

INTERESTED IN RUNNING NAS TRAINING COURSES

- WANT TO KNOW MORE?

Frequently Asked Questions

What do you need before running NAS courses?

Before being able to run NAS courses you will need a *License Agreement* that specifies the terms and conditions under which you will operate.

How do you apply for the License Agreement?

You will need to make a case for the License Agreement being granted, which can be done by writing to NAS covering the following points:

- Name and background of the proposed organisation that would hold the licence including evidence that the organisation has legal status, e.g. copy of a not-for profit registration, or similarly a company registration
- Name, background and CV of the nominated contact person, usually the Senior Tutor
- Name, background and CV of any of proposed additional tutors (instructors)
- The reason the license is being requested, e.g. to provide archaeological training for your organisation's volunteers, raise public awareness to the threats to cultural heritage, etc.
- The License Holder's plans for running courses i.e. how many, where, when, what kinds, target audience
- The proposed geographical boundary for the license
- State the case for why the License Holder should have the licence granted
- Include any other information that you feel is appropriate

Once you have a License can you run courses anywhere?

The *Agreement* includes a *geographical area*, which specifies where you will run the courses, but there is also provision for courses outside the area, subject to prior permission from NAS.

How long will the Agreement last?

Normally five years.

What costs are involved?

An NAS License Agreement currently costs £1,500 and includes a copy of the NAS Teaching Pack, (see full description below).

On expiry of the term there is a renewal fee of £750.

In exceptional circumstances NAS will consider spreading the costs over the period of the Agreement.

The NAS *Training Record Cards* used by course participants to record their experience, which are provided on conclusion of the *Introduction Course*, currently cost £8 plus postage and can only be obtained from the NAS office.

What is the NAS Teaching Pack?

The **NAS Teaching Pack** provides the background material to enable tutors to organise and run the NAS Training Programme. It comes as a CD/DVD that automatically opens to a front page from where the reader can navigate easily to every aspect of the Pack, including:

- tutor notes for the Introduction and Part I courses
- images, video and photographs
- MS PowerPoint template lectures for Introduction and Part 1 courses.
- course handouts for participants
- tutor course notes
- help notes for NAS Part's II, III & IV
- course organiser notes,
- course paperwork including Health and Safety paperwork

Can the teaching materials be adapted for domestic use?

Yes. It is understood that training partners will adapt the teaching materials to reflect local archaeological case studies, legislation and management practice, as well as to translate relevant parts, in countries where English is not the first language.

What else is required?

A fundamental aspect of the *Agreement* is to identify a suitable person to become the *Senior Tutor*. The *Senior Tutor* will normally be an experienced, qualified archaeologist, (normally someone with an academic archaeological qualification) and will be the person responsible for co-ordinating NAS courses, supervising the adherence to the syllabus and maintenance of the course standards; development of tutors and all other training related issues, as well as being the main point contact with the NAS office in Portsmouth.

As well as the *Senior Tutor*, other tutors (instructors) may be required to help run the courses, which would mean that suitable candidates will be required to successfully complete NAS' *Tutor Development Course*. NAS runs these courses in the UK and overseas and can organise a course locally for the new training partner.

Any associated costs of the *Tutor Development Course* will depend on the location and are not included in the licence fee.

All Tutors involved in teaching the Introduction and Part I courses will be required to maintain their NAS membership.

Is the programmed recognised by universities?

Yes, overseas NAS is used by colleges for accreditation, e.g. credits from NAS Part I and Part III courses run by Northwestern Michigan College contribute to the college's Social Science degree.

Although the courses are not formally recognised in the UK by a curriculum authority, a number of professionals started their archaeological training and gained experience through NAS before beginning an academic course, using their NAS experience in support of their application. Universities teaching maritime archaeology all recognise NAS training courses as an indication of interest and dedication to the subject.

Who are NAS International training partners?

The current partners include:

- heritage agencies such as NOAA - USA
- colleges such as Northwestern Michigan College - USA
- archaeological membership organisations or bodies such as the DEGUWA – Germany
- universities – such as East Carolina University & University of Alexandria, Egypt

For a full list of current NAS Training Partners visit the NAS International Website page.

How is the Training Programme used by the training partners?

The programme is used mainly as part of an outreach or education programme aimed at raising awareness to the threats to cultural heritage, and providing basic and intermediate skills training of field-workers for archaeological projects.

Is the course suitable only for recreational divers?

No. Although it was originally created specifically for recreational divers to enable them to assist archaeologists, the programme is now more broadly based and can be used for the training of non-divers, as well as for other groups, such as terrestrial archaeologists, archaeological students, coastal protection agencies, police, heritage agency staff, etc. Other science based groups have also utilised the programme to train their volunteers in survey skills and to raise awareness to archaeological issues.

Who do we contact about applying for a License Agreement?

In the first instance all enquiries should be sent to the NAS Education Officer at the NAS office including a letter that introduces the organisation and covers the points outlined above.

As part of NAS response a copy of the Licence / Agreement that will form the basis of the terms and conditions under which you will operate, as well as other supportive documentation will be sent to you.

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