

The Professional Yachting Association, through the G.U.E.S.T Administration Department can assess experienced and current Interior Yacht Crew for direct entry to the G.U.E.S.T© program.

This Letter of Assessment route is relevant to anyone who has had any formal training or experience in hospitality and as a yacht interior crew member, has received onboard mentoring or had experience of training others or has already invested in formal yacht interior training courses.

The G.U.E.S.T Administration will make an assessment based on the correct documentation being presented on application. The letter of assessment will indicate which (if any) Certificate of Competency will be issued and where current experience and training would fit into the program.

All Applicants	Hospitality Training / non yacht	Yacht Specific Training	Experienced Seafarers
STCW'95 training courses / ENG1 / Food Hygiene module Catering level 2	Certificates from previous courses attended. Including specialist Training	Certificates from previous courses attended. Including specialist Training	Service Record Book or Discharge book.
Relevant auxiliary training subject to the level applying for.	Declaration from employers stating relevant experience	Declaration from Captain or Owner stating relevant experience	Sea Service Testimonials, with Yacht Service and Guest days indicated <i>Note: A "guest day" is any day the yacht is set up for guests and some food or beverage service has been offered.</i>

After the 1st Jan 2017 the G.U.E.S.T Administration will require GUEST certification and verified sea service to be presented as part of the assessment process. This document supersedes the Transitional Arrangement for those who had previously not completed previous GUEST certification and where equivalent formal training was accepted.

Please note that anyone applying for a "Senior" or "Chief" Stew G.U.E.S.T© CoC or a CoC through the transitional route is required to have formally verified SEA SERVICE by the PYA.

Please join as a Full Member on line: www.pya.org before submitting application form

Certificate of Competency

The G.U.E.S.T© certification system is modular in structure, including formal training, practical experience and assessment. The G.U.E.S.T© Program offers training objectives & syllabus outlines for each individual module defined in the G.U.E.S.T© Guidelines. The letter of assessment is based on equivalent objectives being met at each level of training.

On completion of the objectives, the crew member can apply for the relevant COC.

- Yacht Junior Steward / Stewardess GUEST© CoC
- Yacht Senior Steward / Stewardess GUEST© CoC
- Yacht Chief Steward / Stewardess GUEST© CoC

Application form

Leading to the G.U.E.S.T© Program Certificate of Competence. The G.U.E.S.T Administration Department will make an assessment based on the correct documentation being presented on application. Do not send original documents. Please send attested copies only, either by email or post to the PYA HQ: **Attention: G.U.E.S.T Administration c/o PYA, 23 Rue du General d'Andreosy Antibes, 06600, France.** | Tel + 33 (0) 4 93 34 91 16 /email training@pya.org

Please have documents attested by a PYA Regional Officer or PYA staff, your Captain or a GUEST Training Provider. With the statement: *"I certify this to be a true copy of the original" "name, contact details & date"*

For advice on PYA Regional Offices and GUEST Training Providers worldwide, please refer to the following websites: www.pya.org and www.guest-program.com

Mr/Mrs/Miss/Ms	Full Name:	PYA membership number:
DoB	Nationality	Passport number
Email	Address	
Mobile		

CoC Applying for: G.U.E.S.T©

- Junior Yacht Stewardess / Steward CoC
- Senior Yacht Stewardess / Steward CoC
- Chief Yacht Stewardess / Steward CoC

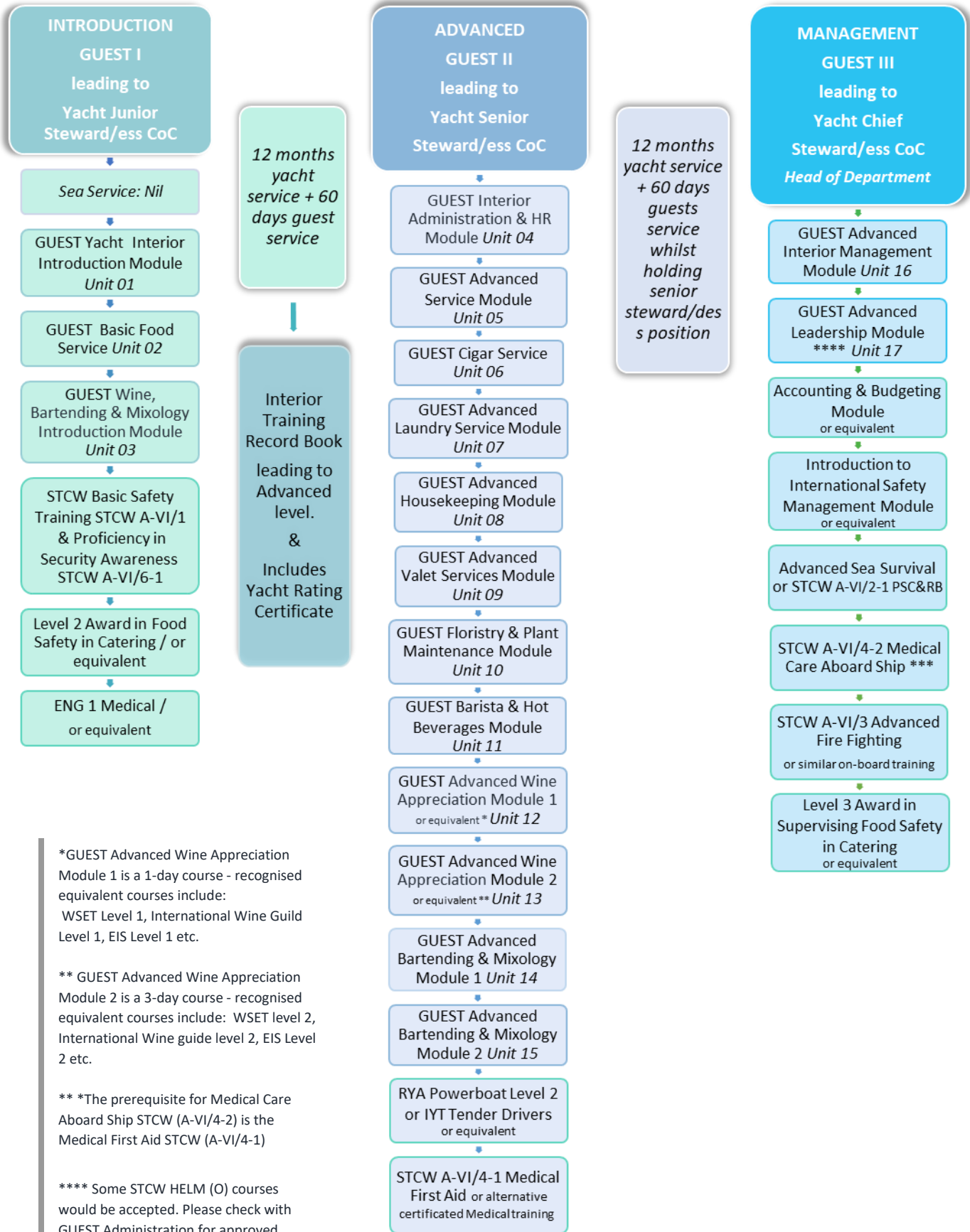
Required Documents for all applications:

- Photo by email (JPG) training@pya.org
- Copy of Passport (attested)
- ENG1 (valid)
- Current CV (with photo)
- Food Hygiene or Food Safety module (Catering level 2 minimum)
- STCW'95 basic training modules
- Sea Service Testimonials, with Yacht Service and Guest days indicated (not required for Junior level application)
- Service Record Book or Discharge book & papers (if relevant)

Supporting Documents required as part of the application to be assessed:

- Declaration from Captain or Owner stating relevant experience & onboard department mentoring and training given /received.
- Certificates from non G.U.E.S.T© relevant interior training courses attended. Including syllabus of the course attended & details of the Training Provider.
- Other specialist Yacht Training courses
- Relevant Certificates of academic achievement from previous training or employment – (non Yacht)
- Declaration from previous employers stating relevant experience – (non Yacht)
- Relevant auxiliary training subject to the level applying for. (Advanced STCW / Tender Driving etc)

Administration fee Non PYA Members = 75€ PYA Member = 35€ Cheque / Cash /online /credit card	Name on Card:	Expiry date:
	Credit Card Number	3 digit security number :



*GUEST Advanced Wine Appreciation Module 1 is a 1-day course - recognised equivalent courses include: WSET Level 1, International Wine Guild Level 1, EIS Level 1 etc.

** GUEST Advanced Wine Appreciation Module 2 is a 3-day course - recognised equivalent courses include: WSET level 2, International Wine guide level 2, EIS Level 2 etc.

** *The prerequisite for Medical Care Aboard Ship STCW (A-VI/4-2) is the Medical First Aid STCW (A-VI/4-1)

**** Some STCW HELM (O) courses would be accepted. Please check with GUEST Administration for approved Training Providers