

**CANADIAN MOUNTAIN AND SKI GUIDE PROGRAM**

**Application Package**

Package Contents:

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4. Application Information
5. Climbing Skills Resume –Sample Format
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Submit completed application form to:

Canadian Mountain and Ski Guide Program  
Thompson Rivers University  
900 McGill Road  
Kamloops, BC  
V2C 0C8

Phone - 250-271-5838

Fax - 250-371-5845

Email: [cmsg@tru.ca](mailto:cmsg@tru.ca)

## **1. Climbing Gym Instructor Program**

The Climbing Gym Program trains and certifies instructors to teach climbing skills and conduct classes on artificial climbing structures. Level 1 Climbing Gym instructors teach introductory classes and basic top roping. The Level 2 course certifies instructors for teaching and coaching lead climbing and intermediate to advanced movement skills.

Successful participants are well prepared and have a professional attitude. Both courses include a pre-course assignment that must be completed. During the course participants are required to demonstrate: personal climbing ability, knowledge of industry safety standards, and the ability to instruct climbing techniques.

## **2. Waiver and Release of Liability**

**AT THE START OF EACH COURSE YOU ARE REQUIRED TO SIGN A LEGAL RELEASE DOCUMENT (Waiver) A COPY OF THIS CAN BE VIEWED IN THIS APPLICATION PACKAGE. WE RECOMMEND YOU SEEK LEGAL ADVICE IF YOU HAVE QUESTIONS. PLEASE PRINT AND INCLUDE A SIGNED COPY OF THE WAIVER WITH YOUR APPLICATION.**

**YOU WILL ALSO BE REQUIRED TO SIGN A FACILITY WAIVER AT THE COURSE START.**

## **3. Underage Applicants**

If you are under 19 (18 for residence of Alberta) please submit the Under Age Waiver available for download at [www.cmsg.info](http://www.cmsg.info) (go to Courses > Application Packages). Underage applicants must provide a letter from a facility operator or CGI Level 2 or 3 stating they are ready to participate in the program. The minimum age to participate in the CGI Program is 16.

## **4. Application Information**

### **To become a Level 1 Instructor**

- Have 2 years climbing experience (include total number of days climbed)
- Be able to top rope 5.10 and lead 5.9 on artificial structures
- Have climbed in at least two different facilities
- Have observed or shadowed 8 hrs of climbing instruction where belay and movement skills were taught. (Exposure to an instructional climbing class helps participants understand the role of a climbing gym instructor and assists preparation for the course.)

### **To apply you must submit**

- Registration form (attached)
- A signed copy of the Release of Liability (waiver)
- Personal resume which includes:
  - Educational background
  - Related work experience
  - 1 – 2 paragraphs about your background and goals related to instructing
  - Other information you feel is pertinent
- Climbing Skills Resume (see attached for outline)
- Letter of recommendation from climbing facility operator or CGI Level 2 or 3 that confirms your personal climbing and instructional experience as noted above.

- Proof of standard (16 hr.) first aid certification (send photocopy of certificate including expiry date)

### **Concerning Applications**

It is strongly recommended that you allow yourself adequate time to create a well structured, organized, and complete application that arrives on time. Keep in mind that your application is a first impression. As such it 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 in case of loss.

### **Application Deadline**

Applications must be complete and received by the CMSG Program office no later than 4 weeks before the course date. Late or incomplete applications may not be accepted.

Course dates and fees can be viewed online at [www.cmsg.info](http://www.cmsg.info) or contact the Program Office at (250) 371-5838. Dates and fees are updated regularly and may change without notice.

Applications should be sent to the following address:

**Canadian Mountain and Ski Guide Program**  
**Thompson Rivers University**  
**900 McGill Road**  
**Kamloops, B.C. V2C 0C8**  
**Fax: (250) 371-5845**  
**Email: [cmsg@tru.ca](mailto:cmsg@tru.ca)**

### **Notification of Acceptance**

Applicants will be notified of acceptance into the course, once accepted the course fee is due and must be paid in full to confirm placement. Please 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.**

## **5. Sample Format Climbing Skills Resume**

A spreadsheet format is a convenient way to list your climbs. This will present information in a concise manner. You want to demonstrate at least two years of climbing experience in at least two different facilities. You can supplement your climbing resume with outdoor climbs.

