



Maritime &
Coastguard
Agency

**APPLICATION FOR A YACHT RATING CERTIFICATE: For
Ratings on Commercially and Privately Owned Yachts and
Sail Training Vessels Less than 3000GT**

YRC

IMPORTANT – BEFORE completing this form please ensure you have read [MSN 1862](#) and the guidance notes on pages 6 to 8 of this form. **We do not offer a counter service.**

1 PERSONAL DETAILS

Title Mr/Mrs/Miss etc		Sex Male/Female	
Surname/Family name			
Forename(s) in full			
Date of Birth			
Place and Country of Birth			
Nationality			

NAME

	Full Home Address	Address for return of documents (if different from home address)
Address		
District		
Town / City		
County/State		
Post Code/Zip		
Country		
Telephone No.		
Mobile No.		
Email Address		

DOB

2 CERTIFICATE APPLIED FOR

Capacity	Regulation	Limitation
Yacht Rating	II/4 & III/4	Only for service on yachts and sail training vessels less than 3000GT

SDS

Please do not write below this line

Received:

Fee:

SDS No	
Receipt No	
RMS No	

3 SEA SERVICE

THIS PAGE MUST BE FILLED IN - take details from your Discharge Book, acceptable Logbook and/or Certificates of Discharge

For all sea service that is declared below, you must submit TWO forms of evidence. Discharge Book entries or Certificates of Discharge are one form and Sea Service Testimonials are the other; testimonials must be countersigned by the Master of the vessel.

YOU MUST PROVIDE TWO FORMS OF EVIDENCE FOR ALL SEA TIME, IF THIS IS NOT PROVIDED YOUR APPLICATION WILL BE DELAYED.

ALL RELEVANT SEA SERVICE MUST BE LISTED. Sea service on foreign flag ships will be accepted under the same conditions as service on UK ships provided it is properly documented and verifiable. All sea service must be relevant to this application.

Sea Time Requirements:

Applications for a Yacht Rating Certificate with **no exemptions** - at least 6 months yacht service, including 2 months actual sea service on vessels over 15m in load line length plus a completed Yacht Rating Training Record Book.

Applications for a Yacht Rating Certificate **with exemptions** – at least 2 months actual sea service on vessels of over 15m in load line length plus one of the following:

- Watch Leader Certificate together with an RYA Competent Crew Certificate
- Day Skipper Certificate with an RYA Competent Crew Certificate and/or higher RYA Certificate
- Yacht Rating Course Completion Certificate

VESSEL AND VOYAGE DETAILS						DATES		DURATION		DAYS AT SEA	
Vessel Name	Flag	GT	Length*/Type**/ Voyage***			Rank/Capacity	From	To	Months	Days	
						Totals					

* Length Load line length
 ** Type Type of yacht. If service on other vessels please state cargo, passenger or Ro-Ro
 *** Voyage You should give the area in which the ship traded using the following codes: U = Unlimited, NC = Near Coastal Area

4 CHECKLISTS

Before a Yacht Rating Certificate can be issued, you will need to submit the following documentation – Original documents **MUST** be supplied unless otherwise stated.

4 A CHECKLIST FOR ALL

Attested copy of passport and visa if applicable (please refer to guidance notes) – Please do not send your original.	<input type="checkbox"/>	<input type="checkbox"/>
Discharge Book OR Certificates of Discharge OR Yacht Service Record / Log Book	<input type="checkbox"/>	<input type="checkbox"/>
2 passport sized photographs	<input type="checkbox"/>	<input type="checkbox"/>
Personal Survival Techniques (STCW A-VI/1-1) OR RYA Basic Sea Survival AND Fire Prevention and Fire Fighting (STCW A-VI/1-2) AND Elementary First Aid (STCW A-VI/1-3) AND Personal Safety and Social Responsibilities (STCW A-VI/1-4)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Valid Medical Fitness Certificate (ENG 1) OR Equivalent OR ML5 if applicable*	<input type="checkbox"/>	<input type="checkbox"/>
Fee (see page 5)	<input type="checkbox"/>	<input type="checkbox"/>
Yacht Training Record Book (not required if you submit the certification listed in 4B)	<input type="checkbox"/>	<input type="checkbox"/>

* To comply with health and safety requirements any seafarer employed or engaged in any capacity aboard a seagoing vessel must hold a valid medical fitness certificate attesting to their medical fitness for the work for which they are employed. Further information may be obtained from the MCA.

4B CHECKLIST FOR EXEMPTIONS (REDUCED SEA TIME)

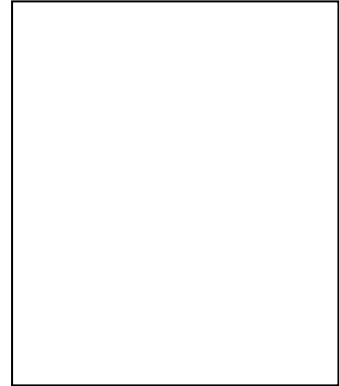
Watch Leader Certificate	<input type="checkbox"/>	<input type="checkbox"/>
AND		
Day Skipper Certificate with an RYA Competent Crew Certificate and/or higher RYA Certificate	<input type="checkbox"/>	<input type="checkbox"/>
OR		
Yacht Rating Course Completion Certificate	<input type="checkbox"/>	<input type="checkbox"/>
OR		
RYA Competent Crew Certificate	<input type="checkbox"/>	<input type="checkbox"/>

5 DECLARATION

(The maximum penalty for a false declaration is £5000)

I declare that the data contained in this application is, to the best of my knowledge, true and complete. I also declare that the documents are genuine, given and signed by the persons whose names appear on them. I consent to any processing of the data contained in this application by the MCA (including any processing necessary to establish the authenticity and validity of the issued certificate). Please refer to our privacy statement in Section 2 of the guidance notes which explains how we use the personal information we collect from you.

Signature	
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Date

Print name

6 COUNTER SIGNATURE

Name			
Address			
Town/City			
County/State			
Post Code/Zip		Country	
Telephone No		Occupation	
Capacity in which you know the applicant			

I declare that the information given is, to the best of my knowledge, true and complete. I also declare that the documents submitted are, to the best of my knowledge, genuine and relate to the person(s) whose names appear on them. I confirm that the photographs submitted bear a true current likeness of the applicant.

Signed.....
Date.....

WE DO NOT OFFER A COUNTER SERVICE

YOU SHOULD ALLOW AT LEAST 28 DAYS FOR US TO PROCESS YOUR APPLICATION, PLUS POSTAGE (1 day for UK, 2 Days for EU/EEA and 3 – 5 days for the rest of the world)

AN INCOMPLETE APPLICATION WILL DELAY THE ISSUE OF YOUR NOE

Please now complete the payment section on the next page

7 PAYMENT

Please enclose the appropriate fee (as laid down in the current Merchant Shipping Fees Regulations)

Payment should be made in £ sterling by cheque, postal order or banker's draft, credit or debit card.

Cheques, postal orders and banker's drafts should be made payable to the "Maritime and Coastguard Agency" and crossed "account payee" and "not negotiable". Cheques and orders should be drawn at a UK bank. **CASH WILL NOT BE ACCEPTED.**

For the UK: £67.00 (Includes Royal Mail Special Delivery)

For the European Union or EEA: £77.00 (includes courier)

For the rest of the world: £87.00 (includes courier)

Please tick (✓) the appropriate box below to indicate your chosen method of payment.

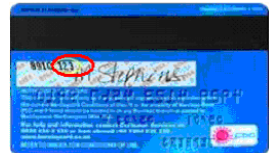
Maestro Visa MasterCard Postal order Bankers Draft

Cheque

Please charge my Maestro / Visa / MasterCard / Delta Card:

Name of Card Holder	
Card Number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Start Date	
Expiry Date	
Maestro Issue Number (Maestro Cards Only)	

Security Code: The Security Code is the last three digits of the numbers on the reverse of the card, near the signature strip.



Signature..... Date.....

