Introduction to Subsea Engineering - FAQs

This distance learning course is designed for those wishing to enter or get back into working in the oil and gas industry.

We are often asked the same questions about the course and payment process, so we have compiled a list of the most frequently asked questions.

Payment & Registration

What is the cost of the course?

The Introduction to Subsea Training Programme costs £300 for Subsea UK members, £540 for non-members and £240 for UK Students (VAT included). Payment using a non-UK card will be charged the above amounts in British Pounds (GBP).

How long does it take to sign up for the course?

We aim to process your booking within 5 working days of receiving payment notification.

Can I pay for the course securely online with a credit card?

Yes - [Register and Pay Online](#)

Can I pay by Purchase Order (PO)?

We can accept a PO when booking 5 or more registration places at the same time. These places can either be used immediately, or as part of a block booking, see below. All POs should be raised to Univation Ltd. Please email ssuk@rgu.ac.uk

Can I pay by Cheque, BACs or another method

At the current time, we can only accept credit card payment for up to 5 registration places through the online payment form.

Can I pay for multiple registration places for my company?

Yes, to help businesses we are able to take block bookings of 5 or more registration places on a call off basis, to be used as and when required. As there are no scheduled start dates for the course, delegates can begin their 8 week access to the course when they or the company decide.

Can I register for just two modules at half the cost?

At present the course is at a fixed cost for all four modules. We are unable to split the course into its individual modules.

Can I have a receipt for my payment?

For credit card payments, please print the confirmation page for your receipt after you have completed the online payment. Alternatively, please use the confirmation email.

Course Details

What does the course comprise of?

The course is a series of interactive presentations with downloadable Adobe Acrobat PDF documents. (Adobe Acrobat Reader can be [downloaded](#) for free)

There are six questions at the end of each topic to test your knowledge and understanding of the course material. There is a formal assessment at the end of each module and you must pass this assessment with a score of 80% or more to gain access to the next module. If you have successfully passed all modules, you will be able to download a certificate of completion.

Who is the course useful for?
The course is primarily aimed at those who are either starting their career, transferring into or returning to the Oil & Gas industry. It provides background information into how oil and gas is formed, progressing on to more detailed technology and operational topics. The course material is regularly updated and is written by industry experts.

How long will my access to the course last?
Access to the course is for 8 weeks from the date of registration or a specified date should you wish to defer the start.

Are there specific start dates for the course?
No, you are able to start the course whenever you wish.

Am I able to split my access time as I work offshore?
Unfortunately no, we are unable to split your time allowance so once your access period has started you will have 8 weeks to access the course material and assessments.

How long should I spend on the course?
You should allow 40-60 hours learning time over the eight week access period.

Am I awarded a certificate on completion?
When you have successfully passed all module assessments with a pass mark of 80% or above, you will be able to download a certificate of completion.

How do the assessments work?
There are six questions at the end of each topic and then a formal assessment per module. The assessments are a series of multiple choice questions. You are awarded a grade on completion.

What happens if I am unwell, or cannot access the course due to unforeseen circumstances?
Please contact ssuk@rgu.ac.uk for guidance as soon as you are aware of a situation that may impact on your course participation or completion. If we are not aware of the situation we are unable to help.

What are the entry requirements for the course?
There are no entry requirements or qualifications needed for the course. You are able to register for the course as an individual or through your company.

Copyright of the material
All material in the Introduction to Subsea Engineering course is copyright of Robert Gordon University. Registration to the course allows delegates to read, print and download the material for personal use only. Registration cannot be transferred. The course material should not be copied, sold or distributed.

Languages
All material is in English language only

CampusMoodle

What is CampusMoodle?
CampusMoodle is Robert Gordon University's virtual learning environment, based on an open source software package called Moodle. More information about Moodle is available at moodle.org. More information about CampusMoodle.

How do I use CampusMoodle?

In the first instance, please refer to the CampusMoodle User Guide for Students when logged in to Campus Moodle. Please contact ssuk@rgu.ac.uk for further assistance.

I have technical questions about CampusMoodle

For all technical questions please email campus@rgu.ac.uk
All questions about your registration should always be sent to ssuk@rgu.ac.uk

What are the minimum PC specifications and requirements to access the course?

The computer needs to be internet enabled with an Internet Browser (Internet Explorer, Firefox or Safari etc.), have Adobe Acrobat Reader installed (free download) and have the ability to open Word and PowerPoint documents. CampusMoodle will operate with Windows XP onward and Apple Mac OSX onward.

We also recommend corporate delegates check with their IT departments for functionality issues before registering on the course.

Computer minimum specifications

Windows - Intel Pentium 4 2.33GHz Processor (Or equivalent), 128MB of RAM, 64MB of VRAM.
Mac OSX - PowerPC G5 1.8GHz or Faster Processor or Intel Core Duo, 1.33GHz or Faster Processor, 256MB of RAM, 64MB of VRAM.

Useful Links & Miscellaneous

What is Subsea UK?

Subsea UK is the industry body and focal point for the entire British subsea industry and aims to increase business opportunities at home and abroad for the sector. It acts for the whole supply chain bringing together operators, contractors, suppliers and people in the industry. Subsea UK was established by the industry and acts on behalf of the industry.
Subsea UK

How can I become a Subsea UK Member?

Further details about Subsea UK membership can be found on the Subsea UK website
Subsea UK

Can you help me find a job in the Oil & Gas Industry?

We recommend that you contact Subsea UK for employment or career advice.

How are my personal details used?

Robert Gordon University complies with the Data Protection Act when processing delegate details. RGU does not hold or handle credit card information. Delegates' registration details will be kept on file for up to 2 years.
Data Protection Policy (PDF 131KB)

I have a question about the course material

Please email ssuk@rgu.ac.uk.

How is my feedback used?

We welcome feedback on completion of delegates' access to the course and all comments are taken to monthly review meetings for consideration. We send all delegates an online feedback form to complete following their access expiration.

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