare ocean rig without the assistance of the Instructor
 - b. Break-down and store ocean rig without assistance of the instructor
 - c. Demonstrate environmental and situational awareness
3. Open Water Constant Weight Dive Evaluation
 - a. Complete 3 constant weight dives to 20m/66ft with a 20sec hang showing mastery and demonstration quality techniques from breathe-up to recovery breathing.
4. Problem Management & Rescue Scenarios
 - a. Successfully complete a surface rescue evaluation.
 - b. Successfully complete CWT supervision of a dive including an underwater blackout and rescue evaluation to 2 full breaths at surface.
 - c. Successfully complete a 20m/66ft no mask ascent with proper recovery techniques
 - d. Successfully complete a rescue scenario at instructor demonstration level showing ability to calculate both student and instructor timings as well as finding and correcting any timing or rescue skill problems.
5. Command and Control of Students
 - a. Demonstrate command and control/position of students with and without assistants.
 - b. Demonstrate command and control/position of students as an assistant.

6. Skill Evaluation
 - a. Show mastery and demonstration quality on all skill demonstrations.
7. Open Water Teaching Presentations
 - a. Present a minimum of 4 presentations with additional back-up presentations as required.
 - b. Present a minimum of two passing open water development presentations.

2.14 Graduation Requirements

In order to successfully complete the course instructor candidates must:

1. Attend and assist in all classroom, confined water, and open water sessions
2. Present no less than four academic presentations, with a minimum of two passing
3. Present no less than four confined water & four open water teaching presentations, with a minimum of two passing in each.
4. Demonstrate mastery in confined water & open water sessions.
5. Demonstrate maturity of judgment and execution commensurate with that of a PFI Professional.

2.15 Certification Procedure

1. Leadership level ratings are processed on the PFI Instructor Registration and Upgrade Form.

3. Freediver Instructor

3.1 Introduction

This is the entry level Freediver Instructor Evaluation Course (IEC) for individuals wishing to teach the fundamentals of teaching breath-hold diving for the purpose of increasing student underwater awareness.

3.2 Course Objectives

The objective of this course is to train individuals in instructional skills in the benefits, hazards, and proper procedures for entry-level breath hold diving instruction to a depth of 20 m/66ft.

3.3 Program Prerequisites

1. Minimum age of 18 years
2. Be certified as a PFI Intermediate Freediver or equivalent
3. Be certified as a PFI Assistant Instructor
4. Be in good medical & physical condition and have signed medical clearance for freediving from a physician.
5. Be a current CPR, first aid and AED provider with a program that includes marine life injuries and neurological assessments.
6. Be a current oxygen administration provider (where allowed by law).

3.4 Required Student Equipment

Freedive quality mask, fins, snorkel, exposure protection, weight belt and weights (appropriate for the local environment), freedive computer and a timing device.

3.5 Support Materials

Student materials

1. *PFI Freediver* manual or eLearning course
2. *PFI Freediver* instructor resource
3. *PFI Standards and Procedures*

Instructor Trainer materials

1. *PFI Instructor* Manual
2. *ITI Instructor Evaluation* Form
3. *ITI Confined and Open Water Evaluation* Form or slates
4. *PFI Freediver Instructor* Exam and Answer Key
5. *PFI Instructor Trainer* Manual

3.6 Qualification of Graduates

1. Upon successful completion of this course, graduates may conduct the following PFI Freediving courses :

- Snorkeler
- Freediver
- Safe Buddy
- Open Line Diving
- Coaching Programs
- Introduction to Freediving programs

Upon successful completion of this course, graduates may be qualified to enroll in the Intermediate Assistant Instructor, Intermediate Freediver Instructor or Specialty Freediving Instructor courses.

3.7 Who May Teach

This course may be conducted by a PFI Freediver Instructor Trainer.

3.8 Student to Instructor Ratio

Classroom

1. Unlimited, so long as adequate facility, supplies and time are provided to insure comprehensive and complete training.

Confined water

1. Maximum of six students to one Instructor Trainer (6:1) or ten students to one Instructor Trainer (10:1) with the addition of a qualified assistant.

Open Water

1. Maximum of six students to one Instructor Trainer (6:1) or eight students to one Instructor Trainer (8:1) with the addition of a qualified assistant.

3.9 Depth Restrictions

Open Water

1. Maximum open water depth of 25 m/82 ft..

Confined Water

1. Maximum confined water depth of 10 m/33 ft.

3.10 Recommended Course Minimums

Classroom

1. 4 Hours

Confined Water

1. 8 Hours

Open Water Dive

1. 4 Hours

3.11 Knowledge Development Overview

The following topics must be covered.

1. Introduction
 - a. Course Overview
 - b. Paperwork and Prerequisites
 - c. Equipment Requirements Check
 - d. Pool Protocols and Conduct
 - e. In-water Protocols and Conduct
 - f. Safety / Supervision Practices
2. Assist All Classroom Presentations
 - a. Complete classroom introduction of self
 - b. Assist in all paperwork collection
 - c. Assist in all classroom demonstrations
3. Knowledge Development Presentations
 - a. Complete one classroom presentations (classroom presentation is one slide topic) using the Academic Presentation Form
 - b. Present in a teaching format with briefing/content/summary
 - c. Achieve a passing presentation score
4. Standards & Procedures Exam
 - a. Achieve a passing score of 80% on a Standards and Procedures exam

3.12 Confined Water

To be certified as a Freediver Instructor, a student must demonstrate the following skills to the satisfaction of the PFI Instructor Trainer:

1. Watermanship & Stamina- Surface
 - a. 800 meter snorkel in under 16 minutes
 - b. 400 meter non-stop swim in under 10 minutes. Goggles permitted
 - c. Tread water for 15 minutes without floatation assistance.
 - d. 100m egress swim with non-stop BLS
2. Conduct Pool Site Briefing
3. Confined Water Teaching Presentation
 - a. Earn a passing score on one confined water teaching presentation
4. Confined Water Skill Evaluation
 - a. Complete a Static of no less than 2min with 4-minute breathe-up and no warm-up
 - b. Complete a Dynamic of no less than 50m with equipment, showing proper technique from 4-min breathe-up to recovery breathing, with no warm-up
 - c. Show mastery and demonstration quality on all skills.
5. Problem Management Evaluation
 - a. Earn a passing score on a demonstration quality Static Apnea rescue
 - b. Earn a passing score on a demonstration quality Dynamic Apnea rescue

3.13 Open Water

To be certified as a Freediver Instructor, the candidate must be able to instruct and perform, to demonstration quality, skills to the satisfaction of the PFI Instructor Trainer:

1. Open Water Constant Weight Dive Evaluation (Capacity Test)
 - a. Complete 4 constant weight dives to 20m/66ft showing mastery and demonstration quality techniques from breathe-up to recovery breathing, with no more than a 2-minute surface interval while providing a student briefing and debriefing and correcting any problems during the dive.
2. Open Water Teaching Evaluation
 - a. Earn a passing score on an open water teaching presentation.

3. Problem Management
 - a. Successfully complete a rescue evaluation.
 - b. Successfully complete CWT supervision of a dive including an underwater blackout and rescue evaluation to 2 full breaths at surface.
 - c. Successfully complete a stress test at 20m.
4. Skill Evaluation
 - a. Show mastery and demonstration quality on all skill demonstrations.

3.14 Graduation Requirements

In order to successfully complete the course students must:

1. Attend and assist in all classroom, confined water, and open water sessions
2. Earn a score of 80% or higher on all written exams
3. Present at least one academic, one confined water, and one open water teaching presentation earning a passing score on each
4. Pass a rescue evaluation for static, dynamic and open water
5. Show mastery of confined water and open water skill demonstrations
6. Demonstrate organizational skills with regard to site set-up and break-down
7. Demonstrate maturity of judgment and execution commensurate with that of a PFI Professional.

3.15 Certification Procedure

1. Leadership level ratings are processed on the leadership registration form.

4. Assistant Intermediate Freediver Instructor

4.1 Introduction

This next level of Assistant Instructor certification allows the continuing Freediver Instructor to gain more skills and experience with more continuing education freediving courses that focus on the Intermediate Freediver level of education. Assistant Instructors in this area possess a high level of knowledge, skill, capacity, technical expertise and ability and will be required to work in the 40m/132ft depth range repeatedly while also being able to employ safety and problem management techniques. This program may be taught as a stand-alone program or combined during an Intermediate Freediver Instructor course.

4.2 Course Objectives

The objective of this course is to train individuals in instructional skills in the benefits, hazards, and proper procedures for Intermediate level breath hold diving assistant instruction to a depth of 40m/132ft.

4.3 Program Prerequisites

1. Minimum age of 21 years
2. Be certified as a PFI Freediver Instructor in active status
3. Have assisted a minimum of one (1) PFI Intermediate Freediver program as an Assistant Freediver Instructor
4. Be in good medical & physical condition and have signed medical clearance for freediving from a physician.
5. Be a current CPR, First Aid, and AED (where permissible by law) provider with a program that includes marine life injuries and neurological assessments
6. Be a current Oxygen Administration Provider (where permissible by law)

4.4 Required Student Equipment

1. Mask, fins, snorkel, exposure protection, weight belt and weights (appropriate for the local environment), and a Freedive computer and timing device

4.5 Support Materials

Student materials

1. *PFI Intermediate Freediver* manual or eLearning course
2. *PFI Intermediate Freediver* instructor resources
3. *PFI Standards and Procedures*
4. *PFI Instructor* Manual

Instructor Trainer materials

1. *PFI Instructor* Manual
2. *ITI Instructor Evaluation* Form
3. *ITI Confined and Open Water Evaluation* form or slates
4. *PFI Intermediate Freediver Instructor* Exam and Answer Key
5. *PFI Instructor Trainer* Manual
6. *Intermediate Freediver* Final Exam (when candidate has not completed eLearning)

4.6 Qualification of Graduates

1. Upon successful completion of this course, graduates may engage in co-teaching PFI Intermediate Freediver courses under the direct supervision of a PFI Intermediate Instructor or higher.
2. Upon successful completion of this course, graduates may be qualified to enroll in the Intermediate Freediver Instructor or Specialty Freediving Instructor courses.

4.7 Who May Teach

This course can be conducted by a PFI Intermediate Freediver Instructor Trainer.

4.8 Student to Instructor Ratio

Classroom

1. Unlimited, so long as adequate facility, supplies and time are provided to insure comprehensive and complete training

Confined water

1. Maximum of eight students to one Instructor Trainer (8:1) or twelve students to one Instructor Trainer (12:1) with the addition of a qualified assistant.

Open Water

1. Maximum of six students to one Instructor Trainer (6:1) or ten students to one Instructor Trainer (10:1) with the addition of a qualified assistant.

