

WIPA Certification Standards – 4 Levels & 7 Specialties

Instructor Certification Information

- TRICKTIONARY III in English is the WIPA's required manual.
- There are 11 levels (areas) of windsurfing performance and teaching certification plus an assistant windsurfing instructor designation. A checklist of maneuvers for each level is provided below and can be completed in 2 days. A candidate must do the maneuvers and teach instructor to instructor clinics on land and water about those maneuvers in each Level of Certification. Candidates can bank successful maneuvers on each level on the way to completed certification for each level.
- Most of the top windsurfing instructors in the USA can administer the examination and certification for most of the levels (Levels 1-4) along with specialties for each examiner. Each examiner can set up a customized program, time and place, and pricing to meet the performance and teaching requirements for each level and individual.
- All courses are equivalent to two full eight (8) hour days or sixteen (16) hour events. Examiner and candidates can arrange customized times to seek the required conditions for the level. All courses can be either an exam or a prep clinic for an exam.
- Candidates need to be able to swim and be comfortable in over the head water. PFD's are optional as per candidate's option and IT's guidance.
- CPR and First Aid are only recommended and are not part of the certification process.
- After Level 4, a WIPA instructor can take any level desired in any sequence.
- Certification means that you can do the maneuvers and can teach related progressions on land and water to others. First, candidates show the

maneuvers for each level of certification. Then the candidates show how to teach those maneuvers both via land simulation and on the water drills.

- All IT to candidate ratios will be between 1:1 as a minimum and 6:1 as a maximum.
- WIPA will use parts of the best windsurfing teaching systems in the world. In time, a simple, one page, description and a short video of all test maneuvers will be placed on the WIPA Website if not in Tricktionary III.
- Candidates must sign liability waivers with each Instructor Trainer Examiner (ITEX) under their insured instructional program/school.
- Assistant Non-Planing Windsurfing Instructor is a two-day course with no exam in light to pesky winds covering the same maneuvers as Level 1. Candidates are emailed a course completion certificate. An Assistant Non-Planing Instructor should work under a certified instructor and further development is needed.
- Levels 1, 2, 3 and 4 are to be completed first. Then the other levels can be taken in any order. One exception would be Level 7 Basic Race may be taken after Level 2 is completed.

Windsurfing Instructor Certification Levels

Level	Title of Instructor Certification	Conditions
Assistant	Assistant Non-Planing Windsurfing Instructor – Non-Certified	Light to pesky wind
1	Beginning Non-Planing Windsurfing Instructor	Light to pesky wind
2	Intermediate Non-Planing Windsurfing Instructor	Light to pesky wind
3	Basic Planing and Waterstart Instructor - harness, straps, beach, and waterstart	Planing
4	Fast Tack and Carving Step Jibe Instructor	Planing
Specialist	Advanced Non-Planing Wind Windsurfing Instructor (ANP)	Light to pesky wind basics
Specialist	Advanced Planing Maneuvers Instructor (AP)	Planing
Specialist	Basic Race Instructor (BR)	5-20 knots
Specialist	Intermediate-Advanced Race Instructor: (AR)	5-25 knots
Specialist	Jumping Freestyle Instructor (JF)	Planing
Specialist	Basic Wave Instructor (BW)	Proper waves
Specialist	Foiling Instructor (F)	Appropriate foiling winds

Assistant Non-Planing Windsurfing Instructor Non-Certified

Candidate can perform most of the maneuvers with instruction and teach some of it.

