



Purpose of this form

Use this form to apply for an Australian Aeroplane or Helicopter licence on the basis of your Australian Defence Force qualifications.

Who is this form for?

This form is for Australian Defence Force pilots who have graduated a recognised ADF course (As specified in the flight crew licence manual) and are deemed to be qualified for the issue of an Australian Private or Commercial pilot's licence without undertaking any further training. They must, however, meet the minimum aeronautical experience requirements set out in the CASRs for the licence sought.

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

Information needed to complete this form

- For currently serving ADF personnel, confirmation of your aeronautical experience must be signed by your Commanding Officer and submitted with this application. If your Commanding Officer is unable to confirm your experience, this can be completed by the Aircrew Training- Air Force Headquarters.
- For former members of the ADF, you must have your aeronautical experience confirmed by the Aircrew Training- Air Force Headquarters.
- To qualify for a CASA private or commercial pilot licence, you must have completed specific courses. These courses are identified in the question 24. To qualify for a flight instructor rating you must have completed the appropriate course, identified in question 27 under Flight Instructor Rating section.
- You must include a certified true copy of specific pages of your logbook that provide evidence of your qualifications. The pages required include the Certificate of Qualifications as a Pilot (aircraft type endorsement, initial and postgraduate flying qualifications, competencies and renewals). You must also include the last 3 full page openings of your logbook.
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- You must meet security requirements before being issued a flight crew licence. Refer to the ASICs and AVIDs webpage for details. Note: A CASA Flight Crew Licence cannot be issued until you have been issued with an ASIC or AVID.
- CASA must ensure an applicant is a fit and proper person before issuing a permission. Therefore, the information requested in this form is still required, even if you hold a valid ASIC or AVID.
- If CASA does not have a photo of you that is less than 10 years old, you **must** also submit Form 61-9PIC.
- For any licence level, category, operational ratings, flight activity endorsements and design features that you are applying, you must meet the relative aeronautical experience, be competent and rated on them and need to be confirmed and signed by the Commanding Officer or Aircrew Training- Air Force Headquarters on relative questions below.

Filling in this form

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

- Mark boxes like this with a ✓ or a ✘
- Where you see a box like this
Skip to the question number shown.
You do not need to answer the questions in between.

If printing this form:

- Please use black or blue pen.
- Print in BLOCK LETTERS.

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)

For more information

Go to www.casa.gov.au or call us on 131 757.

1 Your Aviation Reference Number

2 Your name

Family name/ Surname

First given name

3 Your date of birth

DD MM YYYY
/ /

4 Qualification details

PM Keys

Branch of service Graduated

RAAF

Navy

Army

Date graduated pilots/ FEL course (DD/MM/YYYY)

/ /

Date Graduated OFT/IFC/ROBC/LFT (DD/MM/YYYY)

/ /

5 Application type

Issue of flight crew licence with or without operational ratings and/or endorsements

Go to next question

Questions 6-16, 20-29 and payment authorisation are mandatory and complete questions 17-19 as applicable for the qualifications being sought

Issue of additional operational ratings and/or endorsements on existing licence

Questions 20-29 and payment authorisation are mandatory and complete questions 16-19 as applicable for the qualifications being sought

6 Do you hold a current Aviation Security Identification Card (ASIC) or Aviation Identification (AVID)?

Refer to Aviation Transport Security Regulations 2005

No Go to next question

Yes Attach a certified true copy if not issued by CASA

7 Have you submitted an ASIC/AVID application form?

No Your application will be placed on hold until the ASIC/AVID is issued by CASA or certified true copy is received

Yes Go to next question

8 Has a valid ICAO Level 4, or higher, aviation English language proficiency assessment report previously been submitted to CASA for you?

Refer to CASR 61.160

No Go to next question

Yes

9 Have you attached your aviation English language proficiency assessment report?

No Your application will be placed on hold until an ELP assessment is received by CASA

Yes Go to next question

10 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

11 Have you ever been refused the issue of a transport related licence or certificate? (eg. Pilot's licence, pilot certificate, drivers licence, boating licence)

No

Yes

12 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?

Note: You should also include all motor vehicle traffic-related convictions including those from overseas.

