

# Board of Pilot Commissioners

for the Bays of San Francisco, San Pablo, and Suisun  
660 Davis Street, San Francisco, CA 94111

Exam Questions: [bopc\\_trainee\\_exam@bopc.ca.gov](mailto:bopc_trainee_exam@bopc.ca.gov) | General Information: [bopc@bopc.ca.gov](mailto:bopc@bopc.ca.gov) | 415-397-2253 | [www.bopc.ca.gov](http://www.bopc.ca.gov)

## 2026 BOARD OF PILOT COMMISSIONERS PILOT TRAINEE TRAINING EXAMINATION APPLICATION

**APPLICATION AND FEE DEADLINE: MAY 15, 2026, BY 5:00 P.M.,  
PACIFIC DAYLIGHT TIME**

### 1. Application Deadline

To be considered, all applications must be received by 5:00 p.m. Pacific Daylight Time on May 15, 2026.

**Submissions received after the deadline will not be reviewed.**

### 2. Application Form

The application is a fillable Adobe form. **The application form must be typed, handwritten application forms will NOT be accepted, however supporting documentation may be submitted that includes handwriting.** If additional space is needed for the given application section, please attach extra pages to your application, on each additional page include your name and the section title the attached page is referring to. The application may be electronically signed or hand signed.

### 3. Application Fee

**Applications will not be considered until payment is received.**

**An application fee totaling \$1,000.00 is due at the time of submission and must be paid by two separate \$500.00 payments, each submitted as a personal check, money order, or cashier's check made payable to the "Board of Pilot Commissioners." Cash, credit cards, and debit cards are not accepted.**

The full application fee (\$1,000.00) will be refunded to any applicant who is determined not to meet the qualifications to participate in the exam or to any applicant that meets the exam qualifications and qualifies to take the written examination component but chooses not to take the written examination.

One half of the application fee (\$500.00) will be refunded to any applicant who participates in the written examination component but does not qualify for or chooses not to participate in the simulator examination component of the exam.

Please allow for up to four to six weeks for processing a refund or return of a check(s).

### 4. Pilot Trainee Exam Application or Pilot Trainee Exam Questions

**All inquiries about the application or examination itself must be submitted in writing to the Board of Pilot Commissioners (Board or BOPC) at [bopc\\_trainee\\_exam@bopc.ca.gov](mailto:bopc_trainee_exam@bopc.ca.gov).** BOPC staff will make every effort to respond within 24 hours, or by the next business day.

## 5. Application Submittal Instructions

The application is provided as a fillable PDF. Once completed please e-sign and print or print and sign the application. Completed applications with supporting documentation and payment of the application fee may be delivered in person or mailed to the Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun (BOPC) as follows:

Delivery Type	Instructions
<b>By Mail</b>	Mailed applications must be postmarked no later than Friday, May 15, 2026.*  Mail application and fee to: Board of Pilot Commissioners 660 Davis Street San Francisco, CA 94111  <b>If you choose to mail your application, it is recommended you utilize a service that provides tracking of your package.</b>
<b>In Person</b>	Application and fee submitted in person must be received at the Board's office by 5:00 p.m., Pacific Daylight Time on May 15, 2026.  In-person Delivery Address: Board of Pilot Commissioners 660 Davis Street San Francisco, CA 94111

## 6. Application Checklist

- Completed and signed application.
- Attached copy (front and back) of Federal License (Merchant Mariner Credential).
- Attached experience documentation.
- Included two \$500.00 personal checks, money orders, or cashier's checks made out to "Board of Pilot Commissioners."

## 7. For More Information

Additional information about the 2026 Trainee Training Examination is available on the Board's [website](#) or by contacting the BOPC directly:

**Telephone:** 415-397-2253  
**For Exam Questions:** [bopc\\_trainee\\_exam@bopc.ca.gov](mailto:bopc_trainee_exam@bopc.ca.gov)  
**For General Information:** [bopc@bopc.ca.gov](mailto:bopc@bopc.ca.gov)  
**Online:** [www.bopc.ca.gov](http://www.bopc.ca.gov)  
**Address:** 660 Davis Street, San Francisco, California 94111

---

\* To ensure timely postmarking, it is recommended that applicants visit a Postal Service retail location and request a manual (local) postmark at the retail counter when tendering their mail piece. Manual postmarks will be applied free of charge.