Maneuvers	Assemble and disassemble a rig The 4 hauls: inhaul, downhaul, outhaul, uphaul- inspect and adjust Carry sail Carry board Uphaul Basic position (aka Neutral or Secure) Getting going Sailing - power on and power off Return to Basic Position Tennis Save uses: overpowered, resting, uphauling, other, etc. 180 degree mast steering upwind turn aka Simple Tack (Mast Tack) with a 2 step finish Jibe) with a 2 step finish 180 degree mast steering downwind turn aka Simple Jibe (Mast Rope tack with 2 step finish Upwind Steering Downwind Steering Normal Wavy S's 50/50 tack...steer up wind with sail, then finish 180 degrees turn with flagging (mast steering) with 2 step finish Short Board Tack before 12 o'clock with 2 step finish One handed Simple Jibe (Mast Jibe) Pivot jibe. Controlled drop Controlled drop to light wind self-rescue
Land Drills	Do all maneuvers on land using a fin-less board with sail or ghost rig 3 windsurfing basics: eyes, centerline, and posture. 3 worst habits verses 3 good habits Basic rigging, derigging, basic board setup.
Water Drills	Board only drills- on land and water - on land -use pool noodle Paddling board- lying on the board and using hand paddling
Discussion topics	Safety Risk Assessment Weather 3 Worst Habits and 3 Best Practices Rules of the road Falling off a windsurfer
Simulator systems	See separate section
Tether systems	See separate section
Safety/Risk	See separate section

Level 1 Beginning Non Planing Windsurfing Instructor

Maneuvers	Assemble and disassemble a rig The 4 hauls: inhaul, downhaul, outhaul, uphaul- inspect and adjust Carry sail Carry board Uphaul Basic position (aka Neutral or Secure) Getting going Sailing - power on and power off Return to Basic Position Tennis Save uses: overpowered, resting, uphauling, other, etc. 180 degree mast steering upwind turn aka Simple Tack (Mast Tack) with a 2 step finish 180 degree mast steering downwind turn aka Simple Jibe (Mast Jibe) with a 2 step finish Rope tack with 2 step finish Upwind Steering Downwind Steering Normal Wavy S's 50/50 tack...steer up wind with sail, then finish 180 degrees turn with flagging (mast steering) with 2 step finish Short Board Tack before 12 o'clock with 2 step finish One handed Simple Jibe (Mast Jibe) Pivot jibe. Controlled drop Controlled drop to light wind self-rescue
Land Drills	Do all maneuvers on land using a fin-less board with sail or ghost rig 3 windsurfing basics: eyes, centerline, and posture. 3 worst habits verses 3 good habits Basic rigging, derigging, basic board setup.
Water Drills	Board only drills- on land and water - on land -use pool noodle Paddling board- lying on the board and using hand paddling
Discussion topics	Safety Risk Assessment Weather 3 Worst Habits and 3 Best Practices Rules of the road Falling off a windsurfer
Simulator systems	See separate section
Tether systems	See separate section
Safety/Risk	See separate section

Level 2 Intermediate Non-Planing Windsurfing Instructor

Maneuvers

Other ways to carry rigged sail
Other ways to carry board
Carrying board and rig together
Sailing upwind without a daggerboard with weight on front foot
Sail 180 (duck) to clew first sailing - no board turn
Clew first wavy s's
Tack into backwinded sailing with no board turn-sail- then untack to normal sailing
Back winded wavy s's
Stop & go
Fin first from uphaul and beach start-enhances waterline steering
Switch stance from normal sailing and return to normal
Switch stance wavy s's
Pivot jibe, clew first pivot jibe, duck 180 then jibe, switch stance pivot jibe, then switch stance pivot jibe with duck
Long board tack - over sheeted past 12 o'clock tack
Downwind pre-jibe drills
Long board tack and jib with centerboard down
Beach start in light to pesky wind
Getting into the harness 1st time in light to pesky wind
Sail 360
Shore launch & return
Dock launch and return - if appropriate

Retest Level I Maneuvers

Assemble and disassemble a rig
The 4 hauls: inhaul, downhaul, outhaul, uphaul- inspect and adjust
Carry sail
Carry board
Uphaul
Basic position (aka Neutral or Secure)
Getting going
Sailing - power on and power off
Return to Basic Position
Tennis Save uses: overpowered, resting, uphauling, other, etc.
180 degree mast steering upwind turn aka Simple Tack (Mast Tack)

with a 2 step finish

Jibe) with a 2 step finish

180 degree mast steering downwind turn aka Simple Jibe (Mast Tack)
Rope tack with 2 step finish
Upwind Steering

