



**CASA Stamp:**

**IMPORTANT INFORMATION FOR APPLICANTS**

- 1: This form is to be completed where your foreign licence qualifications have been assessed by a Maintenance Training Organisation (MTO). You must obtain a copy of Form 465, completed by the MTO, and submit it with **this** application.
- 2: If you are also applying for Aircraft Type Ratings, you must submit Form 545 with **this** application.
- 3. If you do not have an ARN, you must submit **Form 1162** Aviation Reference Number (ARN) Application, including appropriate identification with **this** application. This will satisfy the mandatory requirement for an ARN.
- 4: Payment for this application can be made online. Go to the CASA webpage and click the Payment button. You must attach a copy of the receipt with this application.
- 5: This form can be completed electronically and saved locally to your computer. Once the ARN has been entered into the first page, it will automatically update in the applicant ARN fields on subsequent pages. CASA recommends that applicants complete as much of the form electronically as possible.
- 6: Please ensure your application and the checklist are completed correctly and that all required supporting documentation is provided. Incomplete applications will not be accepted and may be returned to you for amendment. **Fields and sections marked with an \* are mandatory.**

**Applicant Details as per Birth Certificate / Passport:**

Title:\* \_\_\_\_\_

Family Name:\* \_\_\_\_\_

Given Names:\* \_\_\_\_\_

Date of Birth:\* \_\_\_\_\_

**Applicant ARN:\***

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**CONTACT DETAILS**

You are required to notify of any changes to your personal contact information (refer to [CASR 11.70](#)), information on how to change your contact details is available on CASA website <https://www.casa.gov.au/services/standard-page/changing-your-details>. All correspondence, including permissions issued as a result of this application, will be sent by email or post to your current contact details according to CASA's records.

**Privacy Statement:** Any personal information you provide to CASA is protected by the *Privacy Act 1988* (Cth). 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 the *Civil Aviation Act 1988*, the *Airspace Act 2007*, the *Aviation Transport Security Act 2004* or the regulations made under those Acts. For full details on how CASA collects, protects and uses personal information, please refer to [CASA's Privacy Policy](#).

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## Section A: Eligibility Criteria\*

### 1. Proof of Identity

**Note:** In accordance with CASR Part 11, if you have previously supplied documentation, you are not required to submit it again.

Are you over the age of 18 years?

- Yes – Please attach a certified true copy of a document demonstrating proof of age, identity and nationality (e.g. Passport or Birth certificate).
- Yes – Certified true copies of identification previously submitted to CASA. Date submitted: \_\_\_/\_\_\_/\_\_\_
- Not Applicable – Applicant already holds a CASA licence.
- No – Application will be refused. You must be over the age of 18 to apply.

### 2. Verification from National Airworthiness Authority (NAA)

**Note:** It is a requirement that licences/authorisations be verified with the NAA departments to ensure qualifications were not cancelled or revoked. The applicable issuing body may charge certain fees for processing these requests. Please enquire and pay any applicable fees prior to submitting this application.

Have you requested verification from the NAA who issued your foreign licence?

- Yes
- No – Application may be refused.

### 3. Foreign Licence Qualifications Refer CASR 66.040, 66.050

Have your foreign licence qualifications been assessed by a Maintenance Training Organisation?

- Yes – Please attach the following documentation:
- Copy of Form 465 from the approved Maintenance Training Organisation (not required for C Category).
  - For Category C applicants, evidence you have gained experience that CASA determines relevant to the privileges.
  - Certified true copy of your foreign licence.
  - Certified true copy of your Company Authorisations or equivalent evidence that you have met the following:
    - i exercised the privileges of the foreign licence AND
    - ii in the 2 years immediately before the time of making this application:
      - You have exercised the privileges for at least 6 months; or
      - You have gained at least 6 months additional practical experience.
- No – Application will be refused. If a Maintenance Training Organisation is approved to assess your foreign qualifications, completion of training and assessment with that organisation is mandatory.

### 4. Medically Significant Conditions Refer to CASR 66.025(3)(d)

**Note:** In accordance with CASR Part 11, if you have previously supplied documentation, you are not required to submit it again.

Do you have a medically significant condition (as described in CASR 67.010) that is safety-relevant?

