Consulate Requirements

- **Indicate ranks** you wish to apply for (e.g. MASTER & SSO & GO GMDSS; CHIEF ENGINEER & DSD; FITTER & SSA) at your email.
- Please <u>do not use abbreviations</u> (provide us with full details of ranks and requested courses)
- **Indicate exactly the type of tanker** you wish to apply for (full details) e.g.: ADVANCED OIL TANKER CARGO OPERATIONS. Attach ONLY the tanker COC/COP that you wish to apply for.
- If you wish to **apply for more than one type of tanker**, you will have to send the documents in separate attachments. For example, if you wish to apply for advanced oil & chemical tanker, you will have to send COC/COP in different attachments.
- **Use PDF format**: Attach documents in clear, legible, and high resolution PDF format. Documents must be scanned straight.
- Each file must have only **one type of document**, for example, only DSD, only basic safety training, with the exception of the COC in which you will also have to attach the endorsement (if applicable).
- **Naming the files**: You will have to use the following format when naming the files: Ivanov Vadim passport. Ivanov Vadim coc and endors, Ivanov Vadim dsd
- **For biometrics** (signature and photo) please send TWO SEPARATE attachments. (one for the photo and one for the signature) according to the following specifications.

  a. **Color Photo** in .jpeg format with white background (high resolution min 600x600pixels, min 300dpi)

  b. **Signature** on white background and **<u>black ink ONLY</u>**, .jpeg format (high resolution min 600x600pixels, min 300dpi)