No

Yes

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

No

Yes

If you answered **yes** to **any** of questions **10** to **13** above, you must provide details. Include dates, actions, charges, convictions and imprisonment in Australia and Overseas. If you have concerns regarding privacy issues, please discuss your options with your flying school. (attach a separate page if necessary)

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

14 What is the level of licence you are applying for?

Private Pilot

Commercial Pilot

Flight Engineer

15 What is the category of licence you are applying for?

Aeroplane

Helicopter

Other

16 What are the Aircraft Class or Type Ratings you are applying for?

Specify Category Types: Refer to the latest edition of the “Prescription of Aircraft and Ratings” instrument for the aircraft type designator.

Single Engine Aeroplane Class

Multi Engine Aeroplane Class

Type Rating Aeroplane

Single Engine Helicopter Class

Type Rating Helicopter

Other Class - Specify Class

Other Type Rating

17 What are the Operational Ratings you are applying for?

Instrument Rating

Aeroplane

or

Helicopter

Single Engine

or

Multi Engine

and

IAP 2D

or

IAP 3D

Night Vision Imaging System Rating

Grade 1 Endorsement

or

Grade 2 Endorsement

17 continued

Low Level Rating

Aeroplane

or

Helicopter

Sling

Winch

Night VFR Rating

Single Engine Aeroplane

or

Multi Engine Aeroplane

or

Helicopter

Instructor Rating

- Refer to table 61.1235 and list the training endorsement you are applying for:

18 What are the flight activity endorsements you are applying for?

Spinning

Aerobatics

Aerobatics (500ft AGL Lower Limit)

Aerobatics (1000ft AGL Lower Limit)

Aerobatics (1500ft AGL Lower Limit)

Aerobatics (Unlimited)

Formation Aerobatics

Formation (Aeroplane)

Formation (Helicopter)

19 What are the design features you are applying for?

Tailwheel Undercarriage

Retractable Undercarriage

Manual Propeller Pitch Control

Gas Turbine Engine

Pressurisation System

Floatplane

Floating Hull

Ski Landing Gear

Float Alighting Gear

20 Applicant checklist

Following documents have been attached:

A **certified** copy of service logbook(s) pages attached showing **Certificate of Qualifications as a Pilot** (aircraft type endorsement, initial and postgraduate flying qualifications, competencies and renewals) and last 3 full page openings. (Army pilots may use the Army's Excalibur Electronic System (PEX) to record their flight times)

A **certified** copy of course Graduation certificates attached (eg BFTS, 2FTS, SAA, CFS)

A **certified** true copy of my ASIC or AVID, if applicable.

English Language Proficiency Assessment report or I have confirmed I hold at least a current ICAO level 4 English Language Proficiency Assessment.

Form 61-9TX is attached, if applicable

Form 61-9PIC including a current photo if not previously submitted.

21 Applicant's 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 and I do not suffer from any disability that is likely to affect my technical skill or judgement. 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 Privacy Policy](#)). I have attached all required documentation specified in the applicant checklist and acknowledge that to knowingly make a false or misleading statement is an offence against the Criminal Code Act 1995 (Cth).

Name

Signature



Date (DD/MM/YYYY)

/ /



22 ADF Commanding Officer Certification

Tick or initial, as directed, **all relevant** boxes below applicable to the applicant that confirms the applicant's defence aviation experience meets CASA's minimum aeronautical experience for the licence sought.

Note the following:

- Captain is equivalent to Pilot in Command (PIC) (column 8 of RAAF & RAN logbooks)
- 1st Pilot is equivalent to Pilot in Command Under Supervision (ICUS) (column 1)
- 2nd Pilot is equivalent to Co-Pilot (column 2)
- 1st Pilot hours do not count towards PIC hours unless matching hours are also inserted in the Captain column (8).

23 What are the courses completed by the applicant?

Tick to confirm all courses completed. For Regimental Officer Basic Course (ROBC), the flying component **must** be completed

- BFTS (RAAF/Navy/Army)
- 2FTS (RAAF)
- 2FTS (Navy)
- BFTS (Army)
- AFTC (H)
- AFTC (A)
- ADFHS
- AHS (HQC)
- 2FTS with completion of OFT or IFC
- 2FTS with completion of LFT
- SAA (R/W) with completion of ROBC
- SAA(F/W) with completion of OFT or ROBC
- AFTC (H) with completion of OFT, LFT or ROBC
- AFTC(A) with completion of OFT, LFT or ROBC
- ADFHS with completion of OFT, LFT or ROBC
- SAA (R/W) with completion of OFT, LFT or ROBC
- All ADF flight engineering courses

24 Aeronautical Experience

Proficient in the use of a **Flight Radio**

Private Pilot Aeroplane Licence

Initial to confirm all required hours met.

