Australian Government
Civil Aviation Safety Authority

Application
Certificate of Validation (CoV) on basis of foreign civil qualifications

CASR 61.290

This form is now available online

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OR

Download this form before you begin

Please download and complete with Adobe Acrobat. If you are 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 authorisation to fly an Australian-registered aircraft either in Australia or overseas. A CoV is a short-term authorisation, valid for a period of up to 12 months (unless renewed). It is tailored to the specific operation(s) to be undertaken.

You must provide detailed information about the reasons for requiring the CoV in questions 16-17 of this form, including an end date for the operation. This will become the validity period that will be placed on the CoV.

Who is this form for?

This form is for holders of a foreign flight crew licence granted by the National Aviation Authority of an International Civil Aviation Organization (ICAO) Contracting State.

Information needed to complete this form

Certified/notarised copies of documents must be submitted with this application. Certification of documents can only be made by a Notary Public or a CASA DAME in your home country. Alternatively, an Australian official at any Australian Embassy or High Commission can certify your documents as certified copies of the original documents. If you are in Australia, your documents can be certified by any of the persons identified by the Australian Attorney-General Department as authorised witnesses.

You must hold a current medical certificate of the relevant Class, issued by the same regulatory authority that issued your licence.

Refer to 61.300 of the Civil Aviation Safety Regulations 1998 (CASR)

If your operation requires use of an Instrument rating, you will need to provide evidence of your last proficiency check, details of the privileges you hold for instrument approaches and category ratings (e.g.: multi-engine aeroplane, single-engine helicopter).

You are required to hold at least a current ICAO level 4 aviation english language proficiency (AELP) assessment.

CASA cannot finalise your application unless notified that you have completed an aviation security status check and it is not adverse or qualified.

You must provide the Civil Aviation Authority, in the country of licence issue, with the authority they require to release your information to CASA. We will contact the relevant authority to verify your licence.

If CASA does not have a photo of you that is less than 10 years old, you can check your photo and update in myCASA.

Aviation Reference Number (ARN)

An ARN is required to complete this form. If you do not have an ARN, apply now.

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 prior to lodging this form. You can do this by changing your details on the CASA website.

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.

For more information

Go to the CASA website or contact us.

Applicant

1 What are the **applicant** details?

Your contact details must be current. Update contact details via changing your details.

Full name

ARN

Phone number

Email address

2 Do you hold a current aviation security identification card (ASIC) or aviation identification (AVID)?
Refer to Aviation Transport Security Regulations 2005

No ☐ ➡ **Go to 3**

Yes ☐ Attach a certified copy
➡ **Go to 4**

Provide certified copy

3 Have you applied for an ASIC/AVID?

No ☐ You cannot submit this application until you have applied for an ASIC/AVID

Yes ☐ Your application will be placed on hold until either your AVID is issued by CASA or you supply a certified copy of your ASIC
➡ **Go to 4**

4 Have you completed an aviation english language proficiency (AELP) assessment?
Refer to CASR 61.160

Note: CASA does not recognise the 'english proficient' statement placed on FAA issued flight crew licences as this statement does not meet the ICAO Annex 1 requirements.

Yes ☐ I have completed an ICAO level 4, or higher, AELP assessment and the record is on my foreign licence

Yes ☐ I have completed an Australian ICAO AELP assessment

Provide assessment

5 Has any action been taken against you; or is any action in the process of being taken against you; or have you been refused the issue of any aviation related licence, certificate, rating or authority by an organisation?

☐ **No**

☐ **Yes**

6 Have you ever been refused the issue of a transport related licence or certificate (e.g. pilot licence, pilot certificate, drivers licence, boating licence)?

☐ **No**

☐ **Yes**

7 Do you have any criminal conviction or finding of guilt, which is less than ten years old, or any juvenile criminal conviction or finding of guilt, which is less than five years old?

Include all motor vehicle traffic-related convictions including those from overseas.

☐ **No**

☐ **Yes**

8 Is suspension or cancellation action pending in relation to any aviation licence you hold?

☐ **No**

☐ **Yes**

9 If you answered **yes** to any of **questions 5 to 8** above, you must provide details.

Include dates, actions, charges, convictions and imprisonment in Australia and overseas.

Refer to CASR 11.055 and Aviation Transport Security Regulations 2005, Regulations 6.55 and 6.59

Provide additional pages if required

Current overseas authorisation

10 What are the details of your **current overseas authorisation**?

Country of issue

Licence type

Licence number

Date of issue of licence (DD/MM/YYYY)

/ /

Date of expiry of licence (if applicable) (DD/MM/YYYY)

/ /

Date of expiry of medical certification (DD/MM/YYYY)

/ /

Current ratings

- ☐ Instrument
- ☐ Instructor

If other please specify:

11 What are the **aircraft class** or **type ratings** for the aircraft category you are authorised to fly on your overseas licence?

Refer to the latest edition of the "Prescription of Aircraft and Ratings" instrument for the aircraft type designator.

Aeroplane

- ☐ Single-engine class
- ☐ Multi-engine class
- ☐ Type rating

Helicopter

- ☐ Single-engine class
- ☐ Type rating

Powered-lift aircraft

- ☐ Type rating

12 Do you hold a separate **flight radio operators licence**?

- **No** ☐ ➡ **Go to 14**
- **Yes** ☐ ➡ **Go to 13**

13 What are the **flight radio operators licence** details?

Licence number

Date of issue of licence (DD/MM/YYYY)

/ /

Date of expiry (DD/MM/YYYY)

/ /

Type of certificate

14 What **type of certificate** are you applying for?

In accordance with regulations, CASA may only renew a **current CoV** or a CoV which **has expired less than 3 months under the following circumstances**:

- If the person has successfully passed the aeronautical knowledge examination for the flight crew licence under CASR Part 61 that is equivalent to the overseas flight crew licence to which this certificate relates; or
- CASA is satisfied that exceptional circumstances justify the renewal. Such circumstances would include there being no published standard in the Part 61 MOS for the examination for the licence or an emergency operational need exists, such as aerial firefighting operations.

