Australian Government
Civil Aviation Safety Authority

# Application

# Recognition and transfer CAR Part 5 qualifications

CASR 61, CASR 202

## This form is now available online

Use myCASA for reliable and secure form submissions and payments.

Go to **myCASA**

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 notify CASA of any *Civil Aviation Regulation* (CAR) Part 5 Australian domestic qualifications issued by entries or stamps in a log book (or by any other Instrument) that may be recognised and transferred onto your *Civil Aviation Safety Regulation* (CASR) Part 61 licence.

## Who is this form for?

This form is for current licence holders who have CAR Part 5 flight crew licence that they have yet to transfer to a Part 61 licence.

## Information needed to complete this form

If you are seeking to add additional permissions to your licence, you may need to provide evidence to support your request.

You must provide certified copies of documents as a part of this application. Each section of the form provides guidance on the evidence to be provided. For more information on certified copies and who can witness them, see the CASA website.

Some documents can be certified by the flight instructor conducting a flight review/endorsement or the flight examiner conducting a flight test. When certifying the documents, the following words should be used: 'This is a true copy of the original document, sighted by me [name], [signature], [date], [ARN]'

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** Are all of your **CAR Part 5 qualifications** contained on your CAR Part 5 licence?

**No** ☐ ➡ **Go to 4**

**Yes** ☐ ➡ **Go to 3**

## Declaration – no additional qualifications

**3** I declare that all my current CAR Part 5 qualifications are contained on my current CAR Part 5 pilot licence, therefore I do not require additional qualifications to be included on my CASR Part 61 licence.

Full name

Date (DD/MM/YYYY)

/ /

## Submitting this form to CASA

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**

If you completed this declaration, you have now completed the form **Recognition and transfer CAR Part 5 qualifications**.

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## Flight activity (FA) endorsements

**4** Do you have any **CASR Part 61 FA endorsements** you are qualified for?

**No** ☐ ➡ **Go to 7**

**Yes** ☐ ➡ **Go to 5**

**5** What are the current **CASR Part 61 FA endorsements** you are qualified for?

- ☐ Aerobatics
- ☐ Aerobatics (500ft AGL Lower Limit)
- ☐ Aerobatics (1000ft AGL Lower Limit)
- ☐ Aerobatics (1500ft AGL Lower Limit)
- ☐ Aerobatics (Unlimited)
- ☐ Formation (Aeroplane)
- ☐ Formation (Helicopter)
- ☐ Spinning.

**6** What **documentation** are you attaching to support these FA endorsements?

- ☐ Certified copies of log book pages showing entries made for the purpose of recording the training completed for the relevant FA
- ☐ Certified copies of log book pages with entries made for the purpose of recording the conduct of the relevant FA as pilot in command
- ☐ Certified copies of log book page showing the stamp/entry for a FA made under *CAR Part 5* which is the equivalent of the FA endorsement applied for under *CASR Part 61*
- ☐ Certified copies of any instrument issued by CASA authorising the conduct of the Flight activity current or expired.

📎 Provide certified copies

## Design feature endorsement

**7** Do you have any **CASR Part 61 design feature endorsements** you are qualified for?

**No** ☐ ➡ **Go to 10**

**Yes** ☐ ➡ **Go to 8**

**8** What are the **CASR Part 61 design feature endorsements** you are qualified for?

You must provide certified copies of logbook pages showing entries for an aircraft flown as well as training records for aircraft that has the design features applied for.

- ☐ Tailwheel undercarriage
- ☐ Pressurisation system
- ☐ Retractable undercarriage
- ☐ Floatplane
- ☐ Manual propeller pitch control
- ☐ Floating hull
- ☐ Gas turbine engine
- ☐ Ski landing gear
- ☐ Multi engine centreline thrust
- ☐ Float alighting gear.

**9** What **documentation** are you attaching to support these design feature endorsements?

- ☐ Certified copies of logbook pages showing entries for an aircraft flown that has the design features applied for
- ☐ Certified copy of training records for an aircraft with design features applied for.

