OneOcean

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Documentation Checklist -
Cyber Security Awareness Training Course

To be eligible to apply for a Certificate of Completion, this course must be completed under supervision, either onboard or onshore within the offices of a registered shipping company or recognised maritime institution. The following documents must be submitted to support your application:

☐ Certificate Application Form completed by the candidate and authenticating person
☐ Copy of verification of training *#4064 and #0812 OR #4063.01 – 4063.03*. For this course, you must achieve:

- 95 % (or more) completion within the last 12 months
- 75 % score (or above) in the assessment

Please submit your documents to OneOcean by email to: **courses.otg@oneocean.com**

All documents (e.g. test print outs, written assignments, passport etc.) should be scanned or photographed using a suitable device:

Flatbed Scanner

- Ensure the scan resolution is sufficient to capture all details clearly in colour.

Digital Camera

- Ensure the photographer captures all details clearly, without shadow or glare
- Documents should be placed on a plain background
- All photographs should be in colour

Mobile Device (e.g. Smartphone or Tablet computer)

- Ensure the photographer captures all details clearly without shadow or glare
- Documents should be placed on a plain background
- All photographs should be in colour
- You may wish to download an Apple or Android App (for example CamScanner or PhotoScan) to assist you in capturing images of documents.

Electronic documents should be sent to Ocean Technologies Group in one of the following formats:



As part of our ongoing commitment to continuous improvement, we kindly invite you to share your feedback on the course. Please complete our feedback form by clicking the link below: **Course Feedback Form**

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