Downwind Steering
Normal Wavy S's
50/50 tack...steer up wind with sail, then finish 180 degrees turn
with flagging (mast steering) with 2 step finish
Short Board Tack before 12 o'clock with 2 step finish
One handed Simple Jibe (Mast Jibe)
Pivot jibe.
Controlled drop
Controlled drop to light wind self-rescue

Land Drills

Do all maneuvers on land using a fin-less board with sail or ghost
rig
3 windsurfing basics: eyes, centerline, and posture.
3 worst habits verses 3 good habits
Basic rigging, derigging, basic board setup.

Water Drills

Board only drills- on land and water - on land -use pool noodle
Paddling board- lying on the board and using hand paddling

Discussion topics

Safety
Risk Assessment
Weather
3 Worst Habits and 3 Best Practices
Rules of the road
Falling off a windsurfer

Simulator systems

See separate section

Tether systems

See separate section

Safety/Risk

See separate section

Level 3 Waterstarting and Basic Planing Instructor

Maneuvers	Flying the sail- feathering Steering board in the waterstart position Back foot first waterstart Rig recovery and clearing the sail many ways Clew first beach and waterstart Getting into and out of harness lines Getting into foot straps first time planing 5 Gears into planing C posture, normal 7 posture, super 7 posture Footwork, displacement to planing waterline, upwind & downwind stance adjustments, gusts and lulls Carving wavy S's in the straps Preventing and correcting spin out Catapulting safety and prevention Escaping from under the sail. Short board, deep water self-rescue
Simulator systems	See separate section
Tether systems	See separate section
Safety/Risk	See separate section

Level 4 Planing Fast Tack, Carving Step Jibe Instructor

Must do both planing fast tack and carving step jibe (step then sail flip)

Maneuvers	Planing into short board fast tack - exchanging sides before 12 o'clock Carving step jibe Jibe variations Posture for speed and 6 th gear Rigging adjustments for speed Posture for speed
Simulator systems	See separate section
Tether systems	See separate section
Safety/Risk	See separate section

SPECIALIST - Advanced Beginning Non-Planing Windsurfing Instructor (ANP)

Must do 8 maneuvers from Light Wind Freestyle (page 112) not covered in Level 1 & 2

Maneuvers	Sail 180, follow the clew into backwinded, and clew first escape to normal sailing Zig zag tacking - normal to back winded to normal without turning the feet. Heli-tack Push tack aka Hoss tack Upwind 360 normal circle Downwind 360 Clew first down wind 360 circle Sail body 360 Fin first upwind 360 Flick flack Back to Back sailing and escape Light wind clew first tack Duck tacks – new and old school Light wind backwinded jibe Flowstyle maneuvers
Simulator systems	See separate section Sail Chi- intermediate
Tether systems	See separate section
Safety/Risk	See separate section

SPECIALIST - Advanced Planing Maneuvers Instructor (AP)

Must do 5 non-jumping planing maneuvers from Tricktionary Planing Freestyle Chapter

Maneuvers	Push Tack Duck Tack Upwind 360 planing Strap to strap Jibe Duck Jibe Downwind carving 360 Slam Jibe Laydown Jibe Chop hop
Simulator systems	See separate section
Tether systems	See separate section
Safety/Risk	See separate section

SPECIALIST - Beginning Race Instructor (BR)

Maneuvers/Topics	Rules of the road Start Line Preparation for the Race Courses Signals and flags Various forms of racing- RS:X, T293, Kona, Formula, Funboard Finding the favored end of the starting line Scoring Etiquette
Simulator systems	See separate section
Tether systems	See separate section
Safety/Risk	See separate section

SPECIALIST - Advanced Race Instructor (AR)

Intermediate & Advanced Racing Fundamentals, Techniques, Tactics, Etc. Curriculum as per ITEX

Simulator systems	See separate section
Tether systems	See separate section
Safety/Risk	See separate section

