



Instructions for Coaches & Instructors

For ratings that are being validated as current, or revalidated after 1 to 5 years uncurrent, please complete the attached form and submit to the CSPA office.

Complete the left side for ratings maintained as current.

Complete the right side for ratings revalidated after 1 to 5 years uncurrent.

For ratings that are being revalidated after 5 years uncurrent, please see instructions contained within the relevant rating portfolio on the CSPA website.

Any questions can be directed to the Ratings Processor at ratings@cspa.ca.

Instructions for the Signing SSE

Please initial each rating where the coach or instructor has met the minimum requirements for currency.

Where a coach or instructor is revalidating a rating under the “up to 5 years” requirements, please ensure that the appropriate requirements are recorded and signed off in the coach or instructor’s logbook.

Where the coach or instructor is revalidating a rating after 5 years uncurrent, refer to the instructions contained within the relevant rating portfolio on the CSPA website.

Any questions can be directed to the Ratings Processor at ratings@cspa.ca.

Signing for Ratings that the person does NOT have will cause this form to be rejected by the National Office.

2021 Exceptions due to COVID-19:

Due to the current situation limiting jumping activity, the requirements for renewing a rating in 2021 have been reduced to 60% of the normal requirements.

These numbers are marked in red. This form is only valid for ratings renewed in 2021.

Please mail, email or fax the completed form to the
CSPA National Office

204 - 1468 Laurier Street
Rockland, ON K4K 1C7
Tel. (613) 419-0908 Fax. (613) 916-6008
Email: office@cspa.ca

CSPA Coach and Instructor Rating Maintenance and Revalidation Form
2021 Version - English



Name :

CSPA # :

Total Jumps

Jumps in last 12 months

Exhibition jumps in last 12 months

To be completed by a SSE

Instructions	Please initial each rating where the above coach or instructor has met the minimum requirements for maintaining currency.	Please initial each rating where the above coach or instructor has met the requirements for renewing currency.
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The requirements for maintaining a rating that renews in 2021 have been reduced to 60% of the normal requirements due to limited opportunities this season. These numbers are marked in red. This form is only valid for ratings renewed in 2021.

Rating	Annual Requirement	SSE Initials	Revalidation up to 5 years	SSE Initials
Coach 1 (C1)	Perform 10 (6) C1 coaching contacts, in air or on ground (+ 25 jumps).		Complete an evaluation jump with a certified Coach 2. The evaluation jump is to be the same as the evaluation jump in the C1 portfolio.	
Coach 2 (C2)	Perform 10 (6) C2 freefall contacts with a Solo, A or B CoP holder. A minimum of 5 (3) jumps must be 1:1 with a Solo or A CoP holder towards FS endorsements (+25 jumps).		Complete an evaluation jump with a certified Coach 2. The evaluation jump is to be the same as the evaluation jump in the C2 portfolio.	
Coach 3 (C3) - Wingsuit	Teach 2 courses in 2 years (10 candidates total) or proof of intensive training or 10 1:1 candidates trained. (+50 WS flights)		In development.	
Coach 3 (C3) – Canopy Piloting	Teach 2 courses in 2 years (10 candidates total) or proof of intensive training or ten 1:1 candidates trained. (+100 high performance landings)		In development.	
Jump Master (JM)	Dispatch 10 (6) student, 5 (3) of which must be IAD or S/L (+25 jumps).		Dispatch 2 IAD or SL students under the direct supervision of certified JM.	
JM Restricted (JMR)	Dispatch 10 (6) freefall students (+25 jumps).		Dispatch 2 freefall students under direct supervision of a certified JM of PFFI.	
Ground Control Instructor (GCI)	Conduct ground control for 10 (6) students.		Conduct 2 ground controls under the direct supervision of a certified GCI.	
Skydiving School Instructor (SSI)	Teach 1 (1) complete first jump course, including at least one EP module.		Teach 1 complete first jump course under the direct supervision of a certified SSI.	
Skydiving School Examiner (SSE)	Administer 1 (1) CoP, portfolio or revalidation form.		Administer 1 CoP, ratings portfolio or revalidation form under the direct supervision of a certified SSE.	
Progressive Freefall Instructor (PFFI)	Perform 10 (6) PFF jumps (+ 50 jumps).		Complete 10 PFF jumps under the supervision of a certified PFFI. The first 5 must be 2:1.	
Exhibition Jump Rating (EJR)	50 jumps within the previous 12 months—10 of which must have been within a designated 5m circle, using a main parachute which meets the wing loading and performance characteristics of the parachute intended for use on any exhibition jumps. Verified by an EJR Examiner (refer to PIM 1).			

SSE's declaration: I have examined the pertinent documents and find them to be current and valid as required by CSPA. I recommend revalidation of the applicant's above coach or instructor rating(s).

SSE Name :

CSPA # :

Expiry Date :

SSE Signature :

Date: