



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

CASR 61.290

## 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 (eg: multi-engine aeroplane, single-engine helicopter).

You are required to hold at least a current ICAO level 4 English Language Proficiency (ELP) assessment.

CASA cannot finalise your application unless notified that you have completed a background security 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.



**We recommend using Adobe Acrobat to complete this form to ensure your information is saved correctly**

## Filling in this form

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

- Adobe Reader is available free of charge from the [Adobe website](#)
- use 'tab' or 'mouse click' to navigate through the form
- 'mouse click' on the '➡ **Go to**' button to skip to the question

If **printing** this form:

- use black or blue pen and print in BLOCK LETTERS
- mark check boxes with a ✓ or a ✗
- if you see '➡ **Go to**' go to the question number shown, you do not need to answer the questions in between

## Aviation Reference Number (ARN)

An ARN is an identifier that is similar to an account or customer number. You will need an ARN to complete this form.

If you do not have an ARN, [apply for an ARN](#).

## Contact details

CASA will use the currently held contact and applicant details based on your ARN to process 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

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 Privacy Policy](#).

## For more information

Go to the [CASA website](#) or call us on 131 757.

## Applicant

### 1 What are the **applicant** details?

If your address, contact or other details have changed, you must update them using [changing your details](#).

Full name

ARN

Contact 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**

**Yes** Attach a certified copy



**Attach 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

### 4 Have you completed an English Language Proficiency (ELP) assessment?

Refer to CASR 61.160

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

**Yes** I have completed an Australian ICAO ELP assessment



**Attach 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 (eg. 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



**Attach 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

### 12 Do you hold a separate **Flight Radio Operators Licence**?

No

Yes

### 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

Commercial operations

Renewal

## Private operations

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

#### Category

Aeroplane

Helicopter

**Type of operations** you will be undertaking?

Holiday flying

If other please specify

#### Period CoV required

Date of flight (DD/MM/YYYY)

/ /

End date (DD/MM/YYYY)

/ /

## Commercial operations

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

**Category**

Aeroplane

Helicopter

**Type of commercial operations**

Ferrying

Charter

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

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

/ /

---

**19** Have you passed relevant aeronautical examination?

**No**

**Yes**

---

**20** Provide details of exceptional circumstances

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

ELP assessment report or I have confirmed I hold at least a current ICAO level 4 ELP assessment is attached

Form 61-9PIC including a current photo, if not previously submitted or CASA has a photo that is more than 10 years old is attached

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

## Applicant declaration

### 23 I declare that:

- All statements in this application are true and correct in every particular and that 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 accept that failure to provide up to date details to CASA could result in additional processing fees being charged for this application under Civil Aviation (Fees) Regulations 1995.
- I consent to CASA using and disclosing my personal information in accordance with [CASA Privacy Policy](#) including exchanging the information with Commonwealth, State and Territory government agencies.
- 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 have attached all required documentation specified in the applicant checklist.
- I acknowledge that to knowingly make a false or misleading statement is an offence against the [Criminal Code Act 1995 \(Cth\)](#).

Full name

Date (DD/MM/YYYY)

/ /

### Application fees

Please select the required fees in this application, the total will be automatically tallied below.

**Fee code:** 24.6 030..... **Total: \$ 150**

**Description:** Issue of a CoV (private operations) – processing and consideration.

**Fee code:** 24.6 031..... **Total: \$ 200**

**Description:** Issue of a CoV (commercial operations) – processing and consideration.

**Fee code:** 24.6 006..... **Total: \$ 130**

**Description:** Issue of a CoV (renewed within 3 months of expiry) – processing and consideration.

Total

\$

### Payment options

#### Option 1 (CASA preferred option)

Make an online payment.

Choose the service category then 'Add', select the service you are making the payment for, enter your ARN and family name/surname.

Provide the online receipt number below

Submit both the Payment Authorisation and Application:



By email – attach this form and all supporting documents. Send them to [applications@casa.gov.au](mailto:applications@casa.gov.au)



By post – return this form and all supporting documents to:

**CASA Client Services Centre  
GPO Box 2005  
Canberra ACT 2601**

#### Option 2

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

Card number

Mastercard

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 (if applicable)

Email

Legal entity/full name

Contact number