

GUE Instructor Examination (IE) Requirements & Procedures

Programs: Fundamentals • Performance Diver • Open Water

Definitions (Used Throughout This Document)

IT — Instructor Trainer (referred to as Trainer)

*A Trainer is responsible for the **training, mentoring, and development** of instructor candidates. Their work focuses on learning, refinement, and preparation, and includes:*

- *Delivering Instructor Training Courses (ITCs)*
- *Providing structured coaching, demonstrations, and corrections*
- *Guiding candidates through internships and skill development*
- *Supporting the process leading to the **First Endorsement***
- *Supervising examination courses where allowed by program structure*

Some Trainers also hold Evaluator ratings.

When a Trainer also holds Evaluator credentials, their function depends entirely on the capacity in which they are assigned for a specific event:

- ***If assigned as a Trainer***, their responsibility is to teach, coach, refine skills, and support growth.
- ***If assigned as an Evaluator***, their responsibility is to assess, not train — even if they are normally capable of doing both.

The distinction is determined by the role, not the person.

IE — Instructor Evaluator (referred to as Evaluator)

The Evaluator conducts the **Second Endorsement**, also referred to as the **Instructor Examination**, and is responsible for **assessment**, not primary instruction. Their task is to determine whether a candidate can independently apply mastery learning principles and performance-based teaching to real students.

Evaluators:

- Observe the candidate's independent teaching
- Assess accuracy of diagnosis, clarity of communication, and effectiveness of feedback
- Evaluate real student improvement attributable to the candidate
- Ensure readiness for real-world GUE instruction
- Maintain fairness, consistency, and adherence to standards

However, Evaluators are not required to be fully silent or passive.

During an Instructor Examination, they may offer **limited, targeted corrections**, such as:

- Brief clarifications necessary for safety, control, or accurate standards application
- Short guidance moments that preserve course continuity
- Interventions to prevent unsafe or improper practices

These interventions must remain:

- **Minimal**
- **Non-leading**
- **Insufficient to "carry" the candidate or substitute for their teaching**

The Evaluator must not assume the primary teaching role or compensate for weak performance by the candidate.

Distinction Between Training and Examination

This distinction ensures fairness and clarity:

- **Training (Trainer role):**
Developmental, coaching-oriented, supportive, focused on building competence.
- **Examination (Evaluator role):**
Confirmatory, performance-based, focused on observing independence, with only limited corrective interventions.

Even if the same individual holds both ratings, their **assigned role** determines their allowed level of involvement.

1. Core Concepts Applicable to All Programs

1.1 First Endorsement

(Readiness to Teach Real Students)

The **First Endorsement** confirms that an instructor candidate is ready to independently teach real students. It marks the transition from guided development to autonomous teaching capacity within a **mastery learning** and **performance-based** framework.

A candidate who earns the First Endorsement has demonstrated:

- *The ability to safely and effectively lead a course with students who have no prior GUE training*
- *Skill in diagnosing student issues, providing actionable corrections, and supporting student progression*
- *Completion of all required components on the Signature Form, endorsed by the Trainer*

Program-specific requirements:

- **Fundamentals:**
*First Endorsement must be completed **before** scheduling the Instructor Examination.
→ Intern Form completed before the examination course.*

- **OW-I and PD-I without prior teaching experience:**
*First Endorsement must be completed **before** scheduling the Instructor Examination.*
→ Intern Form completed before the examination course.
- **OW-I and PD-I with confirmed external teaching experience:**
*First Endorsement **may** be earned during a combined training + Instructor Examination course.*
→ Intern Form completed during the examination course, with mentoring from a Trainer and video review by an Evaluator.

If performance during the examination course does not meet expectations, the First Endorsement is not complete. Additional mentoring and further attempts are required.

