

**MCA Approved Course Delivery, Written Exams and Oral Exams During COVID -19 Period – Latest updates highlighted in yellow.**

Long Course Delivery that leads to a UK CoC – Foundation Degree, Higher National Certificate/Diploma (HNC/D), Scottish Professional Diploma SPD.

Where an MCA-Approved college has the means to continue to deliver the underpinning knowledge online, the MCA considers this an acceptable form of delivery during this period. If available, Skype or other telecommunications applications can be utilized for the delivery of courses or student support where required.

Further information on Assessment and Exam is available in the following document:

**The Delivery of Long Courses, Assessment and Examination Leading to the Issue of a UK, Unlimited, Certificate of Competency (CoC)**

Moving Oral Exams Online

MIN 620 provides the latest information on Oral exams:

<https://www.gov.uk/government/publications/min-620-m-update-on-online-oral-exams-and-future-issue-of-notice-of-eligibilities-during-the-covid-19-lockdown-period>

Accessing Colleges/Training Centres for Teaching and Assessment

**Important Note:** This information is correct as of the 1<sup>st</sup> of June 2020. Those using this guidance must always refer to the current requirements issued by Public Health England\* or the applicable Devolved Administering equivalent.

Currently seafarers may access educational settings\* providing the Colleges/Training providers can meet the requirements from Public Health England\*\* or the applicable Devolved Administering equivalent. This includes candidates who need to complete MCA written Exams (SQA or IAMI).

\*Please see latest guidance on transport workers accessing educational settings:  
<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

**\*\*Guidance for accessing educational setting can be found here.**

**<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>**

**Training providers must adhere to the MNTB guidelines. If a training centre needs to change the delivery of a course outside of the MNTB guidelines or their current MCA approval, such as a change of venue, then they must approach the MCA for approval to do this. Within the UK they should contact the local Marine office and copy in the Seafarer Training and Certification Branch: [stc.courses@mcga.gov.uk](mailto:stc.courses@mcga.gov.uk). Outside of the UK they should approach the Seafarer Training and Certification Branch.**

**Under the requirements of MSN 1865 the MCA can suspend course approvals if they receive evidence of the following:**

- A Training Centre has put at risk the health and safety of its those delivering or attending the course.**
- A Training Centre has made changes that effect the delivery of a course without the approval from the MCA.**

#### **MCA Written Exams Administered by SQA/IAMI – Enations to Validity**

Where required the MCA will extend the validity date of an MCA Written Examination pass by up to 6 months if evidence can be provided that the Covid-19 period has affected the time taken to achieve the pass result. Anyone who is not able to attend an exam due to the potential spread of Coronavirus will not be treated as a fail and will be allowed to move their exam to the next diet.

#### **STCW Short Course e.g. Firefighting, Medical Courses etc**

Where course providers are able to move an MCA-approved course or part of a course online (no practical elements), they must approach the MCA with their proposal: [stc.courses@mcga.gov.uk](mailto:stc.courses@mcga.gov.uk). As per MSN 1865 these must be approved by the Seafarer Training and Certification Branch. Online delivery of a course requires a robust means of assessing the candidate using an online platform. We would require access to the proposed system so we could observe how the course is delivered and ensure the assessment process is robust. Only once approved can a course provider commence delivery through this method.

## Suspension of short course approvals

All new short course approvals will be postponed with immediate effect. Where a re-approval is required, we will issue short term certificates for **12 months** based on the completion of an MCA questionnaire that will need to be completed by the training provider. The questionnaire is available from your local Marine office. Overseas providers should contact [stc.courses@mcga.gov.uk](mailto:stc.courses@mcga.gov.uk).