Type of Experience Required	Minimum hours required	Hours Confirmed
Total Aeronautical Experience (includes on all categories)	40	
Total Flight Time as a Pilot (on all categories)	35	
Total Flight Time as Pilot of an Aeroplane	20	
Total Solo Flight Time in an Aeroplane	10	
Total Solo Cross-Country Flight Time in an Aeroplane	5	
Total Dual Instrument Time (on all categories)	2	
Total Dual Instrument Flight Time in an Aeroplane	1	

Private Pilot Helicopter Licence

Initial to confirm all required hours met.

Type of Experience Required	Minimum hours required	Hours Confirmed
Total Aeronautical Experience (includes on all categories)	40	
Total Flight Time as a Pilot (on all categories)	35	
Total Flight Time as Pilot of a Helicopter	30	
Total Solo Flight Time in a Helicopter	10	
Total Solo Cross-Country Flight Time in a Helicopter	5	



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Commercial Pilot Aeroplane Licence

Initial to confirm all required hours met.

Type of Experience Required	Minimum hours required	Hours Confirmed
Total Aeronautical Experience (includes on all categories)	200	
Total Flight Time as a Pilot (on all categories)	190	
Total Pilot in Command in an Aeroplane	100	
Total Cross-Country Pilot in Command Flight Time in an Aeroplane	20	
Total Instrument Time (on all categories)	10	
Total Instrument Flight Time in an Aeroplane	5	

Commercial Pilot Helicopter Licence

Initial to confirm all required hours met.

Type of Experience Required	Minimum hours required	Hours Confirmed
Total Aeronautical Experience (includes on all categories)	150	
Total Flight Time as Pilot (on all categories)	140	
Total Flight Time as Pilot in a Helicopter	70	
Total Flight Time as Pilot in Command of a Helicopter	35	
Total Cross-Country Flight Time as Pilot in Command of a Helicopter	10	

25 Aircraft Class or Type Ratings

Tick to confirm the equivalent class or type ratings held by the applicant.

Specify Category Types: Refer to the latest edition of the “Prescription of Aircraft and Ratings” instrument for the aircraft type designator.

- Single Engine Aeroplane Class
- Multi Engine Aeroplane Class
- Type Rating Aeroplane

- Single Engine Helicopter Class
- Type Rating Helicopter

- Other Class - Specify Class

- Other Type Rating

26 Operational Ratings

Initial to confirm the applicant meets the required aeronautical experience and competency for the operational ratings being sought. Note, for instrument rating actual hours must be entered.

NVFR

Type of Experience Required	Minimum hours required	Hours Confirmed
Aeronautical experience at night in an aircraft (flight or sim)	10	
Dual cross country flight time at night under the VFR in an aircraft	5	



26 continued

Single Engine Aeroplane Endorsement:

Aeronautical experience at night in an aeroplane (flight or sim)	5
Dual flight (included in the 5 hours aeronautical experience)	1
Solo night circuits (included in the 5 hours aeronautical experience)	1
Dual instrument time	3

Multi Engine (ME) Aeroplane Endorsement:

Aeronautical experience at night in a ME aeroplane (flight or sim)	5
Dual flight (included in the 5 hours aeronautical experience)	1
Solo night circuits (included in the 5 hours aeronautical experience)	1
Dual instrument time	3

Helicopter Night VFR Endorsement:

Aeronautical experience at night in a helicopter (flight or sim)	5
Dual flight (included in the 5 hours aeronautical experience)	3
Solo night circuits (included in the 5 hours aeronautical experience)	1
Dual instrument time (flight or sim)	3

Low Level

Type of Experience Required	Minimum hours required	Hours Confirmed
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Aeroplane Low Level Endorsement:

Dual flight training in Low Level operations	5
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Helicopter Low Level Endorsement:

Dual flight training in Low Level operations	5
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Night Vision Imaging System Rating

A Grade 1 NVIS Rating cannot be issued until an Instrument Rating has been issued. This will be after the aeronautical exam and flight test have been successfully completed.

Type of Experience Required	Minimum hours required	Hours Confirmed
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Grade 1 Endorsement:

Flight time in a helicopter	250
Dual flight using night vision goggles	5
Flight time as pilot in command night helicopter	20
Instrument time	20
Dual instrument flight time helicopter (included in the instrument time)	5



26 continued

Grade 2 Endorsement:

Flight time in a helicopter	250
Dual flight using night vision goggles	5
Flight time as pilot in command night helicopter	20
Instrument time	20
Dual instrument flight time helicopter (included in the instrument time)	5

Flight Instructor Rating

Tick to confirm the applicant meets the requirements.

Note: Certified true copies of logbook pages with these details must be attached to this application

Note: Under CASR 61.150(8), a flight instructor rating can only be granted by CASA after a successful flight test. Form 61-2ADF must be completed and submitted to CASA for issue of the rating.

The applicant has graduated from:

- CFS (fixed wing for flight instructor training)
- Oakey (rotary for flight instructor training)
- the applicant holds a QFI

Instrument Rating

You must enter actual hours below

Note: For Night Experience requirements check Table CASR 61.890 for specific category requirements.

Note: Under CASR 61.150(8), an instrument rating can only be granted by CASA after a successful flight test. Form 61-2ADF must be completed and submitted to CASA for issue of the rating.

PIC Cross-Country Flight Time on relevant category
(not less than 50 hours)

Total (flight and simulated) Instrument Time on relevant category
(not less than 40 hours)

Complete ONLY Section 1 or Section 2

Section 1

Dual Instrument Time (not less than **10** hours)

Instrument Flight Time (not less than **20** hours)

Section 2

Applies only if you have logged Simulated Instrument Time completed in an approved Flight Simulator and ALL that time was supervised by a pilot instructor who held an Instrument Rating Training endorsement.

Dual Instrument Time (not less than **10** hours)

Instrument Flight Time (not less than **10** hours)



26 continued

Design Features

Tick the design features where the applicant is competent.

- Tailwheel Undercarriage
- Retractable Undercarriage
- Manual Propeller Pitch Control
- Gas Turbine Engine
- Pressurisation System
- Floatplane
- Floating Hull
- Ski Landing Gear
- Float Alighting Gear

27 Flight Engineer Licence

Tick to confirm applicant meets requirements.

Note: Aircraft that qualify include P-3 Orion, B707 and C-130 Hercules (with the exception of the J-model)
 Aircraft that DO NOT qualify include DHC4 Caribou, C-17, Boeing BBJ, Falcon 900, HS 748, BAC1-11

Applicant holds, or has held a Defence Force of Australia flight engineer qualification that authorises, or authorised, the person to perform the duties of a flight engineer without supervision in an aircraft that has a flight deck design that includes a **dedicated flight engineer duty station** (it is expected an ADF FE to have passed a Basic Flight Engineer exam similar to that of a civilian Student Flight Engineer exam as outlined in the FCL Procedures Manual – can be viewed on CASA website).

Applicant
ARN

Application Fees

Fee Code: 24.6 003 **Cost: \$60**
Description: Issue of a Private Pilot Licence (includes all ratings/endorsements if applicable – processing and consideration)

Fee Code: 24.6 004 **Cost: \$80**
Description: Issue of a Commercial Pilot Licence (includes all ratings/endorsements if applicable – processing and consideration)

Fee Code: 24.6 007 **Cost: \$100**
Description: Issue of a Flight Engineer Licence (includes all ratings/endorsements if applicable – processing and consideration)

Fee Code: 24.6 014 **Cost: \$50**
Description: Issue of an operational rating (without a licence application) – processing and consideration

Fee Code: 24.6 017 **Cost: \$50**
Description: Issue of design features, flight activities (without a licence application) – processing and consideration

Fee Code: 24.6 012 **Cost: \$50**
Description: Issue of aircraft class/type (without a licence application) – processing and consideration

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	/
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

CASA accepts Purchase Orders if you hold line of credit with CASA.