SPECIALIST - Jumping Freestyle Instructor (JF)

Freestyle –must do 4 or more from Tricktionary Jumping Freestyle (page 264)

Maneuvers	Vulcan Spock Flaka Shove It Grubby Switch maneuvers Clew first maneuvers Front Loop Many others
Simulator systems	See separate section
Tether systems	See separate section
Safety/Risk	See separate section

SPECIALIST - Basic Wave Instructor (BW)

Maneuvers/Topics

Basics
Rules
Etiquette
Wave Theory
Terminology
Dangers
Currents and Tides
Launching and landing
Getting through the waves
Side shore, side off, off, on shore winds
Riding backside
Riding Frontside
Wave turns
Jumps
Spins
Simulator systems See separate section
Tether systems See separate section
Safety/Risk See separate section

SPECIALIST - Foiling Instructor (F)

Maneuvers/Topics

Equipment and equipment tuning
Safety gear and considerations
Carrying foiled board and sails
Launching foiled board and rig
Beginner progression
Intermediate progression
Foot pressure, weight shifting, posture
Uphauling
Non-planing tack
Non-planing jibe
Waterstart
Carving jibe
Other advanced moves
Simulator systems See separate section
Tether systems See separate section
Safety/Risk See separate section

WIPA Manuals

1	Tricktionary III	Required
2	WIPA Certifications and Handouts	Free
3	ABK Windsurfing Manual	Free
4	Start Windsurfing Right	US Sailing Store
5	RYA Windsurfing Manuals	Amazon
6	VDWS manuals and video	VDWS
7	Teaching Fundamentals for Sailing Instruction	US Sailing Store

Suggested Videos

Tricktionary App
Jem Hall's Beginning to Winner.
Guy Cribb's Intuition

Windsurfing Simulators and Aids to Teaching

- Wind clock on 3'x3'x1/4" plywood or some other material. Add a Baby windsurfer...ABK style.
- Finless drag board with rig or ghost rig attached with towline on bow or footstrap (on carpet, grass, sand, etc.) Best to use old beater boards.
- 4'x2'x1/2" plywood with UJ hole drilled in center with rig or ghost rig attached
- Board only for footwork.
- Draw a center line on board.
- Trace uphaul and underway foot positions on drag boards and plywood bases with indelible marker.
- Use pool noodles for rocking the board on land. Use noodle to simulate fore/aft balancing
- Finless drag board with UJ attached (on carpet, grass, sand, etc.)
- Sail chi and pre-sail chi.
- Ball bearing/golf ball/dolly types of swivel simulators used on the sand, carpet, etc. with board and rig strapped on.
- A simple line in the sand, a center line drawn on a board, a crack between two deck boards, etc. that simulates the "centerline of the board."
- Imagination and visualization
- Tethered board and rig on the water
- Tethered board only for board only drill on water
- Dig a hole. Place the fin into the hole and you have a complete windsurfer to simulate on. Taking the fin off is the better option.
- Baby windsurfer. A small windsurfing board and rig attached about 9-12 inches high.
- Pushing straight down a quarter with the index finger...ABK simulator... pushing down on angle with index finger equals quarter slide. Just like a mast pushing down thru mast foot...in each quadrant...turns the board.
- White board or chalk board for chalk talk and drawing windsurfing
- Sail Chi - land sailing. Point the board at 10 or 2. Boom boxing, etc.
- The art form of coaching someone on a simulator.
- Easy Uphaul use = use legs vs. back
- Easy Waterstart = more buoyancy in water starting entry
- Person to person simulation - ABK's unhooking using the abs, ABK's tennis save lifting of person holding the clew end of the rig. Instructor applying pressure to the rig simulating water on the uphaul, or wind or increase rig weight more similar to real conditions.
- Plantar flexing feet in super 7 whilst counterbalancing another person (holding wrist to wrist with another person in staggered stance).