## 2026 PILOT TRAINEE TRAINING EXAMINATION APPLICATION

### 1. General Information

First Name	Middle Name	Last Name
Suffix (Jr., Sr., III)		Alias(es)
Date of Birth (MM/DD/YYYY)		
Street Address		
City	State	ZIP Code
Primary Phone Number		Alternate Phone Number
E-Mail Address		

## 2. Federal Merchant Mariner Credential (U.S Coast Guard License) Information

Provide a complete copy (front and back) of your current Federal Merchant Mariner Credential (U.S. Coast Guard License) including Merchant Mariner Credential Capacity(s), Endorsements, and Limitations. Label this document as "Section 2 Attachment" and append it to the completed application.

Refer to Title 7, California Code of Regulations, section 213(e)(1), for the minimum eligibility licensing requirements.

### Capacity(s) of Federal Merchant Mariner Credential

--	--

Federal Merchant Mariner Credential Reference Number	Issue Date of Federal Merchant Mariner Credential

### List Federal Merchant Mariner Credential Endorsements and Limitations

--

### 3a. Experience Documentation

Section 3a. "Experience Documentation" verifies the eligibility requirements, and is used for the calculation of experience points. Complete this section using the following instructions.

- **Certification Type** – Experience documentation consists of any of the following:
  - Certificate of Discharge.
  - Original letters from your employer signed by an appropriate official or licensed master with the authority to certify the information provided in the letter. Original letters must include current contact information, including email address and phone number, and the signatures of the applicant and the person verifying the experience.
  - Pilotage Service Documentation.
- **Vessel** – The name of the vessel you served on.
- **Date From** – First calendar day you served on this vessel (MM/DD/YYYY).
- **Date To** – Last calendar day you served on this vessel (MM/DD/YYYY).
- **Number of Days** – Total calendar days between the start date (date from) and end date (date to) (inclusive). Days of service may not be calculated by totaling command hours and dividing by eight.
- **Service Category** – Select the service category from that applies to this entry:
  - A – Master of a self-propelled vessel in navigation of not less than 1600 gross tons (GRT).
  - B – Chief Mate on a self-propelled vessel in navigation of not less than 1600 GRT while holding a master's license of any gross tons.
  - C – Full-time commercial pilot (not a crew member) directing and controlling vessels of not less than 1600 GRT in pilotage waters where a pilot is required by law, while holding at least a federal master's license of not more than 1600 GRT with an unlimited radar endorsement.
  - D – Master of:
    - A towing vessel of not less than 50 GRT engaged in ship assist or bay/ocean towing, or
    - A towing vessel of less than 50 GRT where the combined gross tonnage of towing vessel plus tow is not less than 1600 GRT.
  - If no category applies, enter "N/A."
- **Service Capacity** – Your position on board (for example: Master, Chief Mate, or Other).

Each entry in the Section 3a. chart below must be accompanied by documentation that verifies minimum eligibility requirements.

Order the documentation in date order by the date of your experience.

Number each piece of documentation starting with 3.1 (write, type, or label the documentation number on the upper right hand front side of each page of the document, and append the documentation to the completed application).

See 7 CCR § 213(e)(3) for minimum experience requirements, and 7 CCR § 213(f) for experience points information.

Original letters **must include** a declaration signed by both the applicant and the person verifying the experience that complies with Code of Civil Procedure section 2015.5. The following declaration would comply with this requirement:

**I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.**

SAMPLE

(Date)

SAMPLE

(Date)

SAMPLE

(Applicant Signature)

SAMPLE

(Signature of Person Verifying Experience)

Applicants submitting documentation of service on vessels that are of a configuration or in a service other than that of a standard class commercial vessel (e.g., mobile offshore drilling units, self-propelled dredges, integrated tug/barge units, etc.) must submit a copy of the vessel's certificate of inspection.

**Days of service are calculated in calendar days. Days of service may not be calculated by totaling command hours and dividing by eight.**

Thorough documentation of your experience may make a difference in your final examination passing score and ranking on the program eligibility listing. Read 7 CCR § 213(f) very carefully. Contact BOPC staff before the application due date if you have any questions about experience documentation.

