

THOMPSON RIVERS UNIVERSTY
Canadian Mountain and Ski Guide Program

Assistant Ski Guide Exam Application Package

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Submit completed registration and documentation to:

Canadian Mountain & Ski Guide Program
Thompson Rivers University
PO Box 3010
Kamloops, BC
V2C 5N3

Ph 250-372-0118
Fax 250-371-5845
Email: acmg@tru.ca

1. Assistant Ski Guide Exam

Ski Guides specialize in ski touring, ski mountaineering, and mechanized ski guiding.

The Assistant Ski Guide exam evaluates ski guiding applications and skills in a ski touring and ski mountaineering environment. The exam typically takes place in a remote base camp or combination of front and backcountry over a 9-day period. This scenario provides the opportunity for candidates to lead (guide) and demonstrate their decision-making and judgment skills. The guiding skills and applications to be tested are common to mechanized and ski touring operations and independent ski mountaineering

Guide Training Skiing is a prerequisite to the Assistant Ski Guide Exam. You may wait one year after completing Guide Training Skiing before you are required to take the Assistant Ski Guide Exam.

If you have already completed Guide Training Skiing and are applying to the Assistant Ski Guide Exam, proceed with this application package. If you have not completed Guide Training Skiing, return to the web site and click on 'Guide Training Skiing' or contact the CMSG Program office for the application package

2. Notice To Participants Of Professional Guide Training Courses - Increased Risk

TRU and the ACMG provide training intended to develop professional skiing, climbing, hiking, rescue, and wilderness travel guides. To train professional guides it is necessary for students to participate in activities that have higher levels of risk than what may be considered reasonable by entry-level, intermediate, novice, commercial guiding, or recreational standards. This may include, but is not limited to activities such as: lead climbing where the climber places his or her own protective equipment, climbing without helmets, travel and decision making in avalanche terrain, climbing and rescue in a multi-pitch environment, students driving program vehicles, hiking in unusually rough and remote terrain, stress from examination and grading processes, students making route and hazard assessment decisions on behalf of other students, unsupervised activities; and continuing with an activity when it may not be considered reasonable by entry-level, intermediate, novice, commercial guiding, or recreational standards (for example, when fatigued, in inclement weather, or in high hazard conditions).

Waiver and Release of Liability

AT THE START OF EACH COURSE or EXAM YOU ARE REQUIRED TO SIGN A LEGAL RELEASE DOCUMENT (Waiver). YOU CAN VIEW A COPY ON-LINE. WE RECOMMEND YOU SEEK LEGAL ADVICE IF YOU HAVE QUESTIONS.

3. Application Information – Assistant Ski Guide Exam

Note: You may indicate preferred exam dates however there are no guarantees and the CMSG Program reserves the right of placement. Be flexible.

Prerequisites required before you can apply

- You must be 19 years of age or older
- Current Advanced (80 hr) First Aid and CPR certificate (Wilderness First Aid is preferred, however OFA 3 will be accepted).
- CAA Industry Training Program Level One for Avalanche Operations certificate
- Completed Guide Training Skiing (Alpine, Mechanized and Touring) with a recommendation to continue to the exam.

To apply you must submit

- ❑ Registration form (attached)
- ❑ Copy of your current Advanced First Aid and CPR certificate if your previous cert has expired. (if you will be taking your first aid course after the application deadline, attach a confirmation of registration for the first aid program you are taking – this must be complete, and confirmation received by our office (copy of certificate or letter from the first aid provider) in advance of the program date.
- ❑ Personal Skills resume: An update to your personal skills resume if you completed the training course the previous year.

Concerning Applications

Allow yourself adequate time to create a well structured, organized, and complete application that arrives on time. Your application plays a significant role in whether you will be accepted into the program or not. Poorly organized applications or unformatted resumes jeopardize your acceptance as your background, skills and qualifications may not be clear and/or may compare unfavourably to other applications. Please retain a copy of your application for your records or incase of loss.

Application Deadline

Applications must be complete and received by the CMSG Program office by the application closing date. Late or incomplete applications may not be accepted.