Receipt: If you would like a receipt please tick (✓) the box below and confirm the email address you would like it sent to:

Please issue me with a receipt

Email address:

For official use only:

Name, if different from card holder:	
SDS number:	
Email, if not stated above:	
All payment details entered on SDS (initial):	

GUIDANCE NOTES FOR THE COMPLETION OF THIS APPLICATION FORM

PLEASE ENSURE THAT YOU READ AND UNDERSTAND THESE NOTES BEFORE COMPLETING THE FORM

For further information please refer to [MSN 1862](#). Please complete this form in BLOCK LETTERS and in black ink.

ENSURE YOU COMPLETE THIS FORM IN FULL - FAILURE TO DO SO MAY MEAN THAT WE WILL HAVE TO RETURN YOUR APPLICATION TO YOU, AND WILL RESULT IN A DELAY TO YOUR APPLICATION BEING PROCESSED. PLEASE ALLOW AT LEAST 28 DAYS FOR YOUR APPLICATION TO BE PROCESSED.

Enclose all documents necessary to establish your eligibility for a Yacht Rating Certificate. Apart from your passport you must send in **ORIGINAL** documents, photocopies will **NOT** be accepted. Information on Yacht Rating Certificates is in [MSN 1862](#). This can be found on our website – go to www.gov.uk/mca and search by the M-notice number, e.g. “MSN 1862”.

1 PERSONAL DETAILS

Enter your personal details in the boxes provided. Your name should be given IN FULL, and should be given in the same format as appears in your passport or birth certificate.

Your date of birth should be given in the format DD/MM/YYYY, e.g. 25 September 1984 would be written 25/09/1984.

You should give your permanent home address, where you are normally resident.

You may also provide an alternative address for return of documents or correspondence relating to this application.

Your documents will be returned by courier and will need to be signed for. Please ensure you provide us with the **full address** details you would like your documents sent to and you **must** include a contact telephone number and email address should there be any queries with your delivery.

2 PRIVACY STATEMENT

Personal information which you supply to us will be used to process your application to meet the applicable Standards of Training Certification and Watchkeeping (STCW) requirements. To check and report on how effective the MCA and the services it commissions have been. To make sure that the MCA gives value for money. We may use your information to investigate complaints, legal claims or important incidents. We may use your information for crime prevention and prosecution of offenders.

The information you provide is primarily used for issuing your UK Certificate of Competency (CoC)/Certificate of Equivalent Competency (CEC) but may also be used for other related purposes, and shared with other statutory bodies/organisations to enable them to fulfil their statutory obligations.

We will not disclose any financial details you provide to us. Once your payment has been processed all financial details are securely destroyed.

For more information on how we use your information, and your rights to access information we hold on you, please see our full privacy policy available on our website:

<https://www.gov.uk/government/organisations/maritime-and-coastguard-agency>

3 CERTIFICATE APPLIED FOR

This form is for a yacht rating certificate for service on yachts or sail training vessels of less than 3000gt

4 SEA SERVICE

For **all** applications the sea service declaration (page 2) must be filled out in full.

On board yacht service is reckoned from the date of engagement to the date of discharge.

Actual sea service is time spent at sea which may include time at anchor or river and canal transits associated with a passage.

For all sea service that is declared, you must submit two forms of evidence. One form of evidence can be Discharge Book entries or Certificates of Discharge, and the other form of evidence can be sea service Testimonials; testimonials must be countersigned by the Master or an authorised representative of the owner/operator of the vessel. Testimonials need to state the sign on and sign off dates and actual sea service days.

5 CHECKLISTS

4A - ALL APPLICATIONS - ALL the documents in this section **MUST** be provided before a Yacht Rating Certificate will be issued. Please ensure you tick (✓) each box to indicate that you have enclosed the documents. With the exception of passports, as described below, the supporting documents **must be original**. Any candidate failing to submit all the required documents may have their application returned without being processed.

Passport

Please do **NOT** send your original passport. Applicants for a Yacht Rating Certificate should submit a photocopy of their passport attested by:

- A Notary Public (UK or Foreign)
- The Master of your vessel
- MCA approved Nautical College

The copy should be stamped, signed and cited as an original copy. Copies must be clear and to scale.