Facilities climbed at

Facility <i>Name of facility</i>	Location <i>city/town</i>	Date <i>year (# days per week, month or year)</i>
1.		
2.		
Etc.		

Average and top climbing grade – indoor

	Average Grade	Top Grade
Lead Climbing:		
Top Rope:		

Outdoor climbs (if any) – supplement to indoor resume. Optional

Route <i>Name of route</i>	Difficulty <i>grade</i>	Location <i>area/crag</i>	Date <i>month/year</i>	Style <i>redpoint, flash, lead. Top rope</i>
1.				
2.				
Etc.				

## **6. Payment and Cancellation Policy**

### **Course Fee**

**The course fee is due once you are formally accepted into your course and must be paid in full to confirm your placement.**

Course fee information is posted online ([www.cmsg.info](http://www.cmsg.info)) in the “Dates and Fees” section.

Fees include: manuals, facility fees, administration, instruction, and assessment while on the course. Candidates are responsible for all their own equipment and meals.

**If payment is not received 2 weeks before the course start you will be withdrawn from the course.**

### **Student Number**

Your student number is sent to you once you are accepted into the course. This number is required to use the payment methods listed below.

### **Please use Option 1 if a deposit is required**

1. Cheque or money order payable to Thompson Rivers University, must be mailed to:  
Canadian Mountain and Ski Guide Program  
900 McGill Road  
Thompson Rivers University  
Kamloops, V2C 0C8 – (Attn Brad)
2. 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.
3. Through your bank – using your bank’s electronic payment services. Set TRU as a payee.
4. On the Web (only if you have a myTRU account and know your myTRU number)  
Log on to myTRU at [www.tru.ca](http://www.tru.ca) > Quicklinks > myTRU > Students Resources > Online Payment > Make Payment

### **Cancellation and Refunds**

**The following policies are 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.

# 7. Sample Waiver

## Thompson Rivers University Adventure Programs Department Climbing Gym Instructor Course

**RELEASE OF LIABILITY, WAIVER OF CLAIMS,  
ASSUMPTION OF RISKS, INDEMNITY AGREEMENT, AND  
JURISDICTION AGREEMENT**  
BY SIGNING THIS DOCUMENT YOU WILL WAIVE CERTAIN  
LEGAL RIGHTS, INCLUDING THE RIGHT TO SUE.  
PLEASE READ CAREFULLY!

Initial

Please Print

Name:

Address:

**TO: Thompson Rivers University**  
(hereinafter referred to as "TRU")

**AND TO: THE ASSOCIATION OF CANADIAN MOUNTAIN GUIDES**  
(hereinafter referred to as "ACMG")

### DEFINITIONS:

In this agreement:

- the term "**CLIMBING**" shall apply to "**sport climbing**," "**indoor gym climbing**," "**indoor artificial wall climbing**," "**outdoor artificial wall climbing**," and "**rock climbing**."
- the term "**TRANSPORTATION**" shall refer to all forms of transportation off road and on public roads, private roads, and logging roads, including TRU owned vehicles, leased vehicles, ferries, airplanes, Instructor or student owned vehicles, either provided by or arranged by TRU or the ACMG or in any way related to the course including, but not limited to: loading, unloading and travel in or movement around vehicles.
- the term "**INJURY**" shall refer to all forms of physical, mental, and emotional injury in any way related to climbing and transportation activities including, but not limited to: death, breaks, strains, lacerations, dislocations, amputations, hypothermia, hyperthermia, trauma, anxiety, phobias, and fears.
- the term "**Course**" shall refer to all activities related to taking a Climbing Gym Instructor Course including instruction, climbing, belaying, rescues, and transportation.

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### ASSUMPTION OF RISKS – SPORT CLIMBING, INDOOR GYM CLIMBING, INDOOR OR OUTDOOR ARTIFICIAL WALL CLIMBING, AND ROCK CLIMBING.