📎 Provide certified copies

## Operational ratings

**10** Do you have any **CASR Part 61 operational ratings – excluding Flight Instructor**?

**No** ☐ ➡ **Go to 13**

**Yes** ☐ ➡ **Go to 11**

## 11 What are the **CASR Part 61 operational ratings** you are qualified for?

- The following operational ratings are not listed on this form as they will be transferred automatically onto your Part 61 licence with the appropriate endorsements:
  - Instrument rating
  - Private instrument rating
  - Night VFR rating
  - Flight examiner rating
  - Simulator instructor rating
  - Night vision imaging system rating
  - Aerial application rating (see bullet 4)
  - Winching and rappelling are combined to become a single endorsement on the low level rating.
- Some endorsements for the flight instructor rating will transfer automatically, however additional action will be required for specific training endorsements (see sections 13-15).
- The low level rating is a new rating introduced under *CASR Part 61*. If applying for an endorsement on a low level rating, such as sling operations, the rating is automatically granted.
- The CASR Part 61 aerial application rating has replaced the CAR Part 5 aerial agricultural rating and now includes firefighting as an endorsement on that rating. You will need to submit form 61-2FF transition of pilots authorised to conduct firefighting operations.
- There is no low level rating under *CAR Part 5*. However, low level activities such as stock mustering, power-line inspection, fish spotting etc, could be conducted under the authority of an Instrument issued directly to an individual or indirectly under an operator's approval. If you can provide evidence of the conduct of these activities you may be eligible for issue of a low level rating, with a category endorsement and/or additional endorsement(s), depending on the evidence provided.

**Low level rating**

Category endorsements

- ☐ Aeroplane low-level
- ☐ Helicopter low-level

Additional endorsements

- ☐ Aerial mustering-aeroplane
- ☐ Aerial mustering-helicopter
- ☐ Aerial mustering-gyroplane
- ☐ Sling operations
- ☐ Winching and rappelling

## 12 What **documentation** are you attaching to support these ratings endorsements?

- ☐ Certified copies of logbook pages showing entries evidencing conduct of the operations relating to the endorsement applied for
- ☐ Certified copy of any instrument issued to you directly
- ☐ Certified copy of an operator approval and any further evidence that you have been deemed competent and authorised under that approval to conduct the operation.

Provide certified copies

## 13 Do you have any **CASR Part 61 operational ratings – flight instructor**?

**No** ☐ ➡ **Go to 16**

**Yes** ☐ ➡ **Go to 14**

## 14 What are the **training endorsements** for the Flight Instructor rating that you are qualified for?

- Currently qualified instructors under *CAR Part 5* i.e. Grade 1, 2 and 3 will automatically transition with the same grade under *CASR Part 61*.
- Any additional Part 61 endorsements that reflect the privileges existing under *CAR Part 5* relevant to each grade will be automatically issued under *CASR Part 61*. For example, a Grade 1 will get instrument rating training and instructor rating training, as these are privileges that exist for that grade under *CAR Part 5*.
- Some training endorsements that you may be privileged to exercise under *CAR Part 5* will not be automatically transitioned due to lack of information in the current system. For example, aerobatic training is a log book entry. You will need to apply for these training endorsements below.
- You will need to apply for any endorsements that are not transferred automatically to preserve the full range of privileges you currently hold under *CAR Part 5*. You will need to apply for these endorsements below.
- For type rating training endorsement, you will need to have held a CAR 5.21 approval.

## 14 continued

- ☐ Sling operations
- ☐ Winching and rappelling
- ☐ Spinning
- ☐ Aerobatics
- ☐ Formation (aeroplane)
- ☐ Formation (helicopter)
- ☐ Night vision imaging system
- ☐ Low level rating
- ☐ Aerial application rating (day)
- ☐ Aerial application rating (night)
- ☐ Instructor rating
- ☐ Type rating:

## 15 What **documentation** are you attaching to support these flight instructor ratings endorsements?

- ☐ Certified copies of log book page showing the stamp/entry made by an approved person giving the privilege to conduct training for that endorsement e.g. Aerobatics
- ☐ Certified copies of logbook pages showing entries evidencing conduct of the operations relating to the training endorsement applied for
- ☐ Any other documentary evidence supporting your application for the training endorsement.

Provide certified copies

## Applicant checklist

## 16 Select all that apply:

- ☐ Photo has been updated on myCASA.
- ☐ Evidence for flight activity endorsements is attached
- ☐ Evidence for design feature endorsements is attached
- ☐ Evidence for operational ratings is attached
- ☐ Evidence for operational ratings – flight instructor is attached.

If other please specify:

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## Declaration

**17 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**

## Payment authorisation

ARN

### 18 Application fees

☐ Provision of a flight crew licence, except at CASA's initiative, that updates an earlier version of the licence (flight crew licensing - other/reprint flight crew licence)

**Fee Code: 24.3**.....**$25**

**Total:**

### 19 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 $

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