Refer to CASR 61.325

- Private operations ☐ ➡ **Go to 15**
- Commercial operations ☐ ➡ **Go to 16**
- Renewal ☐ ➡ **Go to 18**

Private operations

15 What are the **private operations** details?

Category

- ☐ Aeroplane
- ☐ Helicopter
- ☐ Powered-lift

Type of operations you will be undertaking?

- ☐ Holiday flying

If other please specify

15 continued

Period CoV required

Date of flight (DD/MM/YYYY)

/ /

End date (DD/MM/YYYY)

/ /

➡ Go to 22

Commercial operations

16 What are the details of the **commercial operation** you are proposing to undertake?

Category

- ☐ Aeroplane
- ☐ Helicopter
- ☐ Powered-lift

Type of commercial operations

- ☐ Ferrying
- ☐ Flight operations
- ☐ Flight instruction
- ☐ Firefighting operations

If other please specify

Employer name

Start date (DD/MM/YYYY)

/ /

End date (DD/MM/YYYY)

/ /

Provide details of proposed operation(s)

Ferrying

17 **Ferrying**

- ☐ Ferrying of aircraft

Aircraft type

Organisation name

ARN

Date of flight (DD/MM/YYYY)

/ /

End date (DD/MM/YYYY)

/ /

Origin of flight

Destination of flight

Planned route

Renewal

18 What are the **renewal** details?

Category

- ☐ Aeroplane
- ☐ Helicopter
- ☐ Powered-lift

Date of expiry of CoV (DD/MM/YYYY)

/ /

19 Have you passed relevant aeronautical examination?

No ☐ ➡ Go to 20

Yes ☐ ➡ Go to 21

20 Provide details of exceptional circumstances

If your CoV **has expired by more than 3 months**, you may apply for a new CoV, rather then a renewal.

21 What are the **Australian postal address** details?

If you do not provide an address, your CoV will be posted to the address CASA has on file.

Unit/number

Street name/PO box

Suburb

State/territory

Postcode

Applicant checklist

22 Select all that apply:

- ☐ A certified copy of a valid and current overseas licence is attached
- ☐ A certified copy of a valid and current overseas medical certificate of the required class level issued by the SAME overseas regulatory authority that issued the licence is attached
- ☐ Certified copies of the last 3 months or last full 3-page openings (whichever is the lesser) of the current logbook are attached
- ☐ A certified copy of my ASIC or AVID is attached
- ☐ AELP assessment report is attached or I have confirmed I hold at least a current ICAO level 4 AELP assessment
- ☐ Photo has been updated on myCASA.
- ☐ Evidence for instrument rating is attached
- ☐ I have given the overseas issuing authority permission to verify details of my licence to CASA

If other please specify

This area has been intentionally left blank

Declaration

23 I declare:

- All statements in this application are true and correct.

I acknowledge by providing my details below and submitting this application:

- This satisfies the requirement for me to sign this application.
- I may commit an offence under the *Criminal Code Act 1995* if I make a false or misleading statement in my application.
- We may also use your licensing information in deidentified form for aviation safety research/analysis.

Privacy

Any personal information you provide to CASA, as part of this application, is protected by the *Privacy Act 1988.*

We will use the information provided to process this application and may also use it to conduct identity/security checks. Without your consent, we may not be able to process your application.

To meet our accountability obligations, we may disclose this information:

- to other government agencies or other national aviation authorities for certain purposes, and
- to comply with court orders and other legal requirements.

For more information about how we use, disclose and protect your personal information, see our privacy statement and privacy policy.

Fees

I accept if this application is withdrawn or refused by CASA, or if CASA is unable to assess this application because I have failed to provide the required information and/or documentation, I am liable to pay CASA fees for work conducted.

- I declare and acknowledge the above matters.
- I consent to CASA using my licensing information and other personal information for the above purposes.
- I have read CASA's privacy policy and I authorise CASA to use and disclose the information it collects for this application in accordance with that policy.

Full name

Date (DD/MM/YYYY)

/ /

Submitting this form to CASA

Choose one option only

By email – send this form with all supporting documents attached 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

Continue to payment page

ARN

Payment authorisation

24 Application fees

Select **only one** option below

- ☐ Issue of a CoV (private operations) – processing and consideration -
  Fee Code: 24.6 030.....**$150**
- ☐ Issue of a CoV (commercial operations) – processing and consideration -
  Fee Code: 24.6 031.....**$200**
- ☐ Issue of a CoV (renewed within 3 months of expiry) – processing and consideration-
  Fee Code: 24.6 006.....**$130**

Total: 0

25 Payment options

OPTION 1 Online payment

Make a secure payment online >

Online payments are more secure and also enable CASA to process your request faster.
To make a payment go to Secure payment gateway.
After making a payment, enter the online receipt number below.

Provide the online receipt number below;

OPTION 2 Credit card

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

☐ Mastercard ☐ Visa Total $ 0

Card number

Expiry (MM/YY) /

Cardholder name

Signature

Date (DD/MM/YYYY) / /

Receipt options ☐ Applicant **or** ☐ Third party (provide details below)

Details of third party

ARN (If applicable)

Email

Legal Entity/ Full name

Phone number