4.9 Depth Restrictions

Open Water

1. Maximum open water depth of 40m/132ft

Confined Water

1. Maximum confined water depth of 10m/33ft

4.10 Recommended Course Minimums

Classroom

1. 17.0 Hours

Confined Water

1. 7.0 Hours

Open water Dive

1. 10.5 Hours

4.11 Knowledge Development Overview

The following topics must be covered:

1. Introduction
 - a. Course Overview
 - b. Paperwork and Prerequisites
 - c. Equipment Requirements Check
 - d. Pool Protocols and Conduct
 - e. In-water Protocols and Conduct
 - f. Safety / Supervision Practices
2. Assist All Classroom Presentations
 - a. Complete classroom introduction of self
 - b. Assist in all paperwork collection
 - c. Assist in all classroom demonstrations
3. Knowledge Development Presentations
 - a. Complete a minimum of four classroom presentations using the *PFI Academic Presentation Outline* form
 - b. As outlined by the PFI Instructor Trainer two presentations must be passing.

4. Standards & Procedures Exam
 - a. Achieve a passing score of 90% on an Intermediate Freediver Final Exam or eLearning
 - b. Achieve a passing score of 80% on an open book Intermediate Freediver Instructor Exam

4.12 Confined Water

To be certified as an Intermediate Assistant Freediver Instructor, a student must demonstrate the following skills at demonstration quality:

1. Watermanship & Stamina- Surface
 - a. 800 meter snorkel in under 16 minutes
 - b. 400 meter non-stop swim in under 10 minutes. Goggles permitted
 - c. Tread water for 15 minutes without floatation assistance.
 - d. 100m egress swim with non-stop BLS
2. Conduct Pool Orientation Briefing & Provide Safety Supervision
 - a. Complete a pool orientation briefing
 - b. Handle all pool student organization
 - c. Provide in-water safety and supervision
3. Assist All Pool Presentations
 - a. Organize students upon arriving at pool and into water
 - b. Assist with student equipment preparation
 - c. Assist in all pool demonstrations
4. Confined Water Teaching Presentation
 - a. Complete a minimum of four (4) Confined Water Presentations using the *PFI Confined Water Presentation Outline* form
 - b. Earn a passing score on a minimum of 2 presentations.
5. Confined Water Skill Evaluation
 - a. Complete a Static of no less than 3-min with 4-minute breathe-up and no warm-up
 - b. Complete a Dynamic of no less than 75m with equipment, showing proper technique from 4-min breathe-up to recovery breathing, with no warm-up
 - c. Show mastery and demonstration quality on all skills.
6. Problem Management Evaluation
 - a. Earn a passing score on a Static Apnea rescue
 - b. Earn a passing score on a Dynamic Apnea rescue

4.13 Open Water

To be certified as an Intermediate Assistant Freediver Instructor, the candidate must be able to instruct and perform, to demonstration quality, skills to the satisfaction of the PFI Intermediate Freediver Instructor Trainer:

1. Complete Open Water Orientation Briefings & Provide Safety Supervision
 - a. Complete an open water orientation briefing and provide in-water safety and supervision
 - b. Handle all open water student organization
2. Complete Rig/Diving System Assembly Disassembly
 - a. Completely set-up for open water use a diving rig ensuring safety and functionality
 - b. Completely breakdown diving rig for travel and storing
3. Assist All Open Water Presentations
 - a. Organize students upon arriving at the open water and into water
 - b. Assist with student equipment preparation
 - c. Assist in all open water demonstrations
4. Open Water Teaching Evaluation
 - a. Complete a minimum of four (4) Open Water Presentations.
 - b. Earn a passing score on a minimum of two (2) presentations must be passing.
5. Skill Evaluation
 - a. Show mastery and demonstration quality on all skill demonstrations.
6. Complete Two Open Water Rescue Scenarios
 - a. Complete a minimum of two student open water rescue scenarios with briefing, safety/supervision and debriefing and show ability to calculate student and instructor freedive timings
 - b. Show mastery and competence in all rescue skills and ability
7. Problem Management Evaluation
 - a. Successfully complete CWT supervision of a dive including an underwater blackout and rescue evaluation to 2 full breaths at surface followed by continuous rescue breaths and egress until told to stop by the evaluator
 - b. Successfully complete a stress test at 40m

8. Open Water Freedive Capacity Evaluation
 - a. Complete 3 constant weight dives to 30m, 35m and 40m showing mastery and demonstration quality techniques from breathe-up to recovery breathing, with no more than a 4-minute surface interval providing a briefing and debriefing prior to each dive. During each dive candidates will be required to provide technique reminders and maintain a safe dive environment.

4.14 Graduation Requirements

In order to successfully complete the course students must:

1. Attend and assist in all classroom, confined water, and open water sessions
2. Pass all written exams
3. Present at least four (4) academic, four (4) confined water, and four (4) open water teaching presentations earning a passing score on a minimum two (2) of each four (4).
4. Pass a demonstration quality rescue evaluation
5. Show mastery of confined water and open water skill demonstrations to their maximum performances and show a capacity dive ability
6. Demonstrate organizational skills with regard to site set-up and break-down
7. Successfully complete an open water stress test at 40m/132ft.
8. Demonstrate maturity of judgment and execution commensurate with that of a PFI Professional.

4.15 Certification Procedure

1. Leadership level ratings are processed on the PFI Instructor Registration and Upgrade form.

5. Intermediate Freediver Instructor

5.1 Introduction

This level of Instructor certification allows the continuing instructor to offer more continuing education freediving courses with focus on the Intermediate Freediver level of education with their students. Instructors in this area possess a high level of knowledge, skill, capacity, technical expertise and ability and will be required to work in the 40m/132ft depth range repeatedly while also being able to employ safety and problem management techniques. This program may be taught as a stand-alone program or combined during an Intermediate Freediver Assistant Instructor course based on the skill/experience of the Intermediate Assistant Instructor candidates.

