



Adventure Studies Department
Box 3010, Kamloops, British Columbia, Canada, V2C 5N3
www.adventurestudies.ca

CANADIAN MOUNTAIN AND SKI GUIDE PROGRAM

Application Package

Package Contents:

1. Program Description
2. Notice of Increased Risk
3. Application Information
4. Sample Format Climbing Resume
5. Guidelines for Letters of Recommendation
6. Payment and Cancellation Policy
7. Course Registration Form (to be printed)

Submit completed application form to:

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

Ph 250-372-0118
Fax 250-371-5838
Email: cmsg@tru.ca

1. Rock Guide Program

Rock guides specialize in climbing instruction and guiding on technical rock. This includes long, multi-pitch routes; sport climbs; and top rope climbs on terrain where no glaciation and no permanent or seasonal snow or ice exists.

Guide candidates are expected to be able to instruct, coach, and demonstrate climbing techniques to a learning student or client at a 5.10b standard. The candidate's personal "flashed" climbing standard should be at a minimum of 5.10d and their minimum "redpoint" climbing standard is to 5.11a or better, either when placing gear on traditionally protected leads or while climbing bolt protected "sport" climbs. General knowledge, judgment, decision making, error correction, and stress management. Note these skills are assessed to the "full" guide standard which can be describes as the ability to make independent decisions, to take full responsibility for the day, and to error correct and choose options without coaching or review by a supervising guide.

The Assistant Rock Guide Exam is a prerequisite to the Rock Guide Exam. You would proceed to the Rock Guide Exam no less than one year and no more than two years after completing your Assistant Rock Guide Certificate.

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

Prerequisites required before you can apply

- You must be 19 years of age or older

- ❑ Have a current Advanced (80 hr) First Aid and CPR certificate (Wilderness First Aid is preferred; however OFA 3 will be accepted).
- ❑ Assistant Rock Guide certificate. You would proceed to the Rock Guide Exam no less than one year after completing your Assistant Rock Guide Certificate.
- ❑ If it has been more than 3 years since your Assistant Rock Guide exam you may be asked to update your skills before attending the Rock Guide exam

To apply you must submit

- ❑ Registration form (attached)
- ❑ Copy of your current Advanced Wilderness First Aid and CPR certificate. (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 course date.
- ❑ Rock climbing skills resume: See attached format example. This update should include significant additions to your original resume and show you have improved your personal climbing ability to 5.11a in rock shoes.
- ❑ Proof of work experience showing a minimum of 10 days supervised guiding documented as follows:
 - A letter from a supervising guide OR
 - A photocopy of your guides book signed by a supervising guide OR
 - A resume of work experience signed by a supervising guide
- ❑ Letter of Recommendation from an ACMG Rock, Alpine or Mountain Guide. See guidelines and format on attached page.

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 fee 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. Sample Format - Rock Climbing Resume

A personal skills resume can be set up in a spreadsheet format to more conveniently list the types and styles of climbs. This will present relevant information in a concise format for the application review committee.

Work Experience

Route	Difficulty	Location	Supervising Guide	Date
<i>Name of route</i>	<i>grade</i>	<i>area or crag</i>	<i>supervising guide</i>	<i>month/year</i>
1.				
2.				
etc.				

Personal Experience - create a separate category for each style of climb (trad, sport, aid etc.)

Route	Difficulty	Location/Area	Belayer	Date	Style (if applicable)
<i>Name of route</i>	<i>Grade</i>	<i>area or crag</i>	<i>Partner name</i>	<i>month/year</i>	
<i>flash/redpoint</i>					
1.					
2.					
Etc.					

5. Guidelines for Letters of Recommendation

The letter can be submitted with the application or mailed directly to the:

Canadian Mountain and Ski Guide Program
Thompson Rivers University
Box 3010, 900 McGill Road
Kamloops B.C. V2C 5N3

Or we accept recommendations emailed from the writer and sent to: acmg@tru.ca

- A. *Please include the following in your letter:*
 - a. Your name, contact information, position and certification
 - b. The applicant's name
 - c. The length of time you have known the applicant
- B. *Based on your personal and professional experience of the applicant:*
 - a. What is your relationship to the applicant (friend, mentor, supervisor)?
 - b. What is your impression of the applicant's skills (fitness, preparedness, rope work, movement skills, route finding, and risk management)?
 - c. What is your impression of the applicant's professionalism and client care?
 - d. What is your impression of the applicant's leadership and decision-making skills?
 - e. What is your impression of the applicant's potential as a rock guide?
- C. *Additional comments are welcome.*
- D. *Please sign and date your letter.*

6. 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.

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
Box 3010, 900 McGill Road
Thompson Rivers University
Kamloops, V2C 5N3 – (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 > 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. Registration Form – Rock 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.

Climbing Skills Resume (updated)

First aid certificate

Letter of Recommendation

Proof of Work Experience

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: _____