



# Application for Remote Pilot Licence (RePL) and Training Notification of Results

Form 101-05

CASR 101.295

## Purpose of this form

Use this form to apply for the issue (or reissue) of a remote pilot licence to students who have passed the RPA theory component **and** practical training component in a CASA certificated RePL Training Organisation (ReOC holder).

To apply for a variation of a remote pilot licence for students who **have not** passed the RPA theory component in a CASA certificated RePL Training Organisation (ReOC holder), please use Form 101-01 Application for Remote Pilot Licence (RePL) available on [www.casa.gov.au/forms](http://www.casa.gov.au/forms).

This form can also be completed online on myCASA. Online submissions are generally processed automatically and students are notified immediately.

You can access the portal at: <https://hub.casa.gov.au/>

## Who is this form for?

Use this form if you are the Chief Remote Pilot within your CASA certificated RePL Training Organisation and you are applying for a RePL on behalf of your students.

## Your contact details

CASR 11.070

All correspondence will be sent by email or post to the contact details provided by you and held in CASA's records.

You must notify CASA of any changes to your contact details. Information on how to change your contact details is available at [www.casa.gov.au/changing-your-details](http://www.casa.gov.au/changing-your-details)

## Information needed to complete this form

As well as your personal and organisational ARNs, you will need the ARN and names of each student, as well as details of the courses each student has passed.

If a student does not have an ARN they will need to apply for one before their details can be processed. They can apply for an ARN online at <https://hub.casa.gov.au/>. Most online ARN applications are processed automatically and an ARN is issued immediately.

A manual ARN application can also be made by completing CASA Form 1162 which can be downloaded from the CASA website: [www.casa.gov.au/forms](http://www.casa.gov.au/forms)

This form also requires a payment for each student or receipt details for a previous payment.

## Filling in this form

This form can be completed as a **fillable form**.

If printing this form:

- Please use black or blue pen.
- Print in BLOCK LETTERS.
- Mark boxes like this  with a ✓ or a ✗
- Where you see a direction like this **Go to 8** ➔ Skip to the question number shown. You do not need to answer the questions in between.

## Privacy

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 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 Policy** ([www.casa.gov.au/privacy-policy](http://www.casa.gov.au/privacy-policy))

## For more information

Go to [www.casa.gov.au](http://www.casa.gov.au) or call us on 131 757.

**1** I am submitting this application(s) for a remote pilot licence on behalf of the following persons. I declare those persons have (a) passed a **theory** component of an RePL training course and (b) successfully completed a RePL training course in the manual or automated operation of a category of RPA that he or she proposes to operate. They also have at least 5 hours experience in operating an RPA under standard RPA operating conditions.

I declare each applicant has authorised me to make the application on their behalf and that they are aware of the terms of the details of the application. They have also authorised me to receive personal information about them from CASA. I declare that the information provided in this application form is true and correct. I am aware that giving false or misleading information to CASA in this application is an offence under Part 7.4 of the *Criminal Code Act 1995*.

**All fields are mandatory.**

Course Number	ARN	Surname	Given Name	Category	Weight Class	RPA Type (specify name & weight)

**2**

What is your organisation's name?	What is your training organisation's ARN?	What is the RPA operator's certificate (ReOC) number?	What are the details of the Chief Remote Pilot?
			First given name
			Family name/ Surname
			ARN

**3**

**Signature - Chief Remote Pilot**



**Date**

/ /



Organisation's  
ARN

### Application Fees

**Fee Code:** 17.5R..... **Cost: \$40 each**

**Description:** Licence of person as a RePL initial issue – processing and consideration of application (Number of applicants applying)

**Fee Code:** 17.5L..... **Cost: \$25 each**

**Description:** Licence of a person as a RePL Reissue – processing and consideration of application (Number of applicants applying)

Submit both the Payment Authorisation and Application Form:

By email – Attach this form and all supporting documents.  
Send them to **applications@casa.gov.au**

By post – return this form and all supporting documents to:  
**CASA Client Services Centre  
GPO Box 2005  
Canberra ACT 2601**

### Payment Options

#### Option 1 (CASA preferred option)

I have made an **online** payment.....

Receipt No:

### Option 2

I hereby authorise the Civil Aviation Safety Authority to **debit** the following amount from my:

Mastercard	Card Number		
Visa			
Cardholder name (please print)		Expiry (MM/YY)	/
Total	Signature	Date (DD/MM/YYYY)	/ /
\$			

**Receipt Options** Applicant **or** Third party (Provide details below)

#### Details of Third Party

ARN (Third Party) if applicable Email

Individual's or Organisation's Full Name Preferred contact number