5.2 Course Objectives

The objective of this course is to train individuals in instructional skills in the benefits, hazards, and proper procedures for Intermediate level breath hold diving instruction to a depth of 40m/132ft.

5.3 Program Prerequisites

1. Minimum age of 21 years
2. Be certified as a PFI Freediver Instructor in active status
3. Have certified 20 PFI students with a minimum 10 at the Freediver level
4. Be a certified PFI Assistant Intermediate Freediver Instructor unless taught concurrently with this program
5. Have assisted as an Assistant Intermediate Freediver Instructor having co-certified 10 Intermediate Freediver students
6. Be in good medical & physical condition and have signed medical clearance for freediving from a physician.
7. Be a current CPR, first aid, and AED (where permissible by law) provider with a program that includes marine life injuries and neurological assessments
8. Be a current Oxygen Administration Provider (where permissible by law)

5.4 Required Student Equipment

1. Mask, fins, snorkel, exposure protection, weight belt and weights (appropriate for the local environment), and a Freedive computer and timing device

5.5 Support Materials

Student materials

1. *PFI Intermediate Freediver* manual or eLearning course
2. *PFI Intermediate Freediver* instructor resource
3. *PFI Standards and Procedures*
4. *PFI Instructor Manual*

Instructor materials

1. *PFI Instructor Manual*
2. *ITI Instructor Evaluation Form*
3. *ITI Confined and Open Water Evaluation* form or slates
4. *PFI Intermediate Freediver Instructor Exam* and Answer Key
5. *PFI Instructor Trainer Manual*
6. *Intermediate Freediver Final Exam* (when candidate has not completed eLearning)

5.6 Qualification of Graduates

1. Upon successful completion of this course, graduates may engage in teaching PFI Intermediate Freediver courses.
2. Upon successful completion of this course, graduates may be qualified to enroll in the Assistant Advanced Instructor, Advanced Freediver Instructor or Specialty Freediving Instructor courses providing the required recreational certification is achieved first.

5.7 Who May Teach

This course may be taught by a PFI Intermediate Freediver Instructor Trainer.

5.8 Student to Instructor Ratio

Classroom

1. Unlimited, so long as adequate facility, supplies and time are provided to insure comprehensive and complete training

Confined Water

1. Maximum of eight students to one Instructor Trainer (8:1) or twelve students to one Instructor Trainer (12:1) with the addition of a qualified assistant.

Open Water

1. Maximum of six students to one Instructor Trainer (6:1) or ten students to one Instructor Trainer (10:1) with the addition of a qualified assistant.

5.9 Depth Restrictions

Open Water

1. Maximum open water depth of 40 meters/132 feet

Confined Water

1. Maximum confined water depth of 10 meters/33 feet

5.10 Recommended Course Minimums

Classroom

1. 4.0 Hours

Confined Water

1. 6.0 Hours

Open water Dive

1. 6.0 Hours

5.11 Knowledge Development Overview

To be certified as an Intermediate Freediver Instructor, a student must demonstrate the following skills to the satisfaction of the PFI Instructor Trainer:

1. Introduction
 - a. Course Overview
 - b. Paperwork and Prerequisites
 - c. Equipment Requirements Check
 - d. Pool Protocols and Conduct
 - e. In-water Protocols and Conduct
 - f. Safety / Supervision Practices

2. Assist All Classroom Presentations
 - a. Complete classroom introduction of self
 - b. Assist in all paperwork collection
 - c. Assist in all classroom demonstrations
3. Knowledge Development Presentations
 - a. Complete a minimum of two (2) classroom presentations using the *PFI Theory Presentation Outline* form
 - b. As outlined by the PFI Instructor Trainer two (2) presentations will be scored with a passing score.
4. Achieve a passing score of 90% on an Intermediate Freediver Final exam or eLearning
5. Achieve a passing score of 80% on an open book Intermediate Freediver Instructor Exam

5.12 Confined Water

To be certified as an Intermediate Freediver Instructor, a student must demonstrate the following skills to the satisfaction of the PFI Instructor Trainer:

1. Watermanship & Stamina- Surface
 - a. 800 meter snorkel in under 16 minutes
 - b. 400 meter non-stop swim in under 10 minutes. Goggles permitted
 - c. Tread water for 15 minutes without floatation assistance.
 - d. 100m egress swim with non-stop BLS
2. Conduct Pool Orientation Briefing & Provide Safety Supervision
 - a. Complete a pool orientation briefing
 - b. Handle all pool student organization
 - c. Provide in-water safety and supervision
3. Assist All Pool Presentations
 - a. Organize students upon arriving at pool and into water
 - b. Assist with student equipment preparation
 - c. Assist in all pool demonstrations
4. Confined Water Teaching Presentation
 - a. Complete a minimum of two (2) Confined Water Presentations using the *PFI Confined Water Presentation Outline* form
 - b. Earn a passing score on a minimum of two (2) presentations
5. Confined Water Skill Evaluation
 - a. Show mastery and demonstration quality on all skills.
6. Problem Management Evaluation
 - a. Earn a passing score on a Static Apnea rescue
 - b. Earn a passing score on a Dynamic Apnea rescue

5.13 Open Water

To be certified as an Intermediate Freediver Instructor, the candidate must be able to instruct and perform, to demonstration quality, skills to the satisfaction of the PFI Instructor Trainer:

