



**OLTOA**  
Outdoor Leader Trainers of America



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Outdoor Leader Trainer's of America-LLC  
15 Victory Lane  
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Dear Kayak Enthusiast,  
Thank you for your interest in enrolling in the ACA Level 3 Coastal Kayak Skills Assessment on May 22, 2022.

This skills assessment is designed for those people who are already ACA Level 2 Essentials of Kayak Touring instructors and or individuals who feel ready to teach in ocean environments that consist of winds from 10-15 knots, seas of 1-2 feet, breaking waves of 1-2 feet, and tidal currents of 1-2 knots.

To participate in this assessment, one should be very comfortable performing all the skills listed on the ACA website:

[https://americancanoe.org/wp-content/uploads/documents/sei-courses/l3\\_ck\\_assessment.pdf](https://americancanoe.org/wp-content/uploads/documents/sei-courses/l3_ck_assessment.pdf)

The American Canoe Association requires that anyone wishing to take a Level 3 Coastal Kayak Instructor Development Workshop or Instructor Certification Exam must first pass a Level 3 Coastal Kayak Skills Assessment. This assessment is being offered to help aspiring Level 3 Coastal Kayak instructors meet the pre-requisite. Currently certified Level 2 instructors who meet the above prerequisites can opt to skip the IDW for Level 3 and go directly to the ICE. (See [www.oltoa.com](http://www.oltoa.com) for dates and information )

Please note that passing the Level 3 Skills Assessment is a proficiency award, not an instructor certification.

Maine is rich in opportunities for varied paddling experiences. Where we choose to paddle will depend entirely on the group and the weather at hand.

We will plan to meet at the course location at 0800 sharp on the day of the assessment. Our exact meeting location will be sent to you prior to the start date. The general working area will be located in/around Casco Bay and the Georgetown, Maine area. All locations are approximately in a 20 mile radius from Brunswick, Maine.

If you are flying in and need kayak/dry suit rental, please let us know and we will work with you to make this happen.

To enhance the quality of the program and the safety of our entire class, we ask that you bring all of the equipment on the enclosed bring list. If you are missing something on the bring list, please call and we will try to help you get what you need.

To register for this course:

- 1) Contact OLTOA and make sure that there is space available in this class.
- 2) Go to [www.oltoa.com](http://www.oltoa.com) and click on “How to register” and follow the instructions on the website.
- 3) Fill out the course registration form and the medical form. Return them to OLTOA with your payment.

The assessment cost is \$150.00. *Payment is needed to hold your spot!*

Cancellation Policy: If you need to cancel...

- Within 45 days of the start date of your class you will be given a full refund
- Within 35 days of the start date of your class you will be given a 50% refund
- After the above times no refunds will be given

- We reserve the right to cancel any offering due to low enrollment
- If we cancel due to low enrollment you will be given a full refund

COVID Clause: For the safety of our customers and staff, OLTOA reserves the right to cancel any guided trip, workshop, or class during the pandemic. If we cancel a class due to the pandemic you will have the option of receiving a full refund or crediting your funds toward a future program. Thank you for your understanding

Please feel free to contact me with any questions you may have.

Yours in adventure,  
Bob Myron  
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207-720-0257  
[www.oltoa.com](http://www.oltoa.com)      revised 01-15-2022

**Please see "To Bring List" on next page**

**"Bring List" for ACA Coastal Kayak Workshop**

**Required:**

- Sea Kayak (with bulkheads or floatation)
- Spray Skirt
- Paddle
- Spare Paddle (may be provided by your school)
- Personal Flotation Device (with whistle attached) (may be provided by your school)
- Helmet and warm skull cap\*
- River knife or EMT Shears (or pocket knife for level 1 & 2)
- Dry Bag (Large enough for warm clothes)
- Repair kit\*
- Paddle float
- Pump
- Tow belt
- Compact waterproof flashlight\*
- Chart of the area / with some means of protecting it from the water
- Tide chart\*
- Handheld compass
- Deck mounted compass\*
- Waterproof watch
- Weather Radio\*
- Dry suit and appropriate layering system- **Dry suit may be rented from OLTOA with advance notice**
- Pogies or neoprene gloves
- Appropriate clothing & Footwear for paddling in 40 degree water with air temperatures of 20 degrees (Temperatures are in Farenheight)
- Toilet Paper & 2-Quart Tupperware Container for human waste \*
- First Aid Kit \*
- Water bottles or hydration system (filled with water)
- Snacks & lunch
- Notepad and pen
- Personal resources for your presentations; books, visual aids etc.
- Anything else you feel you need to guide a successful day trip in October
- Proof of ACA Membership (ACA Number)
- ACA Instructor Manual

**OPTIONAL:**

- Flares/Strobe
- VHF radio
- Binoculars

- Cash for food
  - Casual clothing for classroom sessions
  - Towel
  - Dry gear bags for keeping spare clothing dry
  - Waterproof camera (At your own risk)
- \*Items not required for Level 2 IDW or ICW

Outdoor Leader Trainers of America, LLC

1-15-22 (AA)