

# THE WORKBOAT MATE PROGRAM

YOUR FAST TRACK TO A CAREER AT SEA

**MITAGS-PMI** 

MARITIME INSTITUTE OF TECHNOLOGY & GRADUATE STUDIES  
PACIFIC MARITIME INSTITUTE

*The Leaders in Maritime Training*

# MITAGS-PMI





## INTRODUCTION

The MITAGS/PMI Workboat Mate (500-1600 Tons) Program offers a cost effective way for dedicated individuals that possess little or no maritime experience to earn highly sought after qualifications.

MITAGS and PMI are non-profit continuing education centers for professional mariners. The Institute's provide training for civilian and military seamen from around the globe. MITAGS and PMI are dedicated to helping mariners maintain and advance their certification, as well as assisting individuals that would like to enter the maritime profession.

PMI is located on Seattle's waterfront, south of the U.S. Coast Guard station and north of the container and passenger terminals in the heart of the Port of Seattle.

MITAGS is located on an 80-acre campus near the Baltimore-Washington International (BWI) Airport in Linthicum Heights, Maryland.

### EXPERIENCE

MITAGS and PMI have been instructing professional mariners for more than thirty years. With courses and programs for every level of mariner, from Ordinary Seaman to Master Mariner, MITAGS and PMI offer all of the training necessary for entry and advancement in the Merchant Marine.

Maritime companies rely on MITAGS and PMI to develop and deliver effective training programs that prepare their mariners for the real world challenges associated with vessel operations.

### APPROVALS

The MITAGS/PMI Workboat Mate Program is approved by the U.S. Coast Guard as a Mate 500-1600 Ton Program. The State of Washington Workforce Training, Education, and Coordinating Board, the State of Maryland Higher Education Commission, and the Veteran's Administration have also approved many of the MITAGS and PMI programs and courses.

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## WORLDWIDE CAREER OPPORTUNITIES

### THE U.S. MERCHANT MARINE

The U.S. Merchant Marine consists of a fleet of privately owned, U.S. registered merchant vessels that provide waterborne transportation for cargoes moving in domestic and international commerce. The vessel types vary and include tankers, container ships, military support ships, ferries, tug boats, offshore supply vessels, and cruise ships. All of these vessels are manned by U.S. citizens who are required to undergo professional training and evaluations in order to qualify as support, operational, or management mariners.

### THE TOWING INDUSTRY

The majority of vessels under 500 tons belong to the towing industry segment of the U.S. Merchant Marine. These vessels are a crucial component of the nation's transportation system. They pull or push barges that are loaded with cargo, such as containers or oil products, between the United States and international destinations. Towing vessels also assist and escort large vessels that are entering or leaving U.S. ports.



### CHALLENGES

A maritime career is not for everyone. Rough seas and the long work hours can be grueling. In fact, mariners may be expected to work between 10 to 12 hours per day, 7 days per week, while onboard a vessel. Typical tours of duty can range from 30 to 120 days.

Despite the apparent hardships, thousands of people embrace life at sea. They are rewarded and fulfilled by the onboard experience, while earning a good living. For the most part, the officers and crew are an independent team that work together to maintain and operate a vessel on the seas and oceans of the world. For many mariners, there is a certain feeling of freedom that is experienced when leaving port and heading to sea hauling a full load of cargo. There is also a certain satisfaction when landfall is made and the cargo is safely delivered.

### REWARDS

- **Pay and Benefits:** Crew members onboard U.S. flagged tug boats enjoy excellent pay and benefits. The salary typically ranges from \$200 per day for an Able Bodied Seaman, to \$300 per day for a Mate, and up to \$400 per day for a Captain. Most full time employees work between 180 and 240 days per year at sea.
- **Travel:** As a U.S. Merchant Mariner, you will have the opportunity to travel extensively and experience different cultures and people.
- **Savings and Quality of Life:** At the end of your trip, you will have money in the bank and time to enjoy it. It's this contrast of fulfilling work onboard a vessel and extended vacation ashore that appeals to mariners. In fact, it is one of the main reasons why thousands of people choose this job as a lifetime career.

### ADVANCEMENT

Advancement in the Merchant Marine depends upon your experience, qualifications, and on-the-job performance. With the right attitude and commitment, you can work your way up to a senior position and even sail as Captain.