- Complete Open Water Orientation Briefings & Provide Safety Supervision
 - Complete an open water orientation briefing and provide in-water safety and supervision
 - Handle all open water student organization
1. Complete Rig/Diving System Assembly Disassembly
 - a. Completely set-up for open water use a diving rig ensuring safety and functionality
 - b. Completely breakdown diving rig for travel and storing
 2. Assist All Open Water Presentations
 - a. Organize students upon arriving at the open water and into water
 - b. Assist with student equipment preparation
 - c. Assist in all open water demonstrations
 3. Open Water Teaching Evaluation
 - a. Complete a minimum of two (2) Open Water Presentations using the *PFI Open Water Presentation Outline* form
 - b. Earn a passing score on a minimum of two (2) presentations.
 4. Skill Evaluation
 - a. Show mastery and demonstration quality on all skill demonstrations.
 5. Complete Two Open Water Rescue Scenarios
 - a. Complete a minimum of two student open water rescue scenarios with briefing, safety/supervision and debriefing and show ability to calculate student and instructor Freedive timings
 - b. Show mastery and competence in all rescue skills and ability
 6. Problem Management Evaluation
 - a. Successfully complete CWT supervision of a dive including an underwater blackout and rescue evaluation to 2 full breaths at surface followed by continuous rescue breaths and egress until told to stop by the evaluator
 - b. Successfully complete a stress test at 40m/132ft.
 7. Open Water Freedive Capacity Evaluation
 - a. Complete 3 constant weight dives to 30m, 35m and 40m showing mastery and demonstration quality techniques from breathe-up to recovery breathing, with no more than a 4-minute surface interval providing a briefing and debriefing prior to each dive.

5.14 Graduation Requirements

In order to successfully complete the course students must:

1. Attend and assist in all classroom, confined water, and open water sessions
2. Pass all written exams
3. Present at least two passing (2) academic, two (2) confined water, and two (2) open water teaching presentations
4. Pass a demonstration quality rescue evaluation
5. Show mastery of confined water and open water skill demonstrations to their maximum performances and show a capacity dive ability
6. Demonstrate organizational skills with regard to site set-up and break-down
7. Successfully complete an open water stress test at 40m/132 ft
8. Demonstrate maturity of judgment and execution commensurate with that of a PFI Professional.

5.15 Certification Procedure

Leadership level ratings are processed on the PFI Instructor Registration and Upgrade Form.

6. Advanced Freediver Instructor

6.1 Introduction

This level of Instructor certification allows the continuing instructor to offer more continuing education freediving courses with focus on the Advanced Freediver level of education with their students. Instructors in this area possess the highest level of knowledge, skill, capacity, technical expertise, and ability and will be required to work in the 40m/132ft depth range with 40 seconds of hang repeatedly while also being able to employ safety and problem management techniques.

6.2 Course Objectives

The objective of this course is to train individuals in instructional skills in the benefits, hazards, and proper procedures for Intermediate level breath hold diving instruction to a depth of 60m/196ft.

6.3 Program Prerequisites

1. Minimum age of 21 years
2. Be active status PFI Assistant Advanced Freediver.
3. Have co-taught at least 1 PFI Safety Freediver and PFI Advanced Freediver Course with a PFI Advanced Freediver Instructor IT
4. Be in good medical & physical condition and have signed medical clearance for freediving from a physician.
5. Be a current CPR, first aid, and AED (where permissible by law) provider with a program that includes marine life injuries and neurological assessments
6. Be a current Oxygen Administration Provider (where permissible by law)

6.4 Required Student Equipment

1. Mask, fins, snorkel, exposure protection, weight belt and weights plus neckweight (appropriate for the local environment), freediving lanyard, and a Freedive computer and timing device

6.5 Support Materials

Student materials

1. *PFI Advanced Freediver* manual or eLearning course
2. *PFI Advanced Freediver instructor resource*
3. *PFI Standards and Procedures*
4. *PFI Instructor Manual*

Instructor materials

1. *PFI Instructor Manual*
2. *ITI Instructor Evaluation Form*
3. *ITI Confined and Open Water Evaluation* form or slates
4. *PFI Advanced Freediver Instructor Exam and Answer Key*
5. *PFI Instructor Trainer Manual*
6. *Advanced Freediver Final Exam* (when candidate has not completed eLearning)

6.6 Qualifications of Graduates – change to:

1. Upon successful completion of this course, graduates may engage in teaching PFI Advanced Freediver courses
2. Issue Assistant Advanced Freediver Instructor ratings to HQ for approval

6.7 Who May Teach

This course may be taught by a PFI Advanced Freediver Instructor Trainer.

6.8 Student to Instructor Ratio

Classroom

1. Unlimited, so long as adequate facility, supplies and time are provided to insure comprehensive and complete training

Confined Water

1. Maximum of eight students to one Instructor Trainer (8:1)

Open Water

1. Maximum of six students to one Instructor Trainer (6:1)

6.9 Course Structure and Duration

Advanced Freediver Instructor Exam Execution:

1. Candidate must be able to perform all skills required, to instructor level quality for Freediver Supervisor, Freediver Instructor, Intermediate Freediver Instructor, Advanced Freediver Instructor
2. No more than 2 in-water session per day
3. Training sessions must be completed during daylight hours, or under conditions that simulate daylight conditions

Confined Water Execution

1. Maximum confined water training session of 10 metres / 33 feet for confined water skills.
2. Students should, where applicable, treat the confined water as an 'open water environment' and employ all protocols consistent with open water freediving.