I am aware that sport climbing, indoor gym climbing, indoor or outdoor artificial wall climbing, and rock climbing, have inherent dangers and risks some of which include:

- all manner of injury resulting from falling, either roped or unroped, while using the climbing walls and impacting against the floor, holds, ledges, edges, other climbers or any permanent or temporary fixtures;
- rope abrasion, entanglement, and other injuries resulting from activities on or near the climbing wall such as climbing, belaying, rappelling, lowering on rope, rescue systems, and other rope techniques;
- injuries resulting from falling climbers or falling objects (dropped by other persons using the climbing walls or detaching from the wall, roof and/or supporting structure) such as ropes, climbing hardware, modular holds and their parts, anchors, harnesses, helmets and so forth;
- cuts and abrasions resulting from contact with the climbing wall, fixtures and climbing panels;
- failure of the ropes, knots, slings, harnesses, climbing equipment, anchor points or any part of the climbing structure;
- failure of the belayer to protect against a fall.

And, I do hereby further acknowledge and agree:

- that the Course I am participating in requires a very high degree of sport climbing skills, knowledge, experience, and is designed to test my skills;
- that I will be climbing very difficult routes: I will be required to climb 5.10 minimum standard routes and I will lead very difficult climbing routes;
- that I am personally responsible for my preparation prior to the Course including without limitation: (i) my health and fitness, (ii) securement of adequate prerequisite knowledge of all aspects of sport climbing, and (iii) adequacy and condition of my climbing equipment;
- that I consent to receive first aid and medical treatment by the Instructing Staff in the event of an accident, injury or illness during the Course;

**RELEASE OF LIABILITY, WAIVER OF CLAIMS, ASSUMPTION OF RISKS, INDEMNITY AGREEMENT, AND JURISDICTION AGREEMENT (continued)**

I acknowledge and accept that TRU or the ACMG and their staff may fail to predict whether the terrain or facilities used are safe for climbing or whether an accident may occur. The terrain used for climbing may be uncontrolled, unmarked, not inspected and involves many risks, dangers and hazards. These may include, but are not limited to any of the hazards listed above; the failure to climb safely within one's own ability or within designated areas; human error, failure to forecast or recognize a hazardous situation, negligence of other climbers, or rescuers; and **NEGLIGENCE ON THE PART OF OTHER STUDENTS, TRU, ACMG OR THEIR INSTRUCTORS, EMPLOYEES, AND CONTRACTORS INCLUDING THE FAILURE OF TRU OR ACMG OR THEIR INSTRUCTORS, EMPLOYEES, AND CONTRACTORS TO SAFEGUARD OR PROTECT ME FROM THE RISKS, DANGERS AND HAZARDS OF SPORT CLIMBING, INDOOR GYM CLIMBING, INDOOR OR OUTDOOR WALL CLIMBING, ROCK CLIMBING, AND TRANSPORTATION.** Communication in the sites used may be difficult and in the event of an accident, rescue and medical treatment may not be available.

**I AM AWARE OF THE RISKS, DANGERS AND HAZARDS ASSOCIATED WITH SPORT CLIMBING, INDOOR GYM CLIMBING, INDOOR OR OUTDOOR ARTIFICIAL WALL CLIMBING, ROCK CLIMBING, AND TRANSPORTATION AND I FREELY ACCEPT AND FULLY ASSUME ALL SUCH RISKS, DANGERS AND HAZARDS AND THE POSSIBILITY OF PERSONAL INJURY, DEATH, PROPERTY DAMAGE OR LOSS RESULTING THEREFROM.**

Initial

**NOTICE TO CLIMBERS WHO DO NOT USE HELMETS – INCREASED RISK**

I am aware that not wearing a helmet will increase my risk of injury.

Initial

**NOTICE TO PARTICIPANTS OF PROFESSIONAL GUIDE TRAINING COURSES – INCREASED RISK**

TRU and the ACMG provide training intended to develop professional climbing gym instructors. To train professional climbing gym instructors it may be 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, rescues, students driving program vehicles, 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).

