|  |  |
| --- | --- |
|  | Ontario Sailing Race Management & Judges Course Request |

[www.ontariosailing.ca](http://www.ontariosailing.ca)

For information on Ontario Sailing Race Management & Judges Courses, see [www.ontarosailing.ca](http://www.ontarosailing.ca) and the last two pages of this form.

Once completed, please email this form to Krystal Smith [info@ontariosailing.ca](mailto:info@ontariosailing.ca)

We would like to hold an Ontario Sailing Race Management and/or Judges Course (s) as outlined below.

|  |  |
| --- | --- |
| **Date of Request** |  |

**Contact information**

|  |  |
| --- | --- |
| **Contact’s Name** |  |
| **Contact’s Position** |  |
| **Contact’s Organization** |  |
| **Contact’s Email** |  |
| **Contact’s Phone** |  |

**Venue for course(s):**

|  |  |
| --- | --- |
| **Location’s Name** |  |
| **Location’s Address** |  |
| **Maximum number of students in classroom style** |  |

**Race Management Course(s)**

Select one or more of the following:

|  |  |
| --- | --- |
| Assistant Race Officer (ARO) (\*) |  |
| Combined Course Race Officer/Assistant Race Officer (ARO/CRO) (\*\*) |  |
| Would like to discuss what Ontario Sailing on what’s best |  |

|  |  |
| --- | --- |
| \* | Course is three to four hours in length, normally given in one session |
| \*\* | Course is 14 to 16 hours in length, normally given in two sessions on a consecutive Saturday and Sunday |

|  |  |
| --- | --- |
| **Expected number of students** |  |

**Please list several potential dates and times**

|  |  |
| --- | --- |
| Option | Times & dates |
| 1 |  |
| 2 |  |
| 3 |  |

|  |
| --- |
| **Please provide any additional information or comments below:** |
|  |

**Judges Course**

Select one or more of the following:

|  |  |
| --- | --- |
| Club Judges Course (\*) |  |
| Would like to discuss what Ontario Sailing on what’s best |  |

|  |  |
| --- | --- |
| \* | Course is six to seven hours in length, normally given in one session |

|  |  |
| --- | --- |
| **Expected number of students** |  |

**Please list several potential dates and times**

|  |  |
| --- | --- |
| Option | Times & dates |
| 1 |  |
| 2 |  |
| 3 |  |

|  |
| --- |
| **Please provide any additional information or comments below:** |
|  |

|  |  |
| --- | --- |
|  | Ontario Sailing Race Management & Judges Course Request |

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**Course Request Background and Information**

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Ontario Sailing Courses are publicly advertised and open to all who register.

All registrations and payments must go through Ontario Sailing and all participants must pre-register for the course on our website.

The minimum registrants are 10 for the course to go forward, usually determined about a week before. This number includes registrations outside your club, unless a smaller is authorized by the course conductors.

Ontario Sailing will attempt to accommodate the listed dates; however, the final dates are subject to availability of instructors and other courses in the same geographical area. To help provide courses in a geographical area, Ontario Sailing may work with requestors from the same area for same course to combine to achieve the minimum numbers.

Students need to bring or obtain

* Current Race Rules of Sailing (RRS) Rule Book
* Pencil or pens

The following are required:

* A learning environment (tables and chairs and a separate room would be ideal --- away from distractions)
* A projector with a screen and computer,
* A white board or flip chart with markers,

The following are recommended:

* A coffee/tea/water station for the participants is also encouraged.
* Wi-Fi access if possible

Arrangements for lunch need to be available and announced from:

* Lunches can be ordered by the students from the facilities F&B operations
* Lunches can be ordered in by the students
* Students need to bring their own lunches