### EMPLOYMENT

More stringent training requirements, an aging workforce, and a lack of entry level positions has led to an imminent workforce crisis, particularly for the towing industry. In fact, there is already a critical shortage of Able-Bodied Seamen, so qualified Mates will be harder to find in the coming years. As a result, a strong "employees market" is emerging.

In this training program, you will be put in contact with operators that will place you onboard their vessels for a total of 360 days. Although there is no guarantee of employment at the end of the program, it is expected that graduates will have ample job opportunities.



**“ FINALLY SOME GOOD NEWS ON THE WATERFRONT AND A TIMELY SOLUTION TO FOSS’ CHALLENGE OF BRINGING EMPLOYEES UP THE HAWSEPIPE AND INTO THE WHEELHOUSE. STUDENTS ATTENDING THIS PROGRAM WILL ACTUALLY SAIL ABOARD OUR FLEET OF TUGS AND LEARN TOW BOATING THE “FOSS WAY.” WE LOOK FORWARD TO WATCHING GRADUATES OF PMI’S PROGRAM MOVE UP THE LADDER QUICKLY TO MATE. NORM MANLY, FOSS MARITIME ”**





## BENEFITS OF THE MITAGS/PMI WORKBOAT MATE PROGRAM

### EFFICIENT

With our Workboat Mate (500-1600 Tons) Program, trainees will earn valuable commercial qualifications up to three years sooner than those following an independent approach.

The table below details the time it takes to earn the following qualifications:

- Mate 500-1600 Gross Tons, Oceans, with Towing Endorsement.
- STCW-95 Officer in Charge of a Navigational Watch.
- Able-Bodied Seaman Limited.

#### MITAGS-PMI PROGRAM

##### Two Years

25-weeks of shore-based instruction.

52-weeks of sea service.

27-weeks of time off.

#### INDEPENDENTLY

##### Five Years\*

22-weeks of shore-based instruction.

156-weeks of sea service.

82-weeks of time off.

\* Based on working 8 months (240 days) per year for 8 hours per day.



### COMPREHENSIVE

The Program is organized so that every shore-based training phase is reinforced by onboard training. This approach allows trainees to apply their new knowledge on-the-job. Each phase builds on the previous, so students develop their skills gradually and logically.

In reviewing the program, Allen Glenn, Professor and Dean Emeritus of the University of Washington, had this to say, *"This program is based on sound pedagogy and a careful consideration of the standards that must be met by the graduates. It is an intense, demanding program. Good! We want competent people on the bridge."*

### RESPECTED

MITAGS and PMI also provide customized training for major towing companies; including Crowley Marine Services, Foss, Dunlap Towing, Moran Towing, Sause Bros., SeaCoast Towing, Vane Brothers, and Western Towboat. The Institute's work closely with these companies to develop and improve training so that students have the knowledge, skills, and qualifications that employers are looking for. In fact, many of these companies provide the onboard training component for our Mate Program.



### STUDENT SERVICES

MITAGS and PMI are there to help students every step of the way and offers the following services and support:

- Assistance with establishing payment plans and loans.
- Assistance with U.S. Coast Guard forms and applications.
- Comprehensive Program orientation and support.
- Establishment of relationships with company contacts and the liaison for onboard training.
- Arrangement of discounted rates at the local Holiday Inn while attending the program at PMI. Please refer to the "accommodations" section within this document for further information.
- MITAGS' lodging/food rate has been discounted for student's attending the Mate Program. Please refer to the "accommodations" section within this document for additional information.
- Free access to the latest license preparation software, which includes the solutions for most U.S. Coast Guard examination problems (LAPWARE-[www.lapware.org](http://www.lapware.org)).
- Career advice and assistance with job placement.



**MITAGS-PMI**

**“ THIS NEW PROGRAM HELPS US TO RECRUIT QUALIFIED AND MOTIVATED CREW MEMBERS AND IT HELPS THE YOUNG MARINER MOVE AHEAD IN AN ACCELERATED WAY WITH VERY LITTLE INVESTMENT EXCEPT TIME. DOUG EBERLEIN, SAUSE BROS. ”**



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## THE PROGRAM

### OVERVIEW

#### INTRODUCTION

The MITAGS/PMI Workboat Mate (500-1600 Tons) Program includes all of the training and support you will need to attain a Mate's License. More importantly, it will give you the knowledge, skills, and confidence to take on the duties and responsibilities of a Mate.