Open Water Execution

1. Training depth must be 60 metres / 196 feet; the maximum depth may not exceed 60 metres / 196 feet.

Course Structure

1. PFI Allows Instructors to structure courses according to the number of students participating and their skill level.

Duration

1. The minimum number of hours under direct supervision for the course is 16

6.10 Administrative Requirements

1. Collect the course fees from all the students
2. Ensure the students have the required equipment
3. Communicate the schedule to the students
4. Have the students complete liability and medical forms

6.11 Knowledge Development Overview

To be certified as an Advanced Freediver Instructor, a student must demonstrate the following skills to the satisfaction of the PFI Instructor Trainer:

1. Introduction
 - a. Course Overview
 - b. Paperwork and Prerequisites
 - c. Equipment Requirements Check
 - d. Pool Protocols and Conduct
 - e. In-water Protocols and Conduct
 - f. Safety / Supervision Practices
2. Assist All Classroom Presentations
 - a. Complete classroom introduction of self
 - b. Assist in all paperwork collection
 - c. Assist in all classroom demonstrations
3. Knowledge Development Presentations
 - a. Complete a minimum of two (2) classroom presentations using the *PFI Theory Presentation Outline* form
 - b. As outlined by the PFI Instructor Trainer two (2) presentations will be scored with a passing score.
 - c. Achieve a passing score of 90% on an Advanced Freediver Final exam or eLearning
 - d. Achieve a passing score of 80% on an open book Advanced Freediver Instructor Exam

6.12 Confined Water

To be certified as an Intermediate Freediver Instructor, a student must demonstrate the following skills to the satisfaction of the PFI Instructor Trainer:

1. Watermanship & Stamina- Surface
 - a. 800 meter snorkel in under 16 minutes
 - b. 400 meter non-stop swim in under 10 minutes. Goggles permitted
 - c. Tread water for 15 minutes without floatation assistance.
 - d. 100m egress swim with non-stop BLS
2. Conduct Pool Orientation Briefing & Provide Safety Supervision
 - a. Complete a pool orientation briefing
 - b. Handle all pool student organization
 - c. Provide in-water safety and supervision

- d. Assist All Pool Presentations
- e. Organize students upon arriving at pool and into water
- f. Assist with student equipment preparation
- g. Assist in all pool demonstrations
- 3. Confined Water Teaching Presentation
 - a. Complete a minimum of two (2) Confined Water Presentations using the *PFI Confined Water Presentation Outline* form
 - b. Earn a passing score on a minimum of two (2) presentations
- 4. Confined Water Skill Evaluation
 - a. Show mastery and demonstration quality on all skills.
- 5. Problem Management Evaluation
 - a. Earn a passing score on a Static Apnea rescue
 - b. Earn a passing score on a Dynamic Apnea rescue

6.13 Open Water

To be certified as an Advanced Freediver Instructor, the candidate must be able to instruct and perform, to demonstration quality, skills to the satisfaction of the PFI Instructor Trainer:

- Complete Open Water Orientation Briefings & Provide Safety Supervision
- Complete an open water orientation briefing and provide in-water safety and supervision
- Handle all open water student organization
- 1. Complete Rig/Diving System Assembly Disassembly
 - a. Completely set-up for open water use a diving rig ensuring safety and functionality
 - b. Completely breakdown diving rig for travel and storing
- 2. Assist All Open Water Presentations
 - a. Organize students upon arriving at the open water and into water
 - b. Assist with student equipment preparation
 - c. Assist in all open water demonstrations
- 3. Open Water Teaching Evaluation
 - a. Complete a minimum of two (2) Open Water Presentations using the *PFI Open Water Presentation Outline* form
 - b. Earn a passing score on a minimum of two (2) presentations.
- 4. Skill Evaluation
 - a. Show mastery and demonstration quality on all skill demonstrations.
 - b. Demonstration quality 60m/196ft FIM
 - c. Demonstration quality 60m/196ft CWT

5. Complete Two Open Water Rescue Scenarios
 - a. Complete a minimum of two student open water rescue scenarios with briefing, safety/supervision and debriefing and show ability to calculate student and instructor Freedive timings
 - b. Show mastery and competence in all rescue skills and ability
6. Problem Management Evaluation
 - a. Successfully complete CWT supervision of a dive including an underwater blackout and rescue evaluation to 2 full breaths at surface followed by continuous rescue breaths and egress until told to stop by the evaluator
7. Successfully complete a stress test at 40m/132ft.
 - a. Demonstration quality 40m/132 ft dive
 - b. Sit on plate
 - c. Wait 40 seconds
 - d. Remove mask, pass from one hand to the other behind back
 - e. Replace mask
 - f. Ascend clearing all water from mask no shallower than 20m/66ft
 - g. Demonstration quality ascent and recovery breathing
8. Open Water Freedive Capacity Evaluation
 - a. Complete 3 constant weight dives to 40m
 - i. First with a 20 second hang
 - ii. Second with a 30 second hang
 - iii. Third with a 40 second hang
 - b. Showing mastery and demonstration quality techniques from breathe up to recovery breathing, with no more than a 6-minute surface interval providing a briefing and debriefing prior to each dive.

6.14 Graduation Requirements

In order to successfully complete the course students must:

1. Attend and assist in all classroom, confined water, and open water sessions
2. Pass all written exams
3. Present at least two passing (2) academic, two (2) confined water, and two (2) open water teaching presentations
4. Pass a demonstration quality rescue evaluation

5. Show mastery of confined water and open water skill demonstrations to their maximum performances and show a capacity dive ability
6. Demonstrate organizational skills with regard to site set-up and breakdown
7. Successfully complete an open water stress test at 40m/132 ft
8. Demonstrate maturity of judgment and execution commensurate with that of a PFI Professional.

6.15 Certification Procedure

Leadership level ratings are processed on the PFI Instructor Registration and Upgrade Form.

