

Trans-Tasman Mutual Recognition Act – Pilot Licence Issue

Notes for applicants

For further information on the recognition process please refer the CAA website, <http://www.caa.govt.nz> and follow through the [Pilot home page](#) to [For Australian professional pilots - getting your licence recognised in New Zealand](#) page.

1. Use a separate form for aeroplane, helicopter or balloon licence.
2. A completed Fit and Proper Person Questionnaire, form [CAA 24FPP](#) or [CAA 24FPPDEC](#), is required with this application. Refer to the 24FPP form for guidance on the appropriate form to be used. Relevant information is available at www.afp.gov.au.
3. Applicants must provide a physical address for service in New Zealand.
4. **Aviation English Language Proficiency Assessment Credit** - Mandatory after 5 March 2008
Refer to CAA web site and AC61.1 for further information - [Link to information on CAA web site](#) and [Link to AC61-1](#).
5. **CASA** require a formal application on their **Form 452** for verification of a CASA licence. Applicants must meet this CASA requirement prior to application. Refer to CASA web site for further information. - [Link to CASA Form 452](#).

1. Personal Details

NZ CAA Client / Licence Number (if known)		Date of Birth (dd/mm/yy)	
Title (Mr/Mrs/Ms/Miss)	Last Name		
Given Name(s)			
Country of Birth	Nationality		
Address for Service in New Zealand - Civil Aviation Act, s8, requires applicants to provide an address for service in New Zealand (i.e. a physical address) and to promptly notify the Director of any changes.			
Tel		Mobile	
Fax		Email	
Postal Address (if different from Address for Service)			
Tel		Mobile	
Fax		Email	

2. Licence to be Registered

Please tick the appropriate boxes.	Australian Licence Number (ARN)		
	Aeroplane <input type="checkbox"/>	Helicopter <input type="checkbox"/>	Balloon <input type="checkbox"/>
	Commercial Pilot (CPL) <input type="checkbox"/>	Airline Transport Pilot (ATPL) <input type="checkbox"/>	

3. Australian Ratings Held

Please tick the appropriate boxes.	Instrument Rating <input type="checkbox"/>		
	Instructor Grade 1 <input type="checkbox"/>	Instructor Grade 2 <input type="checkbox"/>	Instructor Grade 3 <input type="checkbox"/>
	Aircraft Type (CASA command type ratings only) <input type="checkbox"/>	Specify	

CAA USE ONLY

Receipt No.	Receipt Date	W/R No.

4. NZ Ratings Required

Please tick the appropriate boxes.	Instrument Rating	<input type="checkbox"/>				
	Instructor Cat A	<input type="checkbox"/>	Instructor Cat B	<input type="checkbox"/>	Instructor Cat C	<input type="checkbox"/>
	Aircraft Type (CASA command type ratings only)	<input type="checkbox"/>	Specify			

5. Documentation

Certified copies of all of the following items must be enclosed with this application.	Current CASA Licence	<input type="checkbox"/>	Proof of licence currency	<input type="checkbox"/>
	Current CASA Medical Certificate or current NZ Class 1 plus any documents relating to restrictions	<input type="checkbox"/>	Proof of Aircraft Type rating(s)	<input type="checkbox"/>
	Flight experience summary (complete page 3 of this application)	<input type="checkbox"/>	Personal Identification (Australian passport or driver's licence)	<input type="checkbox"/>
	Proof of Aviation English Language Proficiency Assessment Credit (refer page 1 - Note for applicants No.4)			<input type="checkbox"/>

6. Declaration

The provision of false information or failure to disclose information relevant to the grant or holding of an aviation document constitutes an offence under Section 49 of the Civil Aviation Act 1990 and is subject, in the case of an individual, to imprisonment for a term not exceeding 12 months or to a fine not exceeding \$10,000.	I declare that to the best of my knowledge and belief the statements made and the information supplied in this application and the attachments are complete and correct.		
	<p>Consent to Disclosure & Collection</p> <p>I authorise the collection by the Director of Civil Aviation or his delegate (hereinafter referred to as "the Director") from, and the disclosure to the Director by, any person, organisation or government department of any details of my knowledge & compliance with transport safety regulatory requirements.</p> <p>I authorise the Director to use, and disclose, the information obtained about me for any purpose under the Civil Aviation Act 1990, or other such purpose permitted by law.</p>		
	Applicant's Signature		Date