### Chart 3a. Experience Documentation

Document Number	Certification Type	Vessel	Date From	Date To	Number of Days	Service Category	Service Capacity
<i>SAMPLE</i>	<i>Cert. of Discharge</i>	<i>S.S. Jones</i>	<i>01/01/2025</i>	<i>12/31/2025</i>	<i>365</i>	<i>A</i>	<i>Master</i>
3.1							
3.2							
3.3							
3.4							
3.5							
3.6							
3.7							
3.8							
3.9							
3.10							

Document Number	Certification Type	Vessel	Date From	Date To	Number of Days	Service Category	Service Capacity
3.11							
3.12							
3.13							
3.14							
3.15							
3.16							
3.17							
3.18							
3.19							
3.20							
3.21							
3.22							
3.23							
3.24							
3.25							

Document Number	Certification Type	Vessel	Date From	Date To	Number of Days	Service Category	Service Capacity
3.26							
3.27							
3.28							
3.29							
3.30							
3.31							
3.32							
3.33							
3.34							
3.35							
3.36							
3.37							
3.38							
3.39							
3.40							

### 3b. Qualifying Sea Service: Experience Type and Recency Summary

Instructions for Each Service Categories A, B, C, and D.

- Number of Days
  - Enter the total number of days of service that meets the definition for each Service Category in Chart 3b below.
  - **Days of service are calculated in calendar days. Days of service may not be calculated by totaling command hours and dividing by eight.**
  - If you have no qualifying service for a specific category, enter “N/A.”
- Recency Requirement (7 CCR § 213(e)(4))
  - Where applicable, include any allowed equivalent service (such as qualifying full-time commercial pilot time or non-concurrent combinations of command/piloting), if permitted by the description for that category.
- Experience Documentation
  - List the Document Numbers from the Section 3a. chart above (“Experience Documentation”) that support:
    - The number of days you have entered, and
    - That you meet the recency requirement for this category.

### Chart 3b. Qualifying Sea Service: Experience Type and Recency Summary

**Service Category A. Number of days in command of a self-propelled vessel in navigation of not less than 1600 GRT. If None, enter “N/A.”**

Recency Requirement: The 1 year of command experience must be within 4 years before the application deadline (May 15, 2026); and 6 months of that must be within 2 years. Equivalent periods as a commercial pilot (on greater than or equal to 1600 GRT vessels) or non-concurrent combinations of command/piloting can satisfy this recency requirement.

*Number of Days:*

List the Document Numbers from the chart in Section 3a. “Experience Documentation” above that satisfy this recency requirement.

**Service Category B. Number of days as Chief Mate on a self-propelled vessel in navigation of not less than 1600 GRT, and you hold a master’s license of any gross tons. If None, enter “N/A.”**

Recency Requirement: The 2 years as Chief Mate must be within 5 years before the application deadline (May 15, 2026); and 1 year of that must be within 3 years. Equivalent periods as a commercial pilot (on greater than or equal to 1600 GRT vessels) or non-concurrent combinations of command/piloting can satisfy this recency requirement.

*Number of Days:*

List the Document Numbers from the chart in Section 3a. “Experience Documentation” above that satisfy this recency requirement.

**Service Category C. Number of days as a full-time commercial pilot (not a crew member) directing and controlling vessels greater than or equal to 1600 GRT in pilotage waters where a pilot is required by law, and you hold at least a federal master’s license of not more than 1600 GRT with an unlimited radar endorsement. If None, enter “N/A.”**

Recency Requirement: The 1 year as full-time commercial pilot must be within 4 years before the application deadline (May 15, 2026); and 6 months of that must be within 2 years.

*Number of Days:*

List the Document Numbers from the chart in Section 3a. “Experience Documentation” above that satisfy this recency requirement.

**Service Category D. Number of days in command of:**

- **A towing vessel greater than or equal to 50 GRT engaged in ship assist or bay/ocean towing, or**
- **A towing vessel less than 50 GRT where the combined gross tonnage of the towing vessel plus the tow is greater than or equal to 1600 GRT.**

**If None, enter “N/A.”**

Recency Requirement: The 2 years in command of towing vessels must be within 5 years before the application deadline (May 15, 2026); and 1 year of that must be within 3 years.

*Number of Days:*

List the Document Numbers from the chart in Section 3a. “Experience Documentation” above that satisfy this recency requirement.

**4. Questions Pursuant to Title 7, California Code of Regulations, § 213(e)(2) and (e)(6)**

Have you ever been convicted of a prior felony or drug conviction?

NO

YES

If yes, explain below (include date occurred, description of offense, charge, disposition, etc.)

Are you currently in violation of a court order to provide child or spousal support?

NO

YES

If yes, provide the date of the order and describe the steps you are taking to resolve the matter.

Do you have any condition which may limit your ability to satisfactorily perform the duties of a trainee, or to pass a medical assessment\* conducted by a BOPC-appointed physician and be found fit for duty before entering the Pilot Trainee Training Program.