*A completed First Endorsement is mandatory for the **Second Endorsement (Instructor Examination)**.*

1.2 Second Endorsement

(Final Confirmation of Teaching Readiness — Instructor Examination)

*The **Second Endorsement is the Instructor Examination**, conducted during a real, uninterrupted course to confirm the candidate can operate independently at GUE's instructional standard.*

Formats available:

- **Fundamentals:**
*Must be completed **in person** with an Evaluator.*
- **Open Water & Performance Diver:**
Can be completed:
 - ***In person with an Evaluator, or***
 - ***By video submission, with the course supervised by a Trainer and later evaluated remotely.***

General Conditions for All Instructor Examinations

- *Must be completed **within one year** of the First Endorsement.*

- *Candidate must teach **one complete, uninterrupted course.***
- *Candidate is responsible for **all course components:***
 - *Pre-course communication*
 - *Logistics and preparation*
 - *Teaching, diagnosing, and correcting*
 - *Student evaluation and paperwork*

If the Trainer or Evaluator must take over significant teaching responsibilities, the examination requirement is not satisfied.

Teaching Expectations During Any Instructor Examination

*GUE uses **performance-based criteria.** The candidate must show:*

Active Teaching Competence

The ability to:

- *Identify student errors in real time*
- *Use clear underwater communication and controlled demonstrations*
- *Issue specific, actionable corrections*

Effective Debriefings

Debriefings must identify:

1. *What needs improvement*
2. *Why it matters*
3. *How to improve in concrete, prioritized steps*

Debriefings must be accurate, specific, and actionable.

Observable Student Improvement

Students must:

- *Show visible progress in subsequent dives*
- *Demonstrate improvements linked to the candidate's instruction*

If the Trainer or Evaluator must intervene repeatedly due to incorrect diagnosis, ineffective teaching, or missed safety concerns, the candidate does not pass the Instructor Examination.

2. Fundamentals Instructor Examination

- *Must be completed **in person** with an Evaluator.*
- *Video-based examinations are **not permitted**.*

Requirements

The candidate must:

- *Teach **one complete Technical Fundamentals course***
- *Teach **at least two real students** with no prior GUE experience*
- *Use **no mock or role-play students***

Courses may be converted to Basic Fundamentals if student performance requires it. All usual outcomes apply.

3. Performance Diver Instructor Examination

*The pathway to the First Endorsement varies, but the **Second Endorsement (Instructor Examination)** uses the same principles for all candidates.*

3.1 Pathway Before the Instructor Examination

3.1.1 Candidates With Prior Teaching Experience

Must:

- *Attend the short PD workshop-style-ITC*
- *Complete GUE Mastery Learning™ instructor preparation*
- *Complete theory and in-water sessions with a Trainer (coaching, mentoring)*

If also pursuing Open Water Instructor:

*An upgrade session with an Evaluator is required. After the Second Endorsement, the candidate becomes a **GUE OW/PD Instructor**.*

3.1.2 Candidates Without Prior Teaching Experience

Must:

- *Complete GUE Mastery Learning™ instructor training*
- *Attend the full PD ITC with theory + in-water teaching practice*
- *Obtain the First Endorsement through mentoring and internships with **real novice students***

Novice divers present realistic instructional challenges essential for assessment readiness.

3.2 Performance Diver Instructor Examination Requirements

The candidate must:

1. **Co-teach a full Performance Diver course** with a Trainer or Evaluator
 - *Minimum two students with no GUE rating*
 - *Candidate performs all teaching; the Trainer/Evaluator records required videos*
2. *Trainer submits the First Endorsement based on ITC + mentoring + course performance*
3. **Second Endorsement (Instructor Examination)** is completed by video evaluation:
 - *Trainer uploads all required videos*

- *Trainer submits IE information form*
 - *A separate Evaluator reviews and issues the endorsement*
 - *Candidate compensates the Evaluator for review time*
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4. Open Water Instructor Examination

Candidates may choose **Option A** or **Option B** to complete the Instructor Examination.

General requirements:

- *Real students only*
 - *No co-teaching*
 - *Must demonstrate ability to teach beginners safely and effectively*
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Option A — Two Separate Programs

1. **Teach a Discover Diving Program**
 - *Students must have no prior scuba certification*
 2. **Teach a Performance Diver course**
 - *Minimum two students with no prior GUE training*
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Option B — One Full Course

