

**UNITED STATES POWER SQUADRONS**  
**Educational Department**

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**EDUCATIONAL DEPARTMENT NOTICE No. 76**

Issue Date: 15 October 1999

Effective Immediately

**TO:** **ALL SQUADRON EDUCATIONAL OFFICERS**

**COPY TO:** Squadron Commanders  
District Commanders  
District Educational Officers  
National Educational Department Staff  
Members of the Operating Committee

**SUBJECT:** **Change in Policy for Taking Member-Course Final Examinations**

**PURPOSE:** To announce a change in policy to eliminate the requirement that members must have passed certain prerequisite courses before taking a final examination for another advanced grade course.

**BACKGROUND**

**AND RATIONALE:** Prior to this EDN, USPS members have been required:

- a) to have passed Seamanship and Piloting before taking the final examination (open or closed book) for Advanced Piloting;
- b) to have passed Seamanship, Piloting, and Advanced Piloting before taking any final examination (open or closed book) or submit a sight folder for Junior Navigation; and,
- c) to have passed Seamanship, Piloting, Advanced Piloting, and Junior Navigation before taking any final examination (open or closed book) or submit a sight folder for Navigation.

This traditional policy has placed an undue burden on those members who, for whatever reason(s), wished to go forward with their boating education before they have had an opportunity to complete a prerequisite course. This is particularly applicable in smaller squadrons that do not offer every advanced grade course each year.

Over the years many members have cited the fellowship of the classroom as one of the real strengths of USPS. This fellowship grows as a group of members move together through a series of courses. When a member must drop out of his or her class due to an examination prerequisite that has been missed, that fellowship is weakened for all.

*(Continued on Reverse)*

**NEW POLICY:** Effective immediately, any USPS (or CPS) member in good standing may take any final examination or submit a sight folder for any USPS member course.

It remains solely the responsibility of the member to learn the applicable course material needed to prepare for the examination(s) to be taken. It is unfair to the instructor and fellow classmates to expect an instructor to go back and teach material that should have been learned in a more basic USPS course.

**AWARD  
OF GRADE:**

This change in examination policy makes no change in USPS policy regarding the award of grade. The award of grade for AP, JN and N is based on a member completing a program of study, not just a single course. Grades are earned and awarded based on the member passing the following:

- |     |  |
|-----|--|
| S   | A closed-book examination in Seamanship;   |
| P   | A closed-book and an open-book examination in Piloting;  |
| AP  | A closed-book examination in Seamanship; plus a closed-book and open-book examination in Piloting; plus a closed-book and an open book examination in Advanced Piloting;   |
| J N | A closed-book examination in Seamanship; plus a closed-book and open-book examination in Piloting; plus a closed-book and an open book examination in Advanced Piloting; plus, a closed-book and an open-book examination in Junior Navigation and the submission of an acceptable JN sight folder;  |
| N   | A closed-book examination in Seamanship; plus a closed-book and open-book examination in Piloting; plus a closed-book and an open book examination in Advanced Piloting; plus, a closed-book and an open-book examination in Junior Navigation and the submission of an acceptable JN sight folder; plus, a closed-book and an open book examination in Navigation and the submission of an acceptable N sight folder. |

**ACTION:** SEOs should make this information available to all members and should encourage them to take part in our educational program on a continuing basis.

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