

**Application for Initial Issue of an air Traffic Controller Licence
(EASA L63, ANNEX I, PART ATCO)**

Please complete this form online (preferred method) 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 to both.

1. 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:

2. RATING/RATING ENDORSEMENT/UNIT ENDORSEMENT APPLYING FOR (To be completed by applicant)

| Rating | Rating Endorsement | Description |
|--|--|---|
| <input type="checkbox"/> ADV Aerodrome Control Visual | N/A | |
| <input type="checkbox"/> ADI Aerodrome Control Instrument | <input type="checkbox"/> GMC <input type="checkbox"/> AIR <input type="checkbox"/> TWR | Ground Movement Control/Air Control/Tower Control |
| <input type="checkbox"/> APP Approach Control Procedural | N/A | |
| <input type="checkbox"/> APS Approach Control Surveillance | <input type="checkbox"/> TCL | Terminal Control |
| <input type="checkbox"/> ACP Area Control Procedural | <input type="checkbox"/> OCN | Oceanic Control |
| <input type="checkbox"/> ACS Area Control Surveillance | <input type="checkbox"/> TCL | Terminal Control |

Unit Endorsement (Sector/Position if appropriate):

3. UNIT ENDORSEMENT ASSESSMENT RESULTS (To be completed by Assessors)

Assessment date (dd/mm/yyyy):

| Unit Endorsement details: | Practical | Oral |
|---------------------------|---|---|
| | <input type="checkbox"/> PASS <input type="checkbox"/> FAIL | <input type="checkbox"/> PASS <input type="checkbox"/> FAIL |
| | <input type="checkbox"/> PASS <input type="checkbox"/> FAIL | <input type="checkbox"/> PASS <input type="checkbox"/> FAIL |
| | <input type="checkbox"/> PASS <input type="checkbox"/> FAIL | <input type="checkbox"/> PASS <input type="checkbox"/> FAIL |
| | <input type="checkbox"/> PASS <input type="checkbox"/> FAIL | <input type="checkbox"/> PASS <input type="checkbox"/> FAIL |

Assessment remarks (Where the outcome is 'FAIL', Assessors are to record reasons for the decision)

Practical:

Oral:

Assessment board members:

Surname: Name:

Assessor Licence number: Chair Supernumerary Signature:

Surname: Name:

Assessor Licence number: Chair Supernumerary Signature:

4. DECLARATION 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 1.):

Signature of applicant: Date:

5. DECLARATION BY ATS TRAINING UNIT MANAGER

I, the undersigned, hereby certify:

- The applicant meets the relevant requirements of EASA L63, ANNEX I, PART ATCO.
- The applicant is recommended for an Air Traffic Controller Licence.

Surname: Name:

Signature: Date (dd/mm/yyyy):

6. SUBMISSION INSTRUCTIONS

Please check:

- All Sections relevant to the application have been completed; and
- The declaration has been signed by the applicant and Unit Manager.

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 Initial Issue of an air Traffic Controller Licence

Guidance on completion of FORM SSR ATCL 1763/I-B.

General

This form is used by the holder of a Student ATCO Licence to apply for an ATCO licence.

Section 1 Personal Details

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

The Applicants Permanent Address must be the applying ATCO's address not the unit's address.

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

Section 2 Rating/Rating Endorsement/Unit Endorsement applying for.

Tick the appropriate boxes to indicate the Rating and Rating Endorsement, where relevant, to be assessed and enter details of Sector/Position against the Rating Endorsement if appropriate.

Section 3 Unit Endorsement Assessment Results.

This section is to be completed by the chair Assessor.

Enter the date of the assessment.

Enter the Unit Endorsement details i.e. the Rating and rating endorsement, if applicable, including sector/position as appropriate and indicate 'Pass' or 'Fail' as applicable. If a 'Fail' is indicated, enter reason(s) in space provided.

Enter Assessors' details and signatures.

Section 4 Declaration by applicant

This must be completed by the applicant.

Section 5 Declaration by ATS Training Unit Manager

Must be completed by the ATS Training Unit Manager.