The two year program includes 25 weeks\* of shore-based training (including three weeks of simulation), 52 weeks of required onboard training, and access to the latest license examination preparation software.

*\* Does not include optional courses, such as Medical Person-in-Charge (MED-PIC) or Tankerman Person-in-Charge (TPIC).*

#### PROGRAM SPONSORS

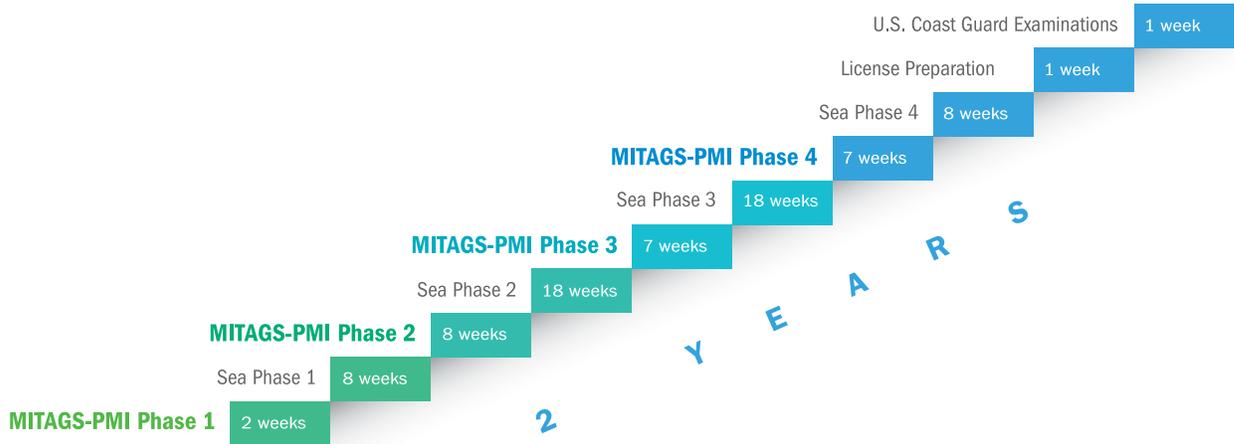
The following companies, which are all leading marine organizations, provide berths for the MITAGS and PMI trainees during the onboard training component of the program: Sause Bros., Dunlap Towing, Foss, Western Towboat, Crowley Marine Services, Sea-Coast Towing, and the National Oceanic & Atmospheric Administration. Berths are subject to availability and are based on the needs of the company and the needs of the trainee. Trainees are typically placed on vessels where they can benefit the most from the training. MITAGS and PMI are always looking for additional companies that may be interested in hosting our cadets.

#### OUTLINE

The program is made up of shore-based and onboard vessel training as illustrated below:



Mate's License and AB Limited





## PROGRAM CONTENT

### SHORE PHASE 1

#### DURATION: 2 WEEKS

This shore-based training phase consists of an orientation day where program trainees are issued their Training Record Book (TRB) and Towing Officer Assessment Record (TOAR). Additionally, they will meet Institute staff members and tour the training facility. During this phase, trainees will also meet a representative from the employer company that they will serve under to earn their sea service. The following courses are included in Shore Phase 1:

i. Orientation	2 days
ii. Rating Forming Part of a Navigational Watch (RFPNW)	2 days
iii. Basic Safety Training (BST) <sup>1</sup>	5 days
iv. Simulation Training	1 day
<b>TOTAL</b>	<b>10 days</b>

<sup>1</sup> Basic Safety Training will be conducted independently by Fremont Maritime Services in Seattle, WA. This applies to PMI students only.

### SEA PHASE 1

#### DURATION: 8 WEEKS

This sea phase is used to introduce the trainee to “life at sea” and provides an opportunity to learn and perform the duties associated with the RFPNW and other practical seamanship tasks related to AB and Lifeboatman. This phase serves as a probationary period. Trainees are given 12 weeks to complete this sea phase.

### SHORE PHASE 2

#### DURATION: 8 WEEKS

This academic phase is meant to prepare students for the tasks they will perform during “Sea Phase 2” and will consist of the following courses:

i. Survival Craft (Lifeboatman) <sup>1</sup>	4 days
ii. Terrestrial Navigation and Compasses	15 days
iii. Radar Observer Unlimited	5 days
iv. Able Bodied Seaman	5 days
v. Advanced Fire Fighting <sup>2</sup>	3 days
vi. Cargo Handling and Stowage	5 days
vii. Simulation Training	2 days
<b>TOTAL</b>	<b>39 days</b>
viii. Tankerman Person-in-Charge <sup>3</sup>	5 days

<sup>1</sup> Survival Craft Training will be conducted independently by Seattle Maritime Academy in Seattle, WA. This applies to PMI students only.

<sup>2</sup> Advanced Fire Fighting training will be conducted independently by Fremont Maritime Services in Seattle, WA. This applies to PMI students only.

<sup>3</sup> Optional course required for students working on tank vessels.

### SEA PHASE 2

#### DURATION: 18 WEEKS

After completing “Shore Phase 2,” the trainee continues with the onboard training program “Sea Phase 2” and completes relevant tasks and duties in the TRB. The areas of training include navigation, voyage planning, cargo operations, and safety equipment testing and maintenance. Pertinent tasks to be completed during this sea phase are clearly identified in the TRB. Trainees are given 24 weeks to complete Sea Phase 2.

### SHORE PHASE 3

#### DURATION: 7 WEEKS

After completing the minimum of 18 weeks of sea service during “Sea Phase 2,” the student returns to the training facility to begin “Shore Phase 3.” Like Phase 2, this academic segment prepares the trainee for tasks they will perform during “Sea Phase 3.” This phase will consist of the following courses:

i. Celestial Navigation	10 days
ii. Electronic Navigation	5 days
iii. Meteorology	5 days
iv. Watchkeeping	10 days
v. Automatic Radar Plotting Aids	5 days
vi. Simulation Training	2 days
<b>TOTAL</b>	<b>37 days</b>



## PROGRAM CONTENT *Continued*

### SEA PHASE 3

#### DURATION: 18 WEEKS

After completing “Shore Phase 3,” the trainee continues with the onboard training program “Sea Phase 3” and completes relevant tasks and duties in the TRB. The areas of training include celestial navigation, use of electronic navigational aids, meteorological observations, bridge watchkeeping, and collision avoidance. Trainees are given 24 weeks to complete Sea Phase 3.

### SHORE PHASE 4

#### DURATION: 7 WEEKS

After completing the minimum of 18 weeks of sea service during “Sea Phase 3,” the trainee returns to the training facility to begin “Shore Phase 4.” Like Phase 3, this academic segment prepares the trainee for tasks they will perform during “Sea Phase 4.” This phase will consist of the following courses:

i. Ship Construction and Stability	5 days
ii. Global Maritime Distress and Safety Systems	10 days
iii. Medical First Aid Provider	5 days
iv. Search and Rescue	2 days
v. Emergency Response	3 days
vi. Visual Communications	1 day
vii. Basic Shiphandling	5 days
viii. Simulation Training	2 days
TOTAL	33 days
ix. Medical Person-in-Charge (MED-PIC) <sup>1</sup>	5 days

<sup>1</sup> MED-PIC is an elective.

### SEA PHASE 4

#### DURATION: 8 WEEKS

After completing “Shore Phase 4,” the trainee continues with the onboard training program “Sea Phase 4” and completes relevant tasks and duties in the TRB. The areas of training include anchoring and mooring, all tasks and duties associated with the bridge and deck watch, and drills and safety tasks. Trainees are given 12 weeks to complete Sea Phase 4.

### LICENSE PREPARATION

#### DURATION: 1-3 WEEKS

After completing the minimum of 12 months of sea service, the student returns to our training facility to conduct final preparations for the U.S. Coast Guard Mate and AB Limited examinations.

### U.S. COAST GUARD EXAMINATIONS

#### DURATION: 1 WEEK

The U.S. Coast Guard final examinations are the “capstone” evaluation of fundamental knowledge. This extensive testing process takes four days and includes the following tests: Deck General, Deck Safety, Navigation General, Navigation Problems (Chartwork, Near Coastal, Celestial), and Rules of the Road.