- Yes – Please attach a report from a medical practitioner that describes the condition.
- Yes – I have previously submitted documentation to CASA MPL and received acknowledgement of receipt by CASA. Date submitted: \_\_\_ / \_\_\_ / \_\_\_
- No

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**Section B: Application Details\***

Type of Application  Initial Licence  Additional Category/subcategory

**1. Aircraft Engineer Licence Category**

Tick the relevant Category/subcategory for which you are applying.

**Note:** If you are applying for an A or B1 Category, you MUST tick the relevant subcategories.

Category	Subcategory			
<input type="checkbox"/> A	<input type="checkbox"/> A1	<input type="checkbox"/> A2	<input type="checkbox"/> A3	<input type="checkbox"/> A4
<input type="checkbox"/> B1	<input type="checkbox"/> B1.1	<input type="checkbox"/> B1.2	<input type="checkbox"/> B1.3	<input type="checkbox"/> B1.4
<input type="checkbox"/> B2				
<input type="checkbox"/> C				

**2. Aircraft Type Ratings**

Are you applying for Aircraft Type Ratings based on foreign qualifications within the Category or Categories specified above?

- Yes – You must submit *Form 545 Application for Aircraft Type Ratings on a CASR Part 66 Licence Assessment of Foreign Licence* with **this** form.
- No

**Section C: Applicant Checklist \*** Enter 'Y' or 'N' in applicable boxes.

	I hold an Aviation Reference Number (ARN) <b>or</b> application Form 1162 and appropriate ID included
	Certified true copy of proof of age, identity and nationality attached <b>OR</b> Proof previously submitted
	Contacted NAA regarding verification of licence
	Certified true copy of Foreign Licence and Company Authorisations attached
	Copy of Form 465 from Part 147 MTO attached – <b>Category A and B applications only</b>
	Evidence you have gained experience that CASA determines relevant to the privileges – <b>Category C application only</b>
	Report from medical practitioner detailing all medically significant conditions attached <b>OR</b> Not applicable
	Application form signed and fully completed (including ARN entered on each page)
	Payment made online and receipt attached <b>OR</b> Payment Authorisation completed (cheque or money order attached if applicable)

**Section D: Applicant Declaration\***

I hereby certify that all statements in this application are true and correct in every particular and that I have read and understood all regulatory references included in this application. I consent to CASA using and disclosing my personal information in accordance with CASA's privacy policy including exchanging the information with Commonwealth, State and Territory government agencies (see [CASA's Privacy Policy](#) ). I have attached all required documentation specified in the applicant checklist and acknowledge that to knowingly make a false statement is an offence against the *Criminal Code Act 1995* (Cth).

Signature: \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

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**Payment Authorisation**

**Application Fees\***

Fee Code	Description	Total
<input type="checkbox"/> 2.31	Recognition of one or more <b>valid</b> foreign licences, based on assessment by MTO – processing and consideration of application	\$ 130
<input type="checkbox"/> 2.33	Recognition of one or more <b>expired</b> foreign licences, based on assessment by MTO – processing and consideration of application	\$ 130
<b>Total Cost:</b>		\$ _____

**Payment Options \***

- Payment made [online](#) Receipt No: \_\_\_\_\_ (CASA preferred option)  
**Attach printed receipt and do not complete remainder of this page**
- I have enclosed a Cheque or Australian Money Order (**please make cheques payable to CASA**)
- I am paying by credit card (provide details below)

I hereby authorise the Civil Aviation Safety Authority to debit the following amount from my: <b>MasterCard</b> <input type="checkbox"/> <b>Visa</b> <input type="checkbox"/>											
Card Number: <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>											Expiry Date: ____ / ____
Card Holder Name (please print): .....	Total: \$ _____										
Signature: .....	Date: ____ / ____ / ____										

**Receipt Options \***

- Send receipt to:
- Applicant OR  Third party (provide details below)

**Details of Third Party**

Individual's or Organisation's Full Name:		
Email:		
Postal Address:		
State:	Postcode:	Country:
Contact Phone:		ARN: (if applicable)

Submit the Payment Authorisation Form (and Cheque / Money Order / Purchase Order) with the Application Form.

- **Email** [ame.licensing@casa.gov.au](mailto:ame.licensing@casa.gov.au)
- **Mail to:** CASA Licensing and Registration Centre  
CASA  
GPO Box 2005  
CANBERRA ACT 2601
- **Fax to:** 1300 737 187

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Receipt No:	Initial:
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