



Sailing to Win
La voile pour la victoire



Sailing for Life
La voile pour la vie

Dear CYA PCOC Instructors,

Please review the important information below regarding the New PCOC Exams which take effect **April 15th 2011**.

CYA Manual Addendum and Boating Safety Course & Test Syllabus

The addendum to the current CYA PCOC Manual and the Boating Safety Course & Test Syllabus are both now available to instructors! All three items should be used together to ensure that all 256 knowledge requirements are covered. The Addendum & Boating Safety Course & Test Syllabus will be included with each manual ordered. Instructors may order the Addendum & Boating Safety Course & Test Syllabus individually to be used with manuals already purchased.

Please click on the links below to download these documents:

[Boating Safety Course & Test Syllabus](#) - A course and test syllabus has been developed to accompany the CYA PCOC Boating Manual and addendum. The purpose of this syllabus is to facilitate the instruction of the 256 knowledge requirements using the current manual and addendum.

[CYA PCOC Manual Addendum](#) - Approved by Transport Canada, is to be used along with the Boating Safety Course & Test Syllabus and the current CYA PCOC Manual.

[Both documents are available on the CYA website.](#)

Agreement to Destroy Old Exams

Transport Canada requires course providers & instructors to destroy ALL the old PCOC exams as of April 15th 2011. All CYA PCOC Instructors must sign this agreement indicating that you agree to destroy all the old PCOC exams in your possession. Once signed, please return the agreement to Deborah at TruCash (deborahw@trucash.com) when submitting your next order.

Ordering Materials & Exams

The new exams, application forms, the addendum & Boating Safety Course & Test Syllabus will all be available in print starting April 12th 2011. As of April 15th instructors must use the new exams & the new application forms with all students.

In order to avoid a rush of orders next week, please submit your order ASAP so that we can be prepared to start shipping orders out. Orders are to be submitted to Deborah at TruCash via email (deborahw@trucash.com) and must include the date of your next scheduled course.

A new price list is available through the Resource section of your [CYA Member profile](#). Please login and download the price list as needed.

Course Dates

Be sure to list your PCOC Course dates on the [CYA website](#)! All PCOC Instructors can upload their upcoming course dates, locations, fees, etc... through your [CYA Member profile](#) . Listing your courses here is a great way to advertise and it helps us track courses at a national level.

Questions or concerns that you may have should be directed to instructor@sailing.ca.

If you are no longer an active CYA PCOC Instructor and would like to be removed from this mailing list permanently, please click the 'SafeUnsubscribe' link below.