

## Cadet Observer Standards for Deck Students

This document is intended to establish for students, faculty, and corporate sponsors the expectations and requirements for second class cadets sailing as *Cadet Observer* MT521 in lieu of the Maritime College Course MT520, Summer Sea Term II. Cadet Observer status may be granted during any academic term and is not limited to the summer period. This document does not supersede or alter any of the approvals rendered by the Maritime College Faculty, the State University of New York, the New York State Education Department, or the U.S. Coast Guard. It does set forth a guideline for consistent and fair acceptance of completed Sea Projects.

### Cadet Observer: Definitions and Intent

*Cadet Observer* is a six credit academic course that subjects the student to an intense practical, professional learning experience aboard a working merchant vessel. The intent is that the student will encounter and address situations aboard the ship where his or her technical knowledge is relevant and applicable, but at the same time will encounter situations where the knowledge that will be gained in the coming academic semesters will be placed in a recognizable, applied context. Cadet Observer status should comprise a work experience of no less than seventy five sea days, and is only available to cadets in good academic and regimental standing who are on track in their academic programs.

*Minimum Cadet Observer Standards.* Participation in the cadet observer program is available to cadets in:

- a. Good academic standing
- b. Good regimental standing
- c. Who are on track in their academic programs
- d. Have not failed any MT classes
- e. Have a minimum GPA of 2.3/4.0

An **External Sponsor** is a company, a government agency, or another organization external to the Maritime College Marine Transportation Department, that has opportunities available for cadets aboard their vessels, and which is willing to accept Maritime College students in that role. External sponsors may choose to compensate students for their work as cadets, and to provide travel expenses, but in no event does the Maritime College provide or guarantee such payments. It is expected that the student will be provided with food and berthing at no expense. The external sponsor may require cadets to attend additional and specialized training prior to vessel assignment.

The **Faculty Supervisor** is a regular or emeritus faculty member in the Maritime College Marine Transportation Department designated by the department chair to oversee the student's cadet observer experience from an academic perspective.

The **Sea Project** is a written report that will comprise the principal deliverable to the Maritime College Marine Transportation Department upon completion of the student's experience as Cadet Observer. It will contain a written summary of the voyage(s) completed, a description of the ship(s) and the trades in which they engage, a daily navigation log attested to by the Master or designated officer, detailed drawings of the appropriate ships' systems, copies of signed discharges, and other relevant materials for evaluation by the faculty supervisor. This project report, together with the Masters and other Officers evaluations of the student's performance, comprise the basis for granting academic credit and for assigning a grade.

## **Responsibilities**

Three parties must participate to complete a successful internship: (1) the student, (2) the faculty supervisor, and (2) the external sponsor.

### **The responsibilities of the student are:**

1. To apply for the Cadet Observer Program in a timely manner.
2. Once the Permission to participate in the Cadet Observer Program has been granted, to consult with the Career Center to discuss possible opportunities. While the Maritime College makes no guarantee of that every student seeking a placement will be given one, the College will make every reasonable effort.
3. To do all things necessary to obtain a *Merchant Mariner's Document* from the U.S. Coast Guard in a timely manner.
4. To make all necessary tuition and fee payments to the College, in accordance with the requirements prevailing at the time of registration for the course substituting for MT 520.
5. To meet the assigned vessel punctually, show the proper deference to the officers of the vessel, obey all orders, and report promptly and work diligently as assigned by the ship's officers.
6. To rigorously familiarize oneself with the ship, it's mission, and all ship systems as one would expect a professional mariner to do.
7. To behave in an appropriate and professional manner, and to observe the external sponsor's policies for employee behavior with respect to all of the external sponsor's employees, clients, and vendors,
8. To document all onboard activities, and to diligently prepare the Sea Project to fully and accurately represent the Cadet Observer experience.
9. To turn in a completed sea project to his or her faculty mentor no later than 30 days after leaving the ship.
10. If a cadet is participating in MT 521 during the Spring Semester, anticipating taking MT 530 in the summer semester her/she must complete the sea project and submit for departmental review seven days prior to the departure of the Empire State.

### **The responsibilities of the faculty supervisor are:**

1. To fully discuss the goals of the Cadet Observer experience with the student, and to see that these goals are fully understood.
2. To receive and review the Sea Project and the Masters Evaluation Report, and to submit a grade for the student's work.
3. To be available to the student during his/her assignment to answer questions, provide guidance or be a primary point of contact in case problems or issues arise during the cadet's deployment.
4. In the event of a failing grade the faculty supervisor will submit the student's sea project to a minimum of two additional faculty members designated by the chair and seek concurrence.

**The responsibilities of the External Sponsor are:**

1. To fully explain company policies to the cadet, and to provide the cadet with detailed instructions concerning travel, boarding the vessel, and work aboard the vessel.
2. To provide full the details of the financial arrangements to the cadet.
3. Through the ship's officers, especially the Chief Officer, to arrange that the cadet will be assigned to meaningful work, within his or her capabilities, and that the cadet will be given reasonable opportunities to observe and participate in activities in observing and assisting of the navigation of the vessel as a learning experience.
4. Through the ship's officers, especially the Master and Chief Officer, to arrange that the cadet will be fully and fairly evaluated concerning (1) his or her knowledge of the ship and it's systems, (2) his or her skill and knowledge in doing shipboard work, (3) his or her knowledge and capabilities for the normal and emergency operation of ship systems, and (4) his or her conduct, level of professionalism, and diligence. (5) his or her skill and knowledge in doing navigation in all forms, especially celestial navigation.

