

Application for the issue of a Student Air Traffic Controller Licence or the inclusion of Additional Ratings to the licence (EASA L63, ANNEX I, PART ATCO).

Please complete this form electronically then print, sign and submit to PEL Office.
Alternatively, print, then complete in BLOCK CAPITALS using black or dark blue ink and submit to PEL Office.
Please read the attached guidance notes before completing the form.

FALSE REPRESENTATION STATEMENT

It is an offence under regulation 84.(c)(1) of the Civil Aviation (Safety) Regulations, 2017 to make false representation for procuring for him/herself or another person, a grant, an issue, a renewal or a variation of a certificate, licence, approval, permission, exemption, authorisation or any other document. Under regulation 99.(4), any person who commits an offence shall be liable to imprisonment not exceeding two years or to a fine of SR200,000.00 or both.

1. APPLICATION FOR (Complete sections indicated in brackets)

- Issue of a NEW Student Air Traffic Controller Licence (Sections 2, 3,5 and 6)
 Inclusion of an Additional Rating to a Student Air Traffic Controller Licence (Sections 2, 4, 5 and 6)

2. PERSONAL DETAILS (To be completed by applicant as shown on passport)

Student Licence Number

Title: Surname: Forename(s):

Date of Birth (dd/mm/yyyy): Nationality:

Place of Birth: Country of Birth:

Permanent Address:

 Country:

Telephone Numbers: Home: Office: Mobile:

Email:

Unit Address:

ICAO Location Indicator:

3. ISSUE OF A STUDENT AIR TRAFFIC CONTROLLER LICENCE (To be completed by applicant)

(Please provide details of the SCAA Approved Air Traffic Controller Training Course completed)

Rating..... Name of Training Organisation:

Approved Course completion Date (dd/mm/yy): Course Reference:

English Language Proficiency Level awarded (In accordance with PART ATCO Language Proficiency Rating Scale):
(Please tick the appropriate and enclose a copy of the English Language Proficiency Certificate issued by the Test Service Provider)

Level 6 Level 5 Level 4

4. ADDITIONAL RATING(S) TO BE INCLUDED ON LICENCE (To be completed by applicant)

(Please provide details of the SCAA Approved Air Traffic Controller Rating Training Course)

Rating 1: Name of Training Organisation:

Approved Course completion date (dd/mm/yy): Course Reference:

Rating 2: Name of Training Organisation:

Approved Course completion date (dd/mm/yy): Course Reference:

5. DECLARATION BY APPLICANT (To be completed by applicant)

I hereby declare that to the best of my knowledge the particulars entered on this application are accurate.

Name of applicant (as shown in 2.):

Signature of applicant: Date:

6. SUBMISSION INSTRUCTIONS

Please check:

- All sections relevant to the application have been completed; and
- The declaration has been signed by the applicant;
- A copy of the English Language Proficiency Certificate is enclosed, where required (*refer to section 3*);
- A copy of the applicant's valid Class 3 Medical Certificate;
- For the issue of a Student Air Traffic Controller licence application, a certified copy of your valid Passport or National Identity Card must accompany your application as proof of identification.

When completed, submit this form to: Personnel Licensing Office
Safety & Security Regulation Department
Seychelles Civil Aviation Authority
P.O. Box 181

Telephone Enquiries: +248 4384271
E-mail: PEL@scaa.sc

Application for the Issue of a Student Air Traffic Controller Licence or the Inclusion of Additional Ratings to the licence

Guidance on completion of Form SSR ATCL 1763/I-A.

General

This form is used for the following:

- Application for a Student Air Traffic Controller Licence
- Application for inclusion of additional rating(s) to a Student Air Traffic Controller Licence

Section 1

Select the type of application in this section from the appropriate box. It is then important to ensure all the appropriate sections of the form indicated in this section are completed.

Section 2 Personal Details

To maintain consistency of personal detail records please ensure the details entered match that on the applicant's passport.

The applicant's Permanent Address must be the home address not the unit's address.

Where the unit has an ICAO Location Indicator code, this must be included.

Section 3 Notification of Unit Endorsement Assessment

Enter the details of the rating training course completed and the training organisation.

This section must also include the English Language Proficiency Level achieved.

Section 4 Inclusion of an Additional Rating to a Student Air Traffic Controller Licence.

Enter the details of the rating training course completed and the training organisation.

Note: Where the application is for additional rating(s), PEL Office will issue a new Student ATCO licence indicating the new and existing ratings. On receipt of the new licence, the applicant shall return the previously held licence to the PEL Office.

Section 5 Declaration by applicant

This must be completed by the applicant.