7. PFI Instructor Trainer

7.1 Introduction

The Instructor Trainer Workshop (ITW) trains candidates as full evaluators to conduct the PFI Assistant Instructor and Instructor Evaluation Course (IEC) independently. A corresponding, current instructor-level rating must be held for all IT levels, along with minimum student certifications as detailed in this outline.

7.2 Qualification of Graduates

Upon successful completion of this course, graduates may:

1. Conduct the PFI Assistant Instructor and Instructor Evaluation Course (IEC) independently
2. Teach and evaluate instructor-level courses for all approved levels
3. Staff Instructor Trainer Workshops
4. Conduct crossover programs and crossover evaluations for PFI Professionals

7.3 Who May Teach

This workshop may only be taught by Instructor Trainer Evaluators authorized by PFI Headquarters Training Department.

7.4 Student to Instructor Ratio

1. Candidate to ITE ratio is unlimited so long as adequate facility, supplies, and time are provided to ensure comprehensive and complete training of subject matter

7.5 Student Prerequisites

1. Minimum age 21
2. Certified as an Intermediate Freediver Instructor
3. Current first aid, CPR and oxygen instructor certification
4. Have issued a minimum of 125 PFI certifications or equivalent
5. Have used PFI materials and PFI standards to conduct a minimum of 5 PFI courses
6. Have a current medical examination for freediving signed by a licensed physician

7.6 Course Structure and Duration

Course Structure:

1. Conducting staff may structure courses according to the number of candidates participating

Duration:

1. The Instructor Trainer candidate must complete 60 hours under the direction and supervision of a PFI Headquarters approved ITE

7.7 Administrative Requirements

Administrative Tasks:

1. All course fees must be paid in full 30 days prior to the start of the course
2. Candidates must have the proper equipment for confined/pool training and open water
3. Communicate the schedule and course content to the candidate(s)
4. Have the students:
 - a. Complete the *PFI Liability Release and Express Assumption of Risk Form*
 - b. Submit the *PFI Medical Statement* Form signed by a licensed physician

Upon completion of the program, the Instructor Trainer Evaluator must:

1. Issue the appropriate PFI certification by submitting the following to PFI Headquarters:
 - a. Instructor Trainer Workshop Program Evaluation Checklist & Registration Form
 - b. Instructor Trainer Pre-Course Exam
 - c. Instructor Trainer Final Exam
 - d. Three (3) academic presentation evaluations by candidate
 - e. Two (2) confined water presentation evaluations by candidate
 - f. Two (2) open water presentation evaluations by candidate

7.8 Training Material

Required materials for the IT candidate:

1. PFI Training Materials as needed, including *PFI Standards and Procedures*
2. *IT Evaluation* Slates and Forms
3. *IT* Digital Instructor Resource

For the Instructor Trainer Evaluator:

1. *Instructor Trainer Evaluator* Instructor Guide
2. PFI Training Materials as needed
3. ITW Written Examination

7.9 Required Subject Areas

In addition to topics taken from other PFI Leadership courses at the discretion of the conducting Instructor Trainer, the following topics, in line with information detailed in the current IT manual, are required to be covered and the candidate's comprehension and ability to convey them are required to be evaluated:

1. Introductions/Workshop Overview
2. Methods of Instruction
3. Being a Professional IT
4. Code of Ethics
5. Instructor Training
6. The PFI Instructor
7. Products and Training Materials
8. Website Overview
9. Courses a PFI Instructor Can Teach
10. Freedive Leader Risk Management
11. Scheduling Options
12. Leadership Processing
13. Teaching Safety Freediver Courses
14. Teaching Freediver Supervisor Courses
15. Business of Freediving
16. Facility Designations
17. Conducting Crossovers/Member Updates
18. IEC – Evaluation Process

7.10 Required Skill Performance and Graduation Requirements

Candidates are required to successfully complete the following, using PFI Training Material where applicable:

Academic

1. Successfully complete the pre-course study package which includes:
 - a. Written Standards and Procedures Exam
 - b. Online Professional Familiarization (crossover) course

2. Present, at instructor trainer quality, a minimum of:
 - a. Two diver level academic presentations *
 - b. Three instructor level academic presentations*
 - c. Two diver level confined water presentations
 - d. Two diver level open water presentations
3. Evaluate a minimum of:
 - a. Two diver level academic presentations *
 - b. Three instructor level academic presentations*
 - c. Two diver level confined water presentations
 - d. Two diver level open water presentations
 - e. One rescue demonstration
4. Successfully pass the PFI Instructor Trainer written exam with a minimum
5. score of 80 percent and a 100 percent remediation by the conducting IT
6. Show verification of staffing 1 complete PFI IDC

Pool/ Confined water

1. Perform a 10-minute survival float, without the use of swimming aids
2. 400 metre swim on the surface, non-stop, any stroke, without the use of swimming aids, in approximately 12 minutes; swim goggles permitted
3. 800 metre swim with mask, snorkel, and fins non-stop without the use of arms in less than 17 minutes
4. Bring a diver, simulating unconsciousness, up from depth, not greater than 6 metres / 20 feet; at the surface swim them 100 metres in less than 4 minutes while performing rescue breathing
5. Candidates must perform, to demonstration quality, skills listed in the PFI Freediver course
6. Pool/confined water problem solving including mock static and dynamic apnea sessions

Open Water

1. In open water candidates must perform, to demonstration quality, all skills listed in the PFI Freediver Course
2. Candidates must perform, to demonstration quality, one rescue scenario
3. Open water problem solving
4. Demonstrate mature and sound judgment concerning student coaching and evaluating