NO

YES

\* Events requiring a medical assessment are further described in §§ 217.5 and 217.10 of Title 7 of the California Code of Regulations. A trainee's duty to report medical information is described in § 217.20 of Title 7 of the California Code of Regulations.

If yes, any accommodation that can be made for your condition.

## 5. Equal Opportunity Precepts, Acknowledgement, Statement, and Signature

### Pilot Trainee Training Examination Equal Opportunity Precepts

The Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun, in selecting applicants to participate in the Pilot Trainee Training Examination adheres to equal opportunity precepts. All applicants meeting minimum eligibility requirements shall receive consideration without regard to age, sex/gender, sexual orientation, race, color, religion, ancestry, national origin, lawful political affiliation, mental and physical disability, marital status, military or veteran status, membership or non-membership in any employee organization, or any other personal condition unrelated to the applicant's ability to perform satisfactorily as a pilot trainee and as a pilot. For more information, see 7 CCR § 213(d).

### Applicant Acknowledgement

A false answer to any question in this application may be grounds for denial of the application, dismissal from the Pilot Trainee Training Program, or subsequent revocation of a pilot license.

All application statements and documentation are subject to investigation, including, but not limited to, verification by former employers, the U.S. Coast Guard, and any appropriate authorities. All of the information provided will be considered in determining a candidate's qualifications to meet the minimum qualifications to take the Pilot Trainee Training Examination.

### Applicant Statement

**I certify under penalty of perjury, under the laws of the State of California, that all statements contained in this application and any accompanying documents are true and correct, and I acknowledge that all statements made in this application are subject to investigation, and that any false or dishonest answer to any question may be grounds for denial of the application, dismissal from the Pilot Trainee Training Program, or subsequent revocation of a pilot license.**

**I authorize the release of information concerning my current and prior employment and sea service by my employers, the U.S. Coast Guard, law enforcement agencies, and any other individuals and agencies to members, employees, or authorized designees of the Board of Pilot Commissioners for the Bays of San Francisco, San Pablo, and Suisun in connection with my application to the Pilot Trainee Training Program.**

<b>Applicant Printed Name</b>	<b>Date</b>
<b>Applicant Signature</b>	

## 6. Confidential and Voluntary Self-identification

APPLICANT: This data assists the Board of Pilot Commissioners in its efforts to effectively reach viable Pilot Trainee Training Examination applicants, and to collect information on the diversity of those applicants. Applicants are asked to voluntarily provide the following information. This data is confidential and will be separated from the application prior to the Pilot Trainee Training Program applicant minimum qualification review and determination, and will not be used in any application decisions.

### Please tell us where you heard about the Pilot Trainee Training Exam.

- |                                    |  |  |
|------------------------------------|--|--|
| <input type="checkbox"/> gCaptain  | <input type="checkbox"/> International Organization of Masters, Mates & Pilots | <input type="checkbox"/> Board Website     |
| <input type="checkbox"/> LinkedIn  | <input type="checkbox"/> Women in Maritime Leadership Conference               | <input type="checkbox"/> Personal Referral |
| <input type="checkbox"/> Instagram | <input type="checkbox"/> Organization of Black Maritime Graduates              | <input type="checkbox"/> Other _____       |

### AGE

- Under 21
- 21-39
- 40-69
- 70 and Over
- Prefer not to answer

### GENDER

- Male
- Female
- Non-binary
- Prefer not to answer

### LGBTQ+

- Do you identify as LGBTQ+
- Yes
  - No
  - Prefer not to answer

### RACE AND ETHNICITY

Check one or more boxes that best describe your race or ethnicity.

#### BLACK or AFRICAN AMERICAN

- A descendent of a person or persons who were enslaved in the United States.
- Not a descendent of a person or persons who were enslaved in the United States, but not limited to, African Black, Caribbean Black, or other Black.
- Unknown

#### ASIAN

- Indian
- Cambodian
- Chinese
- Filipino
- Japanese
- Korean
- Laotian
- Vietnamese
- Other Asian

#### PACIFIC ISLANDER

- Guamanian
- Hawaiian
- Samoan
- Other Pacific Islander

#### AMERICAN INDIAN or ALASKA NATIVE

#### HISPANIC or LATINO

#### WHITE

I choose not to identify.

### MILITARY

Have you ever served in the United States military? Please check the appropriate box below.

- Yes, I have served in the United States military.     No, I have not served in the United States military.