



IMPORTANT INFORMATION

- 1: If the licence holder does not *currently* have a CASR Part 61 licence document, they **must** submit [Form 61-9TX](#). Refer to the form for further information. If CASA does not have a photo of the licence holder that is less than 10 years old, they must also submit [Form 61-9PIC](#).
- 2: The issue of the first CASR Part 61 licence is free of charge. If the licence holder wishes for a subsequent reprint of their licence, they must complete and submit [Form 61-9R](#).
- 3: This form is to be used to notify CASA of the completion of a proficiency check for any operational rating under CASR Part 61.
- 4: This form can be **completed electronically and saved locally** to your computer. Once the licence holder's ARN has been entered into the first page, it will automatically update in the ARN fields on subsequent pages. CASA recommends that you complete as much of the form electronically as possible. **Fields and sections marked with an * are mandatory.**

Licence Holder Details as per Birth Certificate / Passport:

Title:* _____
 Family Name:* _____
 Given Names:* _____
 Date of Birth:* _____

Licence Holder ARN:*

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Privacy Statement: 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 the *Civil Aviation Act 1988*, the *Airspace Act 2007*, the *Aviation Transport Security Act 2004* or the regulations made under those Acts. For full details on how CASA collects, protects and uses personal information, please refer to [CASA's Privacy Policy](#).

Does the pilot already hold a CASR Part 61 licence document?

- Yes – if a licence reprint is required, please submit [Form 61-9R](#)
- No – a CASR Part 61 licence document will be sent to the pilot as a result of this notification. The pilot must submit [Form 61-9TX](#) with this form. The pilot may also need to submit [Form 61-9PIC](#).

Is this form being submitted with another application/notification?

- Yes Please specify: _____
- No

Section A: Proficiency Check *

Date of successful Proficiency Check: ____ / ____ / ____ (dd/mm/yy)

A1: Operational Rating Requiring Proficiency Check:

<input type="checkbox"/> Instrument Rating – CoPilot Only	<input type="checkbox"/> Night Vision Imaging System Rating	<input type="checkbox"/> Aerial Application Rating
<input type="checkbox"/> Instrument Rating	<input type="checkbox"/> Flight Instructor Rating	<input type="checkbox"/> Simulator Instructor Rating

A2: Category of Aircraft / Class or Type

<input type="checkbox"/> Aeroplane <input type="checkbox"/> Simulator		<input type="checkbox"/> Helicopter <input type="checkbox"/> Simulator	
<input type="checkbox"/> Single Engine Class		<input type="checkbox"/> Single Engine Class	
<input type="checkbox"/> Multi Engine Class		<input type="checkbox"/> Type Rating*:	
<input type="checkbox"/> Type Rating*:			

* Use type designator from the "Prescribed aircraft, ratings and variants for CASR Part 61 Instrument 2014".

Aircraft Make/Model:

Aircraft Registration: **VH-**

Simulator ID Number:

**Notification of a Proficiency Check for a CASR
Part 61 Operational Rating**

ARN:

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A3: Flight Review

Has a Flight Review for the applicable category class or type been entered on the licence as a result of this proficiency check? Yes No

Section B: Declaration of Flight Examiner *

<input type="checkbox"/> Flight Test page attached											
Signature of Person	Date ____ / ____ / ____	Printed Name	ARN Person <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>								

Submit to CASA by:

- Email: clarc@casa.gov.au
- Mail: CASA Licensing and Registration Centre
CASA
GPO Box 2005
CANBERRA ACT 2601