7. Applicant's Check List

Please ensure all documents are enclosed. Applications which are incomplete or lacking any required documents will be returned.	1. Completed Fit and Proper Person Questionnaire, 24FPP or 24FPPDEC	<input type="checkbox"/>
	2. Proof of Payment – For Fee(s)	<input type="checkbox"/>
	3. Name entered at top of pages	<input type="checkbox"/>
	4. Certified copies of all documents required in Section 5	<input type="checkbox"/>
	5. Completed flight experience summary - Section 8	<input type="checkbox"/>
	6. CASA Licence verification process completed - CASA Form 452 Payment Advise - Flight Crew Licence Report – (refer page 1, Note for applicants No.5)	<input type="checkbox"/>

Scan this form and email with a copy of your receipt to lic.applications@caa.govt.nz, or post to Civil Aviation Authority, PO Box 3555, Wellington 6140, New Zealand

Please allow minimum of 10 working days from date of receipt for processing application - on proviso that applicant has completed CASA Licence verification requirements

8. Flight Experience Summary - Please complete as applicable and return with Application Form

Flight Time	Aeroplane	Helicopter
Grand Total (CPL 200A 150H) (ATPL 1500A 1000H)		
Total Pilot in Command (CPL 100A 35H) (ATPL 250 A&H)		
Total Instrument (including simulator) (CPL 10A)		
Instrument Flight Time (CPL 5A) (ATPL requires IR A or H)		
Cross Country Navigation (>25 nm) [CPL 30A 20H] [ATPL 100 A or H]		
Mountainous Terrain (CPL 10 A&H)		
Sling Load (10 total, 7 dual)	Total:	Dual:
Night Flight (ATPL 100A 50H)		

Instrument Rating

Navigation Aids (ADF, VOR, GNSS, ILS)	ATTACH A COPY of the logbook entry or flight test report which shows competence in the particular approach aid has been demonstrated to a flight examiner (in accordance with CASA guidelines "limitations on using instrument approach aid procedures")
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Instructor Rating

Giving Flight Instruction - Total		
Giving instruction in Cross Country Navigation		
Giving instruction in Night Flying		
Giving instruction in Multi-engine aircraft		
Giving instruction in Spinning/aerobatics		

Balloon

Grand Total (50)	
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Glider

Grand Total (150)	
Pilot in Command (75)	
Cross Country Navigation (20)	
Launches (50)	
Instrument Flight (5)	

Aircraft Type Ratings

Single pilot certificated aircraft, on the New Zealand civil aircraft register may be endorsed on a New Zealand licence provided the type is endorsed on the CASA licence or the applicant produces logbook evidence of having completed at least five hours as pilot in command on type (attach photocopy if applicable)..

For multi-crew aircraft that do not appear on the CASA licence, evidence the applicant has completed 500 hours pilot in command or 1000 hours as first officer on the type is acceptable to the Director (attach certified logbook totals if applicable).

Boeing 737 type ratings issued by CASA: CASA issues pilots who qualify in any variant (except 1/200 series) with command type endorsements on the Boeing 737 300 to 900 series aircraft. In the New Zealand licensing system, the Boeing 737 3/4/500 series and the 6/7/8/900 Next Generation (NG) series as well as the Max 7/8/9/10 series are treated as separate type ratings. In order to be eligible for the issue of a New Zealand type rating in Boeing 737 3/4/500 and/or 6/7/8/900 series and/or Max series aircraft, applicants who hold a CASA command type endorsement must meet the experience requirement above or have:

- Successfully completed a course of type conversion at a New Zealand approved training organisation (a list of approved organisations is available from our website under "pilots"); or
- Operational experience on the specific variant in the Australian airline environment; or
- Successfully completed a CASA approved type conversion course in Australia on the specific variant.

Certified true and correct.....Date.....

Print Name.....ARN.....

Fees

Please circle the requested licence/rating(s) below.

No fee is required for aircraft type rating(s) if combined with another chargeable rating at the same time.

- ATPL/CPL NZ \$230.00 (incl GST)
- Instructor NZ \$131.00 (incl GST)
- I/R NZ \$131.00 (incl GST)
- Aircraft type ratings NZ \$131.00 (incl GST)

Confirmed Receipt Number _____

Unless the full fees are paid and receipt is attached, applications will not be processed.

For information relating to fees, refer to the Civil Aviation Charges Regulations. ***DO NOT SEND CASH.***

Please pay online at <https://sec.caa.govt.nz/onlinepayment> and attach the receipt that will be emailed to you.