7.11 Policies for All Instructor Trainers

1. Instructor Trainers must be registered with SDI World Headquarters and respective PFI Regional Office for their country of residence
2. Upon completion of the Instructor Trainer program, Instructor Trainers may upgrade to other IT levels without attending another Instructor Trainer program provided they have remained actively teaching instructor courses
3. Within PFI, all the courses require instructor certification at the next higher level (with the exception of Advanced) and a minimum number of diver certifications issued at the given level(s) before PFI Instructors may obtain the instructor trainer level for a course.
4. Instructor trainers are required to teach a course at their highest certified level every 2 years

IT upgrade requirements are as follows (this applies to anyone already holding an IT rating through International Training):

PFI Level	Students Required	Instructor Rating Required
Freediver IT	10 Freediver certifications issued + conducted 3 PFI Freediver courses	Intermediate Freediver Instructor
Intermediate Freediver IT	10 Intermediate Freediver + 5 Safety Freediver or Freediver Supervisor	Freediver IT
Advanced Freediver IT	25 Advanced Freediver, 10 Safety Freediver, and 10 Freediver Supervisor	Advanced Freediver Instructor + Intermediate Freediver IT

8. International Training Crossover Course

8.1 Introduction

The course is designed to give professionals crossing over to any International Training professional certification – SDI, TDI, ERDI, PFI, First Response Training International - the necessary skills and knowledge to work with International Training. This program covers the minimum requirements for an administratively conducted professional crossover program. Certain courses, agencies or regions may require practical evaluations of performance as part of the crossover program. To see if a candidate requires any practical assessment please contact the training department.

8.2 Qualifications of Graduates

Upon successful completion of this course, graduates may:

1. Conduct training courses and issue certifications for approved ratings and programs.

8.3 Who May Teach

1. An active Instructor Trainer or Course Director
2. International Training-approved agency representative
3. World HQ Training Department

8.4 Student to Instructor Ratio

Academic

1. Unlimited, so long as adequate facility, supplies and time are provided to ensure comprehensive and complete training of subject matter

Confined Water, if applicable

1. Unlimited, so long as adequate facility, supplies and time are provided to ensure comprehensive and complete training of subject matter

Open Water, if applicable

1. Unlimited, so long as proper evaluation can be provided where open water evaluations are required

8.5 Student Prerequisites

1. Have professional qualifications from an agency recognized by International Training. Contact the Training department for a list of approved agencies and courses.
2. Have no active quality assurance investigations or past quality assurance issues that prohibited teaching status or terminated membership. Quality assurance matters can be submitted to HQ Training Department for review and consideration.

8.6 Course Structure and Duration

In-water execution; where required this course must be conducted either in confined water, open water, or both, at the instructor's discretion and in accordance with the required skill performance

1. Crossovers requiring in-water evaluations must follow that course's evaluation requirements. Evaluations may only be conducted by active Instructor Trainers holding IT status for the level being evaluated.

Course Structure

1. International Training allows instructors to structure courses according to the number of students participating and their skill level

Duration

1. The number of hours required depends on number of candidates and levels crossing over

8.7 Administrative Requirements

Administrative Tasks:

1. Collect the crossover fees from all candidates
2. Ensure that the students have the required materials
3. Ensure the candidates have been issued and completed the online familiarization course (if available in their language)
4. Communicate the schedule to the students
5. Have the students complete the:
 - a. *Applicable Crossover Application*
 - b. *Waiver and Releases for any course requiring in-water evaluations*
 - c. *Medical Release for any course requiring in-water evaluations*

Upon successful completion of the course the instructor must submit:

1. Crossover Application
2. Crossover Checklist
3. Copies of professional certification cards or printout of credentials from agency website
4. Verification of professional Liability Insurance where applicable
5. Printout of completed online familiarization course
6. For levels requiring IT evaluation, an instructor registration form signed by the evaluating IT

8.8 Required Equipment

Equipment appropriate for level crossing over to when in-water evaluations are required. The following material is required:

1. Code for online professional familiarization course (if available in language/region)
2. Appropriate Divemaster, Assistant Instructor, or Instructor materials
3. Crossover Checklist
4. Appropriate Crossover Application

The following material is available and recommended:

1. Crossover/Familiarization PowerPoint

8.9 Required Subject Areas

The following topics must be covered during this course:

1. Administrative requirements and crossover packages
2. History of International Training
 - a. TDI
 - b. SDI
 - c. ERDI
 - d. First Response Training International
 - e. PFI
3. Global representation
 - a. Regional Offices
 - b. Local Sales Managers
4. Technical Diving International
 - a. Standards and procedures

5. Scuba Diving International
 - a. Standards and procedures
6. Emergency Response Diving International
 - a. Standards and procedures
7. First Response Training International
 - a. Standards and procedures
8. Performance Freediving International
 - a. Standards and procedures
9. Risk management
 - a. Waivers and Releases
 - b. Medical requirements
 - c. Insurance requirements
10. Marketing with International Training
 - a. Marketing resources
 - b. Content development
11. International Trainings services and benefits
 - a. Website tools
 - i. Accessing standards
 - ii. Registering Professional-level qualifications and Upgrades
 - iii. Registering divers
 - iv. Renewing membership
 - v. Instructor resources
 - b. Purchasing student materials
 - c. Teaching aids
12. International Training's Pledge to you

8.10 Required Skill Performance and Graduation Requirements

For certain certifications crossing over, candidates are required to successfully complete certain in-water skills and other performance requirements. These can be found in the instructor course standards in the Skill Performance and Graduation Requirements section.

In order to complete the crossover, candidates must:

1. Demonstrate mature and sound judgment and a thorough understanding of working with International Training.
2. The crossover is not complete until World HQ Training Department has reviewed all documents and the candidate has received their member number and proof of qualifications.