Application deadlines, course dates and fees can be viewed online at www.acmg.ca or contact the Program Office at (250) 372-0118. Dates and fees are updated regularly and may change without notice. **Applications can be emailed, faxed or mailed to:**

**Canadian Mountain and Ski Guide Program
Thompson Rivers University
P.O. Box 3010
Kamloops, B.C. V2C 5N3
fax: (250)371-5845
email: acmg@tru.ca**

Notification of Acceptance

Applicants will be notified of acceptance into the course, once accepted the course deposit is due and must be paid in full to confirm placement. See payment details below. **If accepted and it becomes clear to the instructors that you are not at the standard indicted on your application, instructors have the right to remove you from further participation.**

4. Backcountry Skiing Resume Format

Ski Touring and Ski Mountaineering

Trip	Area/Range	Date	Comments	
<i>Name/description of route, terrain</i>			<i>month/year</i>	<i>weather, leadership role</i>
1.				
2.				
etc.				

Multi-day Trips

Trip	Area/Range	Date	Comments	
<i>Name/description of route, terrain</i>			<i>month/year</i>	<i>weather, leadership role</i>
1.				
2.				
etc.				

5. Payment and Cancellation Policy

Course Deposit

The course deposit (\$500) is due once you are formally accepted into your course and must be paid in full to confirm placement.

The remaining course fee is due 6 weeks before the course start date. Course fee information is posted online (www.acmg.ca) in the “Dates and Fees” section. Fees include: facilities, administration, instruction, and assessment while on the course. Candidates are responsible for all their own equipment, meals, transportation, and accommodation unless otherwise indicated; additional details are provided prior to each course.

If final payment is not received 6 weeks before the course starts you will be withdrawn from the course.

Payment Methods

You need your student number to facilitate the following payment methods.

1. Cheque or money order payable to Thompson Rivers University. Can be included with your application package.
2. On the web – log on to TRU Online at www.tru.ca > Quicklinks > TRU Online > Students. Your username is a small “c” in front of your student number. Your passcode is your birthdate YYMMDD. Use Visa or MasterCard via the “make payment” function.
3. By phone – telephone the TRU Finance Department at 250-371-5646 during regular business hours. You must have your student number when you call. You can use Visa, MasterCard or American Express.
4. Through your bank – using your bank’s electronic payment services. Set TRU up as a payee.

Cancellation and Refunds

The following policies will be strictly enforced.

If notice of cancellation is received by TRU **6 weeks or greater** prior to the course start date, all monies paid will be refunded.

There will be no refunds of any kind if notice of cancellation is received less than two weeks before the course starts.

Notice of cancellation must be made in writing (email is fine) to the Canadian Mountain and Ski Guide Program.

If the CMSG Program cancels the course, all fees will be refunded in full.

6. Registration Form – Assistant Ski Guide Exam

Name: _____ Date of Birth: _____
Year/month/day

Address: _____

_____ City: _____

Province: _____ Postal Code: _____

Home Phone: _____ Work Phone: _____

Cell: _____ Fax: _____

Email: _____

Emergency Contact: _____

Relationship (i.e. father, mother, wife etc.): _____

Address: _____

_____ City: _____

Province: _____ Postal Code: _____

Home Phone: _____ Work Phone: _____

Cell: _____ Email: _____

Please indicate Course Dates and Locations

First Course: _____

Second Course: _____

Please refer to Payment and Cancellation Policy for payment information.

Medical Information

Please respond YES or NO to the following questions. Please specify or provide details as needed.

Do you have any drug allergies?

Do you require any medications?

Do you have any medical conditions that the instructors need to be aware of?

Do you have any food allergies/restrictions?

Application checklist. If documentation is missing, your application may be rejected unless a reasonable explanation is attached.

Personal Resume

First aid certificate

Backcountry Ski Skills Resume

CAA 1 Avalanche Certification

Registration form

I acknowledge having read the application package including the Cancellation Policy and Waiver and I agree to the terms and conditions described, and certify all information in my application is true and correct.

Signature of Applicant: _____ Date: _____