

Aeronautical Radio Operator Certificate (AROC)

Initial issue, transfer or conversion

MOS Part 61, CASR Part 64



Australian Government
Civil Aviation Safety Authority

AROC applications can now be submitted and issued online in minutes.

[Go to myCASA >](#)

You can now submit AROC applications in myCASA. Applicants will receive their AROC by email within minutes after submission and payment.

OR



Download this form before you begin

Please download and complete with Adobe Acrobat. If you're using a browser to complete this form you may lose your information. Send this form and any attachments to applications@casa.gov.au.

Purpose of this form

Use this form to apply for an Aeronautical Radio Operator Certificate (AROC).

Who is this form for?

This form is for individuals wishing to apply for an AROC and

- have completed an approved course of training; or
- are transitioning their old AROCOP; or
- converting a radio operators licence or certificate from an ICAO contracting state.

Information needed to complete this form

Applicants must have successfully completed an approved course of training and assessment for transmission of aeronautical radio operations with:

- a Registered Training Organisation whose scope of registration covers the training for operations of an aeronautical radio, or
- an approved person under CASR 64.012, or
- a pilot instructor who holds a training endorsement that authorises the instructor to conduct flight training for a pilot license or flight crew rating

Please note: In accordance with regulation 61.435 of the CASR, the holder of an RPL with a Flight Radio Endorsement, PPL, CPL, MPL or ATPL is authorised to transmit on aeronautical radios and does not need to apply for an AROC.

Aviation Reference Number (ARN)

An ARN is required to complete this form.

If you are the applicant and you do not have an ARN, [apply now](#).

If you are applying on behalf of an organisation, you will need to have authority to act on the entity's (applicant's) behalf and be able to provide the organisation's ARN.

Contact details

It is important the contact details on the ARN profile are current. CASA uses these contact details when processing this application.

If your address, contact or other details have changed, you must update them online using [changing your details](#) prior to lodging this form.

Failure to provide up to date contact details to CASA could result in additional fees being charged under the *Civil Aviation (Fees) Regulations 1995* and may constitute a criminal offence.

Privacy Statement

Any personal information you provide to CASA is protected by the Privacy Act 1988. CASA can only collect, use and disclose that information in accordance with that Act.

CASA will use the information collected in this form for purposes associated with performing its functions under civil aviation legislation and other Australian laws.

For full details on how CASA collects, protects and uses personal information, please refer to [CASA's Privacy Statement](#).

For more information

Go to the [CASA website](#) or [contact us](#).

Applicant

1 What are the **applicant** details?

Full name

ARN

2 What are you **applying** for (select one)?

Initial issue of an AROC

➔ **Go to 3**

Transition of an AROCOP

➔ **Go to 9**

(CAR 83A and CASR 202.304)

to a CASR Part 64 AROC

Conversion of a radio operator licence or certificate, issued by an ICAO contracting State

➔ **Go to 8**

Test results

3 Who issued the test results (select one)?

RTO

Flight Instructor

CASA

Person approved under CASR 64.012

4 Who conducted the training?

Your contact details must be current. Update your contact details via [changing your details](#).

Examiner name

ARN

Phone number

Email address

Date of assessment (DD/MM/YYYY)

/ /

5 What are the RTO details?

Legal entity

ABN

Code

Qualification code

Trainer declaration

6 I declare that:

- I am the Examiner named in question 4.
- The applicant is trained and assessed as meeting the competency standards specified in Part 61 MOS for operation of an aeronautical radio.

Full name

Signature

Date (DD/MM/YYYY)

/ /

English Language Proficiency requirements

7 This form cannot be processed without a General English Language Proficiency (GELP) or Aviation English Language Proficiency (AELP) assessment.

Refer to CASR 64.015; CASR Part 61 Manual of Standards

I have completed an AELP or GELP assessment and (select one):

Assessment report was previously submitted to CASA

Assessment completed by Aspeq and the Notice of Examination Result is attached

AELP assessment is attached

GELP assessment or notification is attached

Notification was previously submitted to CASA

➔ **Go to 9**

Overseas conversion

8 What are the details of your overseas qualification?

Issuing authority (e.g. FAA or NZ CAA)

Type of Radio Certificate

Licence/certificate number

 **Attach certificate if required**

Application checklist

9 Select all that apply:

I am at least 17 years of age (CASR 64.015 refers)

Evidence of GELP or AELP assessment is attached

Overseas Radio Licence/Certificate certified copy is attached

Certified copy of AROCOP is attached

I am not already the holder of a domestic pilot licence

If other please specify

Declaration

10 I declare that:

- I authorise CASA to send a copy of all communications regarding this application to my Training Provider named in question 4.
- I am authorised to make this application and hold the role indicated below.
- All statements in this application are true and correct and I have read and understood all provisions of the *Civil Aviation Safety Regulations 1998* which are relevant to this application.
- I understand CASA will use the currently held details to process this application and it is my responsibility to ensure my details are correct prior to lodgment.
- I consent to CASA using and disclosing my personal information in accordance with CASA's *Privacy Statement* including exchanging the information with Commonwealth, State and Territory government agencies.
- I have attached all required documentation specified in the application checklist.
- I accept that if this application is withdrawn or refused by CASA, or if CASA are unable to assess the application because I have failed to provide the required information, I am liable to pay CASA fees for work conducted.
- I acknowledge that to knowingly make a false or misleading statement in this application is an offence against the *Criminal Code Act 1995*.

Full name

Signature

Date (DD/MM/YYYY)

/ /

In what capacity are you making this declaration?

For example: Self, Agent

An authority must be provided if the person making this declaration is **not** the individual or an office holder of the entity named in question 1.

 **Attach authority**