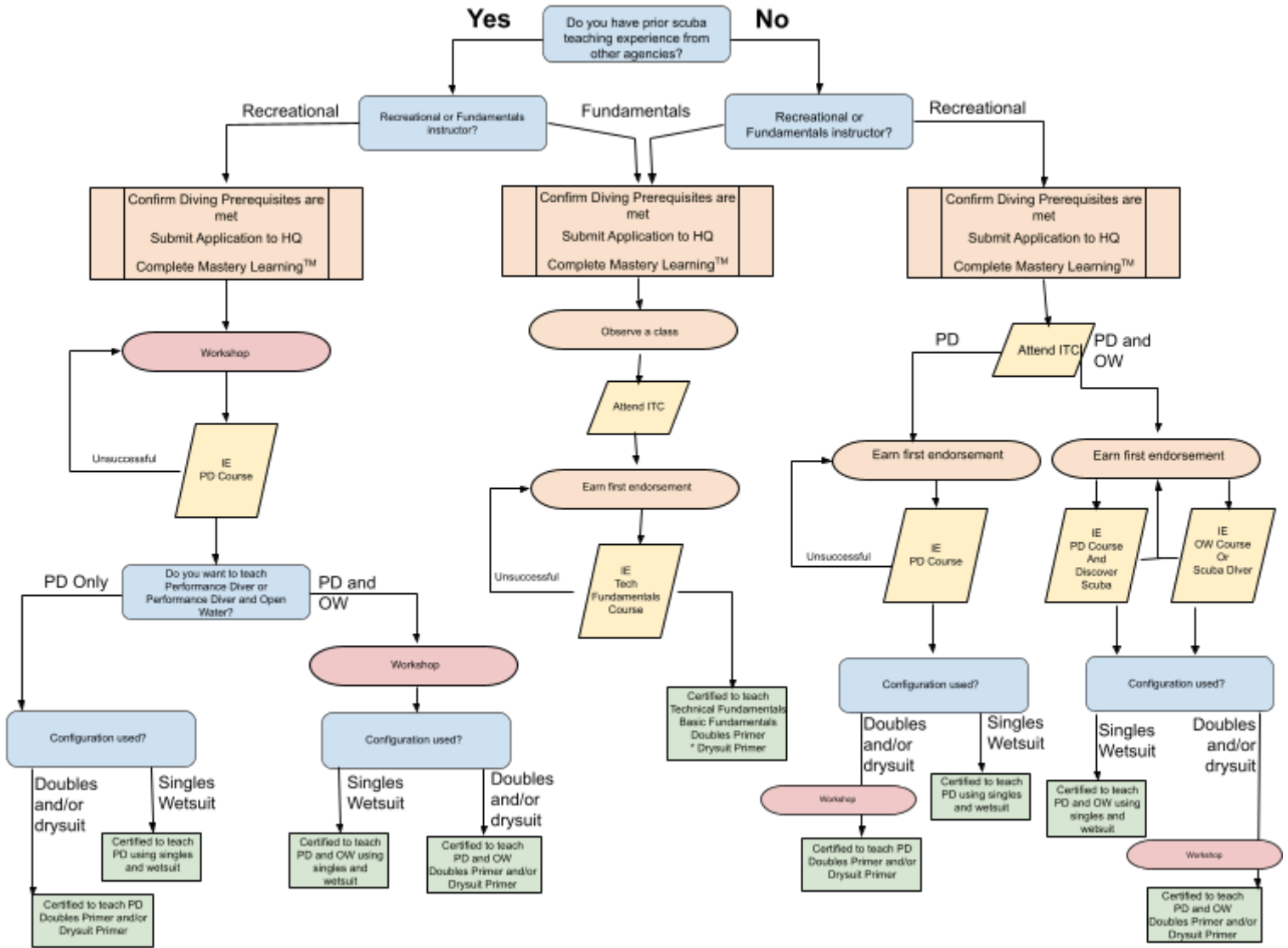
Teach one complete GUE Scuba Diver or Open Water Diver course:

- *Minimum two students*
 - *No prior GUE training*
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Video Option for the Instructor Examination

- *Trainer records and uploads all required videos*
 - *Trainer completes the IE information form*
 - *Evaluator reviews the materials and issues the Second Endorsement*
 - *Candidate compensates Evaluator for review and feedback*
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GUE INSTRUCTOR DEVELOPMENT OPTIONS



PROGRESSION PATH FOR PD, OW ONTO NEXT RECREATIONAL INSTRUCTOR RATINGS