Photographs

Your photographs must be taken full face without a hat and must be passport approved photographs, measuring a maximum of 50mm x 40mm, in colour. The back of one photograph must include your name in BLOCK LETTERS and the signature of a Doctor, Bank Officer, Established Civil Servant, School Teacher, or someone of similar standing. They should also write on the back of the photograph "I certify that this is a true likeness of Mr/Mrs/Miss/Ms/Dr etc....." and add their signature. They must also provide their details at Section 7. The person who certifies your photographs must either be a British citizen, a citizen of a Commonwealth country or an MCA approved signatory. A member of your family is not allowed to counter sign your photograph. The back of the other photograph must include your name in BLOCK LETTERS and your date of birth.

Medical Fitness Certificate

All candidates must produce a valid medical fitness certificate, either:

- The UK medical fitness certificate, currently known as an ENG 1, issued by an MCA approved medical practitioner, or
- A certificate issued by the administration of any country whose medical fitness certificate is recognised as equivalent to the UK ENG 1
- For those who work on a vessel operating no more than 60 miles to sea an ML5 is acceptable.

STCW Basic Training Certificates

All candidates must submit the following STCW Basic Training Certificates:

- **STCW Code Ref A-VI/1-1** Personal Survival Techniques **OR** RYA Basic Sea Survival
- **STCW Code Ref A-VI/1-2** Fire Prevention and Fire Fighting
- **STCW Code Ref A-VI/1-3** Elementary First Aid
- **STCW Code Ref A-VI/1/4** Personal Safety and Social Responsibilities

Training Record Book

You are required to submit a Training Record Book **unless you have obtained additional Certification stated in checklist 4B and below**. Please ensure they are fully completed and are submitted in a presentable manner as they are assessed by a Deck Examiner. Failure to do so may result in a delay in your application. The Navigational Training Record Book is available in [MSN 1862](#) (Annex B, pages 19 to 22).

6 CHECKLIST FOR EXEMPTIONS (REDUCED SEA TIME)

Additional Certification

If you are exempt from submitting a Training Record Book you must submit the appropriate certification. Applications for a Yacht Rating Certificate **with exemptions** must submit – at least 2 months yacht service on vessels over 15 m in load line length and **either** of the following:

- Watch Leader Certificate together with an RYA Competent Crew Certificate
- Day Skipper certificate with an RYA Competent Crew Certificate and/or higher RYA Certificate
- Yacht Rating Course Completion Certificate

7 DECLARATION

Please read the declaration. Once you are sure that the information you have given is, to the best of your knowledge, true and complete, and that the documents submitted are genuine, given and signed by the persons whose names appear on them, you should sign the declaration with your usual signature, including the date. Ensure your signature is inside the box – this will be transferred to your Yacht Rating Certificate.

8 COUNTER SIGNATURE

You should obtain a counter signature from a responsible person who is NOT related to you and has known you for at least 2 years. They should enter their details in this section. The person who counter signs your application should be a Doctor, Bank Officer, Established Civil Servant, School Teacher or someone of similar standing. They must either be a British citizen **or** a citizen of a Commonwealth country **or** an MCA approved signatory.

9 PAYMENT

You must enclose the correct fee with your application. Please tick (✓) the appropriate box to indicate your chosen method of payment. Payment must be made in Pounds Sterling (£). Payment by cheque, banker's draft or postal orders should be made payable to "The Maritime and Coastguard Agency" and crossed "account payee" and "not negotiable".

For payment by Maestro, Visa, MasterCard or Delta, ensure you enter the card details in the spaces provided.

Please sign to confirm the amount and chosen method of payment.

NOW RETURN YOUR COMPLETED APPLICATION TO

Seafarer Training and Certification, Maritime and Coastguard Agency,
Spring Place, 105 Commercial Road, Southampton, SO15 1EG, UK.
Tel +44 (0)203 8172000, Fax +44 (0) 23 8032 9252
E-MAIL: deck@mcga.gov.uk

Completed forms must not be emailed
to the MCA – Please post them with the
required documents.

YOU SHOULD ALLOW AT LEASTS 28 DAYS (plus postage time) FOR US TO PROCESS YOUR APPLICATION