### MATE’S LICENSE

Once the candidate has successfully completed all of the training, passed the U.S. Coast Guard examinations, and obtained sufficient sea time, they will be issued a Mate 500 or 1600 Gross Tons License, with the Towing Endorsement and AB Limited certification.



**“ SINCE THE NEW LICENSING REGULATIONS TOOK EFFECT IN 2002, CERTIFICATION AND TRAINING OF LICENSED DECK OFFICERS HAS BECOME THE BIGGEST CRISIS FACING THE TOWING INDUSTRY. THE MATE OF TOWING PROGRAM OFFERED BY PMI IS AN IMPORTANT RESOURCE FOR TOWING COMPANIES. PROSPECTIVE MARINERS NOW HAVE A CLEAR, FAST TRACK APPROACH TO A CAREER AT SEA, AND COMPANIES HAVE A VIABLE RESOURCE FOR RECRUITMENT. DUNLAP TOWING COMPANY WILL BE TAKING FULL ADVANTAGE OF THIS PROGRAM TO EMPLOY FUTURE DECK OFFICERS. RUSS JOHNSON, PORT CAPTAIN, DUNLAP TOWING ”**



## PRE-REQUISITES

### HIGH SCHOOL DIPLOMA, GED, OR PLACEMENT TESTS

In order to succeed in this program, students will require a minimum of a high school level education. Acceptable proof of education is a High School Diploma, General Education Diploma (GED), or an approved equivalent.

The following placement test scores are acceptable in lieu of the above certifications:

- |                              |               |    |
|------------------------------|---------------|----|
| 1. COMPASS Trigonometry Test | Minimum Score | 46 |
| 2. ASSET Writing Test        | Minimum Score | 38 |
| 3. COMPASS Reading Test      | Minimum Score | 76 |
| 4. ASSET Reading Test        | Minimum Score | 39 |

Contact your local community college for further information on COMPASS and ASSET testing.

### MERCHANT MARINER DOCUMENT (MMD)

The process of obtaining a MMD requires the individual to pass a physical examination (Coast Guard form CG-719k), an approved drug test, and a criminal background check. Obtaining this credential prior to enrollment in the Mate Program indicates that you should qualify for the Mate's license provided no physical\*, drug, or criminal issues\*\* emerge after the initial application.

You should apply for your Merchant Mariner Document at the nearest U.S. Coast Guard Regional Examination Center (REC).

For REC locations, please visit the Coast Guard website at: <http://www.uscg.mil/stcw/mmic-regions.htm>.

For application forms, please visit the Coast Guard website at: <http://www.uscg.mil/stcw/downloads.htm>.

For general information on licensing, please visit the Coast Guard website at: <http://www.uscg.mil/stcw/index.htm>.

**NOTE:** This process can take up to three months. There are also numerous fees associated with obtaining the document.

### PASSPORT

You must possess a current U.S. Passport.

### MINIMUM AGE

The minimum age to start the Mate Program is nineteen (19).

\* Physical requires normal color vision.

\*\* Criminal convictions may affect a student's ability to be licensed.



## TUITION INFORMATION

### COST OF THE PROGRAM

**\$27,000**

The cost of the program includes twenty-five weeks of classroom training, fifty-two weeks of onboard training, and access to license preparation software (Lapware.org).

During the onboard training, trainees earn \$845 per month (total of \$10,140 for the 52 weeks onboard). Therefore, the net cost of the training would be \$16,860.

### PAYMENTS

The first payment/deposit of \$3,375 is due no later than one month before the start date of the program. Payments for the remaining balance are spread out over the course of the program. All independent candidates are required to sign a payment schedule. For a copy of the payment schedule for your program, please call PMI toll-free at (888) 893-7829. You may also contact MITAGS toll-free at (866) 656-5569.

### GI BILL\*

PMI is our approved training provider for veteran's benefits, which are available to veterans and their dependents. Please call PMI's Registrar at (206) 838-1126 for more information on the specific programs covered under the GI Bill. For a complete description of the educational benefits available to veterans and their dependents, please visit the Veteran's Administration website at [www.va.gov](http://www.va.gov) or call (888) 442-4551.

\*MITAGS is not yet a training provider for Veteran's Benefits.

## ENROLLMENT CHECKLIST



Step	Action	Check
1	Call or e-mail your preferred campus: PMI toll-free at (888) 893-7829 or <a href="mailto:admin@mates.org">admin@mates.org</a> . MITAGS toll-free at (866) 656-5569 or <a href="mailto:admissions@mitags.org">admissions@mitags.org</a> .	
2	Interview with the Director of PMI or the Program Manager at MITAGS to determine program eligibility.	
3	Interview with a Towing Company representative to determine eligibility for the Sea Phase portion of the program.	
4	Complete the admissions requirements: <ul style="list-style-type: none"> <li>■ Provide MITAGS or PMI with proof of your High School Diploma, GED, or equivalency though Placement Test Scores.</li> <li>■ Obtain loan or other funding source.</li> <li>■ Obtain the Merchant Mariner Document.</li> <li>■ Complete an Enrollment Agreement for your preferred campus; which is located on the MITAGS website at <a href="http://www.mitags.org/admissions">www.mitags.org/admissions</a> or the PMI website at <a href="http://www.mates.org/register.htm">www.mates.org/register.htm</a>. For those without Internet access, please call your preferred campus toll-free: (866) 656-5569 for MITAGS or (888) 893-7829 for PMI, so an application can be mailed.</li> <li>■ Sign a Consent and Release Form.</li> </ul>	
5	Verify that you possess a current U.S. passport.	
6	Submit the first payment installment at least one month prior to the program start date.	
7	Make transportation and overnight lodging arrangements.	



Seattle waterfront



Pike Place Market, Seattle



MITAGS, Linthicum Heights (Baltimore), Maryland

## ACCOMMODATIONS IN SEATTLE

### RECOMMENDED LODGING

#### HOLIDAY INN, SEATTLE CENTER

PMI recommends using the Holiday Inn at the Seattle Center while attending the PMI academic phases. The staff is friendly and accustomed to our long term students. Amenities include a clean, spacious room with free high-speed Internet access, a microwave, and a refrigerator. The hotel also offers free parking in their secured garage, complimentary continental breakfast in the Executive Lounge on the 6th Floor from 6:00 a.m. to 9:00 a.m., and shuttle service to and from the school on weekdays.

**Location:** 211 Dexter Avenue North, Seattle, WA 98109.

**PMI Rates:** (Be sure to let the hotel know you are a PMI student to receive these special rates).

#### 1-10 nights

01/01/07 to 05/31/07 ~ \$94 per night

06/01/07 to 08/30/07 ~ \$104 per night

09/01/07 to 12/31/07 ~ \$94 per night

#### 30 Plus Nights

01/01/07 to 12/31/07 ~ \$64 per night

(All rates are for single or double occupancy).

#### 11-29 Nights

01/01/07 to 05/31/07 ~ \$84 per night

06/01/07 to 08/30/07 ~ \$94 per night

09/01/07 to 12/31/07 ~ \$ 84 per night

**Telephone:** (206) 694-0065

Please ask for a corporate Sales Manager and let them know you are a student at the Pacific Maritime Institute (PMI).

## ACCOMMODATIONS IN LINTHICUM HEIGHTS

### RECOMMENDED LODGING

#### MITAGS

MITAGS recommends using its onsite hotel for overnight lodging. Our comfortable guest rooms include private bath, queen or 2- double beds, satellite television, high-speed Internet access, coffee maker, refrigerator, and workstation with executive chair. Additionally, students have access to our onsite fitness center, indoor pool, game room, store, and jogging-walking trails.

**Location:** 692 Maritime Blvd., Linthicum Heights, MD 21090

**MITAGS Rates:** Room rates for 2007 are:

Single Occupancy - \$115.00. The daily rate includes the following:

- Meals (breakfast, lunch, and dinner).
- Continuous refreshments in the student break room.
- Free parking.
- Free shuttle service to BWI Airport, BWI Amtrak Station, and BWI Light Rail Station.

Double Occupancy - \$150.00. The daily rate includes the following:

- Meals (breakfast, lunch, and dinner).
- Continuous refreshments in the student break room.
- Free parking.
- Free shuttle service to BWI Airport, BWI Amtrak Station, and BWI Light Rail Station.



VITAGS-PW

# THE WORKBOAT MATE PROGRAM

**YOUR FAST TRACK TO A CAREER AT SEA**



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**MITAGS**

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