



SECTION:	LICENSING FORMS	LIF-ATC-005
TITLE:	APPLICATION FOR AIR TRAFFIC CONTROL LICENCE ENDORSEMENT	

INSTRUCTION:

Please complete this form, either electronically / type written or, write in Block Capitals using black or dark blue ink. Fill in the full name as it is shown in the passport. Put a tick (✓) in the box for the appropriate option to choose. Failure to sign the form or to fill out the boxes and sections with correct information may result in delay or rejection of your application

PART – 1 - APPLICANT DETAILS

Name: _____		Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female	
Date of birth: _____		Age: _____	
Licence No.: _____		ID Card/Passport No.: _____	
Nationality: _____		Name of Employer: _____	
Address: _____		Mobile Number (s): _____	
Email Address: _____		_____	

PART – 2 - DOCUMENTS CHECKLIST / ATTACHEMENTS
(Please enclose the following documents in support of this application)

S. No.	Required Documents (On Job Training Permit Application)	Submitted (For CAMA Use Only)
1-	Request letter from employer or TO	<input type="checkbox"/>
2-	Copy of type OJTI course completion certificate.	<input type="checkbox"/>
3-	Copy of evidence of at least: - Four years full time operational ATC experience in the rating for which instruction will be conducted. (First issue) - One-year full time operational ATC experience in the rating for which instruction will be conducted for the same unit (For ATCO who had hold OJTI endorsement on other ATC unit/state).	<input type="checkbox"/>
4-	Copy of current ATC license	<input type="checkbox"/>
5-	Copy of current medical certificate	<input type="checkbox"/>
6-	Copy of evidence of having met Minimum Experience Requirements (MER)	<input type="checkbox"/>
7-	Copy of evidence of a current Certificates of Competence (CoC) held for at least one year, for the sectors and operational positions for which instruction will be conducted.	<input type="checkbox"/>
8-	Copy of national ID or passport	<input type="checkbox"/>
9-	Copy of evidence of completion of unit-specific training on the conduct of the Approved Unit Training Plan (AUTP) if applicable.	<input type="checkbox"/>
10-	Copy of English Language Proficiency (ELP) certificate / result from approved TO	<input type="checkbox"/>
11-	Colour passport size photo with uniform & blue background	<input type="checkbox"/>
12-	Other (Specify if any): _____	
S. No.	Required Documents (ATC Instructor Endorsement Application)	Submitted (For CAMA Use Only)
1-	Request letter from employer including statement from ATC Unit Manger that applicant is competent to conduct classroom instruction.	<input type="checkbox"/>
2-	Copy of instructional techniques course completion certificate.	<input type="checkbox"/>
3-	Other (Specify if any): _____	



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S. No.	Required Documents (Local Competency Examiner Endorsement Application)	Submitted (For CAMA Use Only)
1-	Request letter from employer or TO	<input type="checkbox"/>
2-	Copy of ATC licence, ratings and medical certificate.	<input type="checkbox"/>
3-	Copy of evidence of at least: - Five years full time operational ATC experience in the rating for which instruction will be conducted. (First issue) - Two years full time operational ATC experience in the rating for which instruction will be conducted for the same unit (For ATCO who had hold OJTI endorsement on other ATC unit/state).	<input type="checkbox"/>
4-	Copy of evidence of a current Certificates of Competence held for at least 2 years, for the sectors and operational positions for which examinations will be conducted.	<input type="checkbox"/>
5-	Copy of approved examiner course completion certificate.	<input type="checkbox"/>
6-	Copy of evidence that applicant has conducted at least 2 Certificates of Competence renewal examinations under the supervision of an ATC	<input type="checkbox"/>
7-	Other (Specify if any): _____	

S. No.	Required Documents (Air Traffic Examiner Endorsement Application)	Submitted (For CAMA Use Only)
1-	Request letter from employer or TO	<input type="checkbox"/>
2-	Copy of ATC licence, ratings and medical certificate.	<input type="checkbox"/>
3-	Copy of evidence of at least 5 years full time operational ATC experience in the rating for which instruction will be conducted.	<input type="checkbox"/>
4-	Copy of evidence of current Certificates of Competence held for the sectors and operational positions for which examinations will be	<input type="checkbox"/>
5-	Copy of approved examiner course completion certificate.	<input type="checkbox"/>
6-	Copy of evidence that applicant has conducted at least 2 initial or subsequent Certificates of Competence examinations under the supervision of an ATC examiner.	<input type="checkbox"/>
7-	Other (Specify if any): _____	

S. No.	Required Documents (Rating Examiner Endorsement Application)	Submitted (For CAMA Use Only)
1-	Request letter from employer or TO	<input type="checkbox"/>
2-	Copy of ATC licence, ratings and medical certificate.	<input type="checkbox"/>
3-	Other (Specify if any): _____	

PART – 3 - MEDICAL DETAILS

Medical Certificate No: _____ Class: _____ Expiry Date: _____

Has your medical certificate ever been refused, downgraded, issued with a waiver, or issued with a limitation (except for use and carriage of glasses)? Yes No (If so, please submit details in separate sheet)

Has your license ever been suspended or revoked? Yes No (If so, please submit details in separate sheet)

PART – 4 - APPLICATION DETAILS

Request Endorsement Privileges

Current Rating(s): ADC APCH APCH (R) ACC

Endorsement: OJT Instructor E ATS Instructor E Local Competency Examiner
 Air Traffic Control Examiner
 Rating Examiner