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**RELEASE OF LIABILITY, WAIVER OF CLAIMS AND INDEMNITY AGREEMENT**

In consideration of **TRU** and the **ACMG**, allowing me to participate in the Climbing Gym Instructor Course, and for other good and valuable consideration, the receipt and sufficiency of which is acknowledged, I hereby agree as follows:

- 1. TO WAIVE ANY AND ALL CLAIMS** that I have or may have in the future against **TRU** and the **ACMG** and their directors, officers, employees, instructors, guides, agents, independent contractors, representatives, successors and assigns (all of whom are hereinafter referred to as the "RELEASEES") and **TO RELEASE THE RELEASEES** from any and all liability for any loss, damage, expense or injury including death that I may suffer or that my next of kin may suffer as a result of my participation in climbing and transportation activity, **DUE TO ANY CAUSE WHATSOEVER, INCLUDING NEGLIGENCE, BREACH OF CONTRACT, OR BREACH OF ANY STATUTORY OR OTHER DUTY OF CARE, ON THE PART OF THE RELEASEES, AND INCLUDING THE FAILURE ON THE PART OF THE RELEASEES TO SAFEGUARD OR PROTECT ME FROM THE RISKS, DANGERS AND HAZARDS OF SPORT CLIMBING, INDOOR GYM CLIMBING, INDOOR OR OUTDOOR ARTIFICIAL WALL CLIMBING, ROCK CLIMBING, AND TRANSPORTATION REFERRED TO ABOVE.**

Initial

2. TO HOLD HARMLESS AND INDEMNIFY THE RELEASEES from any and all liability for any property damage or personal injury to any third party resulting from my participation in the Climbing Gym Instructor Course;
3. TO HOLD HARMLESS AND INDEMNIFY THE RELEASEES from any and all liability for any costs they may incur for medical costs, search and rescue, evacuation, and litigation resulting from my participation in the Climbing Gym Instructor Course;
4. That this Agreement shall be effective and binding upon my heirs, next of kin, executors, administrators, assigns and representatives, in the event of my death or incapacity;
5. This Agreement and any rights, duties and obligations as between the parties to this Agreement shall be governed by and interpreted solely in accordance with the laws of the Province of British Columbia and no other jurisdiction, and
6. Any litigation involving the parties to this Agreement shall be brought solely within the Province of British Columbia and shall be within the exclusive jurisdiction of the Courts of the Province of British Columbia.

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In entering into this Agreement I am not relying on any oral or written representations or statements made by the Releasees with respect to the safety of sport climbing, indoor gym climbing, indoor or outdoor artificial wall climbing, rock climbing, and transportation other than what is set forth in this Agreement.

**I CONFIRM THAT I AM THE FULL AGE OF EIGHTEEN (18) YEARS AND I HAVE READ AND UNDERSTOOD THIS AGREEMENT PRIOR TO SIGNING IT, AND I AM AWARE THAT BY SIGNING THIS AGREEMENT I AM WAIVING CERTAIN LEGAL RIGHTS WHICH I OR MY HEIRS, NEXT OF KIN, EXECUTORS, ADMINISTRATORS, ASSIGNS AND REPRESENTATIVES MAY HAVE AGAINST THE RELEASEES.**

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature of applicant
Print name clearly

Signature of witness
Print name clearly

THIS AGREEMENT MUST BE COMPLETED IN FULL, INITIALLED WHERE INDICATED, DATED, SIGNED AND WITNESSED PRIOR TO PARTICIPATING WITH TRU AND THE ACMG.

10/07/2003

## 8. Registration Form – Climbing Gym Instructor – Level One

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, cover letter, etc.	<input type="checkbox"/>	First aid certificate	<input type="checkbox"/>
Letters of recommendation	<input type="checkbox"/>	Registration form	<input type="checkbox"/>
Release of Liability (waiver)	<input type="checkbox"/>	Cheque enclosed (optional)	<input type="checkbox"/>

**I acknowledge having read the application package including the attached 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: \_\_\_\_\_