Windsurfing Tether Systems

- Voice tether - student is within voice range
- Whistle tether- attached to instructor's PFD.
- Stand in water between knee and waist deep water with student on board w/sail rig. Hold the board at the tail with both hands as student gets to the sailing position and is sailing with pressure in the sail, the release the board. This tether can be combined with next 100' tether.
- 50' to 100' line with 3' bungee shock cord tether attached to windsurfing board either thru centerboard well, nose handle or loop, or foot strap. The other end is attached to windsurfing instructor wrist, PFD, or something else.
- Anchored board - tether parts are anchor, line, bungee, attached to windsurfing board either thru centerboard well, nose handle or loop, or foot strap.
- Anchored board with sail rig attached - tether parts are anchor, line, bungee, buoy, attached to windsurfing board either thru centerboard well, nose handle or loop, or foot strap.
- Towing a windsurfer....15' line with 3' bungee shock cord. Using a bowline, one end of the line is tied to instructor's UJ. Other end goes to boards, nose, UJ, or windsurfer lying down.
- Catch line/fence

The Fundamentals of Windsurfing – some are in everything we do upon a windsurfer and some are necessary for safety and efficiency.

1	Eyes	Where are the eyes are looking? Effects on posture.
2	Centerline of the board	Be on it, or off it, and be able to get back to it.
3	Independent arms	Push/pull
4	The Hanging Save	Used when falling over backwards into the wind
5	Tennis Save	Used when overpowered, out of balance, resting, etc.
6	Posture (stance)	Number 7, hanging C posture, or arched postures
7	Foot placement and timing	Placement and sequence
8	Sail handling	Power on, off, stall, feathering, steering, & pumping.
9	Hand placement and timing	Placement and sequence
10	Mast steering	Needed for simple tack, simple jibe, waterstarting, etc.
11	Waterline steering	Needed for basic pivot jibe, planing upwind & downwind, etc.
12	Normal wavy S's	Steering upwind and bearing off
13	Clewfirst wavy S's	Needed to do a basic jibe
14	Backwinded wavy S's	Needed for basic tack before 12 o'clock
15	Tacking family	Many ways to turn the nose thru 12 o'clock
16	Jibe family	Many ways to turn the tail thru 12 o'clock.
17	Fin first waterline steering	Best way to learn essential waterline steering
18	Harness line hook in and unhook	As soon as pesky wind comes along.
19	Uphauling	Essential even on a short board
20	Beach Starting	Easier than a uphauling
21	Waterstart	Safety in deep water windier conditions
22	Holding on the boom whilst falling	Will save on beginner and planing catapult injuries
23	Carrying the gear many ways	Efficiency in different situations
24	Rigging and trimming the gear	Essential
25	Rules of the road- right of way	Safety
26	Safety	Weather, current, tide, ability, backup plan, etc.
27	Self-Rescue	Self-reliance.

Safety/Risk Management Topics

Personal Fitness

Physical fitness
Swimming ability and comfort
Mental and emotional fitness
Fear control
Sun protection
Hydration
Hyperthermia
Other medical issues

Wind and Weather

Wind Direction and Intensity
Water Temperature
Air Temperature
Wind chill factor
Lightning
Off shore winds
Currents
Tide
Weather Forecast

Spot - launching and landing

PFD, Helmet, Impact vest
Any regulated zones
Wind direction
Rigging space
Docks
On the water obstacles
Emergency exits

Rules

Safety/Emergency Plan
Common sense rules
Right of way rules

Equipment

UJ connected and check
Harness lines and harness

Safety

Sail rips, board dings
Falling off a windsurfer
Update your emergency plan
Reacting to an emergency
Signals
Fix it
Reconnect your gear
Towing
Light wind self-rescue/paddle
Derig full rig and paddle
Scuttle rig and paddle
Walk of the Conquered Hero
Motor boat rescue
Motor boat pickup

Tether systems

Risk Management Topics:

Emergency Plan

First Aid

Maintain of gear

Maintain launch area

Safety signs and marking

Standard procedures

Accountability

Registration forms

Liability forms