



# Addition of an endorsement to an existing operational rating

CASR 61.180(2)



## Download this form before you begin

Please download and complete with Adobe Acrobat. If you're using a browser to complete this form you may lose your information. Send this form and any attachments to [applications@casa.gov.au](mailto:applications@casa.gov.au).

## Purpose of this form

This form is to be used to notify CASA of the issue of an **additional endorsement** to an **existing operational** rating.

## Who is this form for?

This form is for pilots who **already hold** an operational rating to request additional endorsements to be added to their *Part 61 Flight Crew Licence*.

To **apply** for a licence or make other licence changes refer to [Flight Crew Licensing](#).

## Information needed to complete this form

Applicants are required to hold the appropriate operational rating for the requested endorsement(s).

Applicants must meet requirements mentioned for the grant of the endorsement.

If the applicant does not currently have a *CASR Part 61* licence document, they must submit [Recognition and Transfer CAR Part 5 Qualifications \(Form 61-9TX\)](#).

If CASA does not have a photo of you that is less than 10 years old, they must also submit [Lodgement of current photo with CASA \(Form 61-9PIC\)](#).

If the licence holder seeks a subsequent reprint of their licence, they must complete and submit the Licence Reprint application.

## Aviation Reference Number (ARN)

An ARN is required to complete this form. If you do not have an ARN, [apply now](#).

## Contact details

It is important the contact details on the ARN profile are current. CASA uses these contact details when processing this application.

If your address, contact or other details have changed, you must update them prior to lodging this form. You can do this by [changing your details](#) on the CASA website.

Failure to provide up to date contact details to CASA could result in additional fees being charged under the *Civil Aviation (Fees) Regulations 1995* and may constitute a criminal offence.

## For more information

Go to the [CASA website](#) or [contact us](#).



## Aircraft

**5** What are the **category of aircraft/class or type** used for flight test?

**Aeroplane** or **Simulator**

Single-engine class

Multi-engine class

Type rating

**Helicopter** or **Simulator**

Single-engine class

Type rating

What are the **aircraft** details?

Refer to the latest edition of the "Part 61 prescription of Aircraft and Ratings – CASR Part 61" instrument

Registration mark (VH-)

Manufacturer

Model

Simulator ID

## Flight examiner / Grade 1 TE holder approved to conduct tests by CASA EX64/22, CASA05/23 or CASA31/23 declaration

**6** I declare that:

- I am the;

Flight examiner

Grade 1 TE holder approved to conduct flight tests by CASA EX64/22 - Flight Training and Flight Tests by Grade 1 Training Endorsement Holder (Exemptions and Approvals) Instrument 2022

Holder approved to conduct flight tests by CASA05/23 - Flight Training and Flight Tests by CASA05/23 LL mustering, approval Endorsement Holder (Exemptions and Approvals) Instrument 2023

Holder approved to conduct flight tests by CASA31/23 - Flight Training and Flight Tests by CASA31/23 LL sling, LL winch, LL fire fighting approval Endorsement Holder (Exemptions and Approvals) Instrument 2023

## 6 Continued

- All statements in this notice are true and correct.

I acknowledge by providing my details below and submitting this notice:

- This satisfies the requirement for me to sign this notice.
- I may commit an offence under the *Criminal Code Act 1995* if I make a false or misleading statement in my notice.
- We may also use your licensing information in deidentified form for aviation safety research/analysis.

### Privacy

Any personal information you provide to CASA, as part of this notice, is protected by the *Privacy Act 1988*.

We will use the information provided to process this notice and may also use it to conduct identity/security checks. Without your consent, we may not be able to process your notice.

To meet our accountability obligations, we may disclose this information:

- to other government agencies or other national aviation authorities for certain purposes, and
- to comply with court orders and other legal requirements.

For more information about how we use, disclose and protect your personal information, see our [privacy statement](#) and [privacy policy](#).

- I declare and acknowledge the above matters.
- I consent to CASA using my licensing information and other personal information for the above purposes.
- I have read CASA's privacy policy and I authorise CASA to use and disclose the information it collects for this notice in accordance with that policy.

Flight examiner / Grade 1 TE holder approved to conduct flight tests by CASA EX64/22/ holder approved to conduct flight test by CASA05/23 or CASA31/23

Full name

ARN

Date (DD/MM/YYYY)

/ /

## Submitting this form to CASA



**Attach to FTM flight test - CASA preferred method**



By email – send this form with all supporting documents attached to [applications@casa.gov.au](mailto:applications@casa.gov.au)



By post – return this form and all supporting documents to:

**CASA Client Services Centre  
GPO Box 2